



Memo

To: Board of Commissioners
From: Doug Coutts, Director
Date: 3/14/2019
Re: Compensation and Benefits Study update-Memo

Last year, we discussed at a board meeting the Compensation and Benefits study done over 5 years ago and the idea at that time that this study should be reviewed and revised every 5 years or so. We secured quotes last year for this project and have budgeted \$5,000 this year to update the study. Staff is in the process of updating Job Descriptions and would like approval to proceed with the low quote on the project from the original firm, the Prothman Company estimated at \$4,500.