

PROPOSED ORDINANCE 21-22
Sponsored by Justice Kendrick

Be it enacted by the Quorum Court of the County of Faulkner, State of Arkansas. An Ordinance to be entitled: An Ordinance to amend the Faulkner County Personnel Manual.

WHEREAS, the Quorum Court is designated by the Arkansas Constitution as the body responsible for defining and establishing the permanent or temporary organization and system of principles for county government for the control and conduct of county affairs; and

WHEREAS, the Faulkner County personnel policy should to be altered in order to assist elected officials in requesting income raises for county personnel.

NOW, THEREFORE, BE IT ORDAINED BY THE QUORUM COURT OF FAULKNER COUNTY, ARKANSAS:

The Faulkner County Personnel Manual is hereby amended as follows:

Section 1: Section XI, REQUESTS TO QUORUM COURT which currently states,

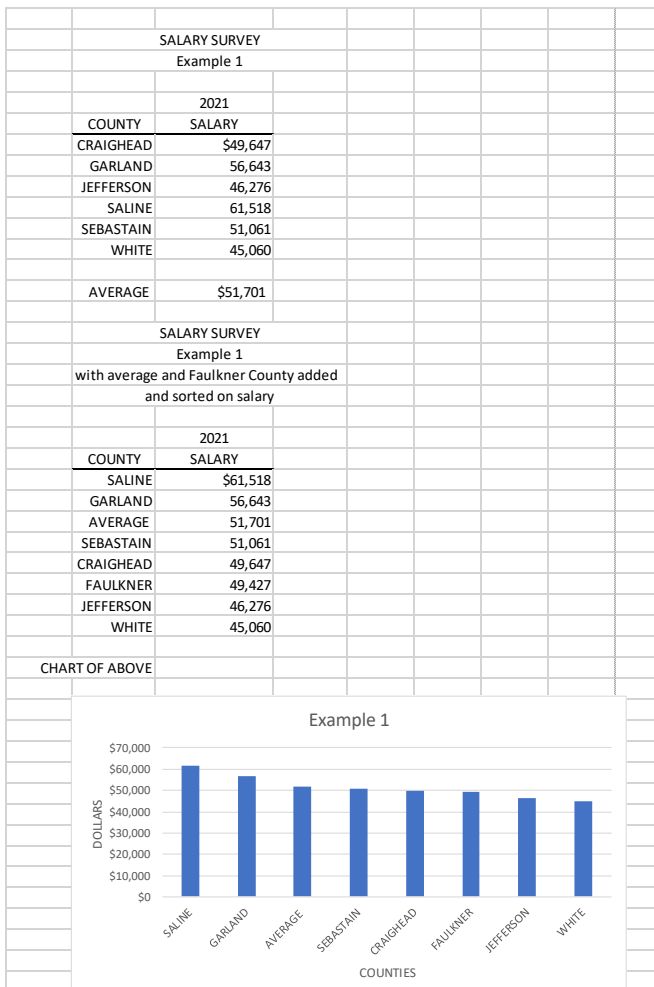
“All request for personnel and salary changes for full time employees shall be submitted to the Quorum Court by and Elected Official at its May and/or September meeting. Any such requests submitted at other times may be considered by the Personnel Committee to determine if it warrants consideration outside of the designated months. In the event that the Court grants such requests, they will take effect immediately. If the Quorum Court finds the County to be out of compliance with State or Federal law, it will make salary or personnel changes to remedy the problem regardless of the language above.”

shall be retained and remain as part of the personnel policy. The following additional paragraphs shall be added to Section XI:

“If requesting a salary change, the Elected Official, using the most recent AAC Salary Survey, shall present the salaries of all full-time employees within the same legislative class of county and with the same title to the Quorum Court. If a job title has three or

more employees from the comparative county, the Elected Official should use the average of all employees with the same title from the comparative county. If other counties adopt dissimilar employee titles, the Elected Official shall call the dissimilar county’s County Clerk and when possible, provide a copy of the comparative county’s employee job description with the submission. Elected Officials may further provide a rationale for the proposed salary change by providing other salary surveys, job duties, or other data collected by the Elected Official. If the Elected Official uses information not included in the AAC Salary Survey, the Elected Official should show the source of the data supporting the adjustment, demonstrate how the adjustment relates to the AAC average, and demonstrate the adjustment does not result in unequal treatment of employees within and between Faulkner County departments. An example of a proposed submission may be found in Appendix A of the Personnel Manual.”

Section 2: The Personnel Manual shall include a new section identified as “Appendix A” and shall have the following graphic labeled “Appendix A, Raise Request Example”:



Section 3: Section XIV, RAISE REQUESTS which currently states,

“Raise requests will be accepted by the appropriate Quorum Court Committee in the September meeting of the full Court so that they may be considered in the course of the end-of-the-year budget processes. Any raise requests submitted at another time of the year will be tabled until the next September meeting. If the Quorum Court finds the County to be out of compliance with State or Federal law, it will make salary or personnel changes to remedy the problem regardless of the language above.”

shall be deleted and replaced with

“(reserved for future use)”

Passed by the Quorum Court on _____, 2021.

Dated:

Dated:

Attest: _____

Approved: _____

Margaret Darter
Quorum Court Secretariat
Faulkner County, AR

Jim Baker
Faulkner County Judge
Faulkner County, AR