

Terri Palm

From: Charles Carlson <charlie.carlson@carlsondettmann.com>
Sent: Tuesday, February 02, 2016 11:43 AM
To: Terri Palm
Cc: Patrick Glynn
Subject: Register of Deeds

You requested our review of the classification allocation for the Register of Deeds. Jefferson County's policy is to allocate the elected officials to pay ranges of appointed staff using the same job evaluation system adopted to maintain your classification and pay plan. Accordingly, the Register of Deeds submitted a Job Description Questionnaire for the position. Currently, the position is allocated to Grade 10 of the County's pay plan.

In the request for a review, the Register of Deeds indicates that, as a department head, the position should be in a higher range. One of the typical characteristics of Wisconsin county government is we have a lot of departments and department heads, and they tend to be compensated at varying levels in every county. For example, in Jefferson County, your department heads span ranges 10 to 19. The Register of Deeds department is one of the County's smallest, as are the Treasurer and VSO departments, both of which are also in Grade 10.

I evaluated the content of the Questionnaire using the adopted Point Factor Job Evaluation System method. Based on my evaluation of the content of this Questionnaire, the position is allocated to the correct range.

Regards,

Charles E. Carlson | Consultant & Partner

Strategic Maximizer Ideation Individualization Relator

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