

Analysis

Item 47: Department of Administrative Services

ODOT Engineering Classifications Study

Analyst: Paul Siebert

Request: Increase the Other Funds expenditure limitation by \$307,486 and establish two limited duration positions (1.34 FTE) to conduct a study of the Department of Transportation engineering classifications.

Analysis: The Department of Administrative Services (DAS) is requesting an Other Funds expenditure limitation increase of \$307,486 and authorization to establish two Human Resource Consultant 1 positions (1.34 FTE) to complete a comprehensive study of engineering classifications at the Oregon Department of Transportation (ODOT). Through collective bargaining with the Association of Engineering Employees, the DAS Chief Human Resources Office agreed to complete a study of engineering positions at ODOT. In July 2019, DAS entered into a Memorandum of Understanding (MOU) with the Association of Engineering Employees to formalize this agreement and outline goals of the classification study. The requested funding and positions would allow the study to be completed within two years. The MOU contained a provision that stated DAS would request these additional resources during the 2020 legislative session. ODOT supports this request and reports that engineering classifications comprise a significant percentage of their authorized positions.

Legislative Fiscal Office Recommendation: The Legislative Fiscal Office recommends that the Joint Interim Committee on Ways and Means recommend including an increase of \$307,486 in the Other Funds expenditure limitation and authorizing the establishment of two limitation duration positions (1.34 FTE) for the Department of Administrative Services in a budget reconciliation bill during the 2020 legislative session to conduct a study of the Department of Transportation engineering classifications.

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Department of Administrative Services
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Request: Increase Other Funds expenditure limitation by \$307,486 and establish two limited duration Human Resource Consultant 1 positions (1.34 FTE) for a comprehensive study of the Department of Transportation engineering classifications.

Recommendation: Approve the request during the 2020 Legislative Session.

Discussion: The Department of Administrative Services (DAS) Chief Human Resource Office (CHRO) is requesting the establishment of two new limited duration positions to assist in a comprehensive class study, which will include the following engineering classifications at the Oregon Department of Transportation (ODOT):

- Civil Engineer Specialists 1-3
- Associate in Engineering 1 & 2
- Professional Engineer 1 & 2
- Entry Engineering Specialist
- Engineering Specialist 1-3
- Engineering Technician 1-3

Through the bargaining process, DAS-CHRO and ODOT entered into a Memorandum of Understanding with the Association of Engineering Employees (AEE) to perform a comprehensive class study of these classifications. The goal of a classification study is to ensure class specification and ranges are accurate, compensation is appropriate, and to enhance the agency's ability to recruit and retain staff.

With current resources, CHRO estimates such a study will take four years to complete, which is not ideal. If approved, this request will establish two limited duration positions to focus on the class study and work towards completing the project in a two-year period rather than four. CHRO is funded primarily through an assessment to state agencies and will use its ending fund balance to fund the positions.

Legal Reference: Increase the Other Funds expenditure limitation established by chapter 518, section 2(4), Oregon laws 2019, for the Department of Administrative Services, Chief Human Resource Office, by \$307,486 for the 2019-21 biennium.



Oregon

Kate Brown, Governor

Department of Administrative Services

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December 11, 2019

The Honorable Senator Betsy Johnson
The Honorable Senator Elizabeth Steiner Hayward
The Honorable Representative Dan Rayfield
Interim Joint Committee on Ways and Means
900 Court Street NE
H-178 State Capitol
Salem, Oregon 97301-4048

Dear Co-Chairpersons:

Nature of the Request

The Department of Administrative Services (DAS) requests an increase in expenditure authority of \$307,486 and the establishment of two limited duration Human Resource Consultant 1 positions (1.34 FTE).

Agency Action

During the collective bargaining process, the Association of Engineering Employees requested a comprehensive study of the Department of Transportation engineering classifications, as the current class specifications are outdated and a broader salary structure is needed. The Oregon Department of Transportation (ODOT) supports this request in light of ongoing agency priorities and challenges, including recent passage of HB 2017 (the 2017 transportation funding package), recruitment and retention challenges, and salary compression.

In July 2019, the Department of Administrative Services and the Association of Engineering Employees entered into a Memorandum of Understanding to underscore the importance of this work, its priority to the Department of Transportation and the enterprise, and outline the goals of the study.

Because of the enormity of this undertaking, as the engineering classifications comprise a significant portion of positions at the Oregon Department of Transportation, DAS is requesting additional expenditure authority to hire two limited duration positions to complete this project in a two-year time period. Without these additional resources, the comprehensive study will take four years. This four year timeframe may have an impact on the ability to recruit and retain the essential staff needed, which could impact the overall success and timeline for the Transportation package.



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Action Requested

The Department request in increase in Other Funds limitation of \$307,486 and the establishment of two limited duration positions.

Legislation Affected

Increase the Other Funds expenditure limitation established by chapter 518, section 2(4), Oregon Laws 2019, for the Department of Administrative Services, Chief Human Resources Office, by \$307,486 for the 2019-21 biennium.

Sincerely,



Katy Coba
DAS Director | Chief Operating Officer



Kristopher Strickler
ODOT Director

CC: Dustin Ball, Department of Administrative Services
Paul Siebert, Legislative Fiscal Office