

Resolution #2021-5

RESOLUTION AMENDING ARTICLE I, SECTION 30 OF THE PERSONNEL  
RESOLUTION OF THE CITY OF WINSTON-SALEM ENTITLED  
“GENERAL POLICY-PAY”

**BE IT RESOLVED**, by the Mayor and Winston-Salem City Council as follows:

Section 1. Article I, Section 30 of the Personnel Resolution of the City of Winston-Salem is hereby amended by editing the introductory paragraph under the heading ‘General policy-Pay’ and creating a new subsection (d) to establish a certification and career ladder program as follows:

“Sec. 30. - General policy—Pay.

It is the policy of the City of Winston-Salem to provide employee compensation plans that are externally competitive and internally equitable. In order to maintain the competitiveness of the plans, the city manager from time to time will recommend to the city council adjustments in the pay grades. In addition to maintaining competitive compensation plans, individual employee's pay will be based to a large measure on job performance. In order to provide for the above, the city has developed three (3) distinct pay plans: Revised General, Public Safety (Sworn Police/Certified Fire), and Flat Rate. The City has also developed certified ladder compensation programs for departments that will allow the City to retain and attract valuable talent, and continue to enhance the services that the City provides. The following information reflects the pay ranges and and/or grades and administrative policies for each plan. All city council approved classifications are assigned to the appropriate pay plan by the city manager upon recommendation of the human resources department. When the city council approves a pay plan adjustment(s) to a position classification/title that adjustment shall apply to the position classification/title regardless of the employment status (full-time, part-time, temporary or seasonal) associated with that position title/classification.

(d) Certification/Career Ladder Programs

(1) Planning and Development Services- Inspectors within Planning & Development Services - This certification ladder program will focus on employees performing inspection related work under the NC State Building Code G.S. 143-138. This certification ladder will: (1) increase the City's competitiveness within the job marketplace; (2) provide a tool to aid in retention of existing employees; and (3) offer an incentive for inspectors to become more efficient in their work by obtaining additional certifications.

(i) Inspectors: Inspectors will be eligible for a 3% increase to their annual salary for Level 2 and Level 3 certifications within their respective trade. They

will also be eligible for 3% increases to their annual salary for each certification (and Level there within) outside of their trade area. Inspectors will not receive additional compensation for their Level 1 certification in their specific trade because it is a requirement of the job itself.

(ii) Senior Inspectors: Senior inspectors will be eligible for a 3% increase to their annual salary for each certification (and Level there within) outside of their trade area. Senior inspectors will not receive additional compensation for Level 1, 2, or 3 certifications in their specific trade because they are requirements of the job itself.

(iii) Plan Review Staff: Plan review staff perform inspections in addition to their plan review responsibilities. Plan review staff will be eligible for a 3% increase to their annual salary for each certification (and Level there within) outside of their trade area. Plan review staff will not receive additional compensation for Level 1, 2, or 3 certifications in their specific trade because they are requirements of the job itself.

(2) Inspectors who receive compensation for additional certifications outside of their job requirements will be required to perform all inspections on a job site within their certifications.

(3) As a City-County function, costs of the Inspection Division are shared between the City and the County. Forsyth County's share of Inspection Division expenses is calculated annually using a formula defined in the City/County Cooperative Governmental Services Funding Agreement between the City of Winston-Salem and Forsyth County, which established the combined City-County department.

Section 2: Except as amended herein, all other subsections under Section 30 remain the same. This Resolution shall become effective April 1, 2021.