



HUMAN RESOURCES DEPARTMENT

FORT BEND COUNTY, TEXAS

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Director of Human Resources

To: Judge KP George
Commissioner Vincent Morales
Commissioner Grady Prestage
Commissioner Andy Meyers
Commissioner Ken DeMerchant

From: Nicole Ledet

Date: October 27, 2021

Subject: Fort Bend County Compensation Study

Human Resources is happy to report that a County-wide comprehensive classification and compensation study will launch soon in concert with our consultant, The Segal Group. The Segal Group headquartered in New York with twenty-four locations across the country was selected based on their eighty years of experience in providing human resource services to public sector clients.

The scope of the study will include a comprehensive review and analysis of:

- County positions,
- Targeted job evaluation and internal equity options,
- Collection and analysis of salary market data,
- Recommendation of pay structure and pay policies, and
- Any adjustments relating to minimum wage

As the study progresses, we will conduct deeper analysis on County positions which may include completion of JEQs and on-site job audits.

To ensure the project has voice of customer representation; Human Resources will establish an FBC Compensation Stakeholder committee comprised of twelve departmental leaders/elected officials or their designee. In consultation with the County Attorney's office, the Commissioner's Court can submit two representatives to serve on the stakeholder's committee. To that end, we will ask that the Court take action on November 2, 2021 to name the two Commissioners Court representatives, either members of the Court, or staff of the Court member's offices, to serve on the stakeholder's committee. The FBC stakeholder committee will serve to provide input, review study progress and final recommendations. Meeting invitations will be sent under separate cover to those individuals identified to be on the committee.

We intend that this study will position us for success in our ability to recruit and retain great employees. It is critical that we get this right! Therefore, Human Resources will discourage reclassifications and any other salary changes during the study's completion. Extenuating circumstances will be reviewed on a case by case basis. We appreciate your support on this critical initiative and look forward to the continued success of our County.