

CAO Salary Matrix Presentation



Contents



Background



Project



Example



Q&A

Effective Leadership Out of the Gate

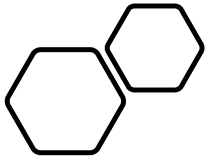
Before Start Date

- Hiring the Best Fit
 - Job Description
 - Job Posting
 - Interviewing
 - Reference Checks
- Communications
 - Employment Contract

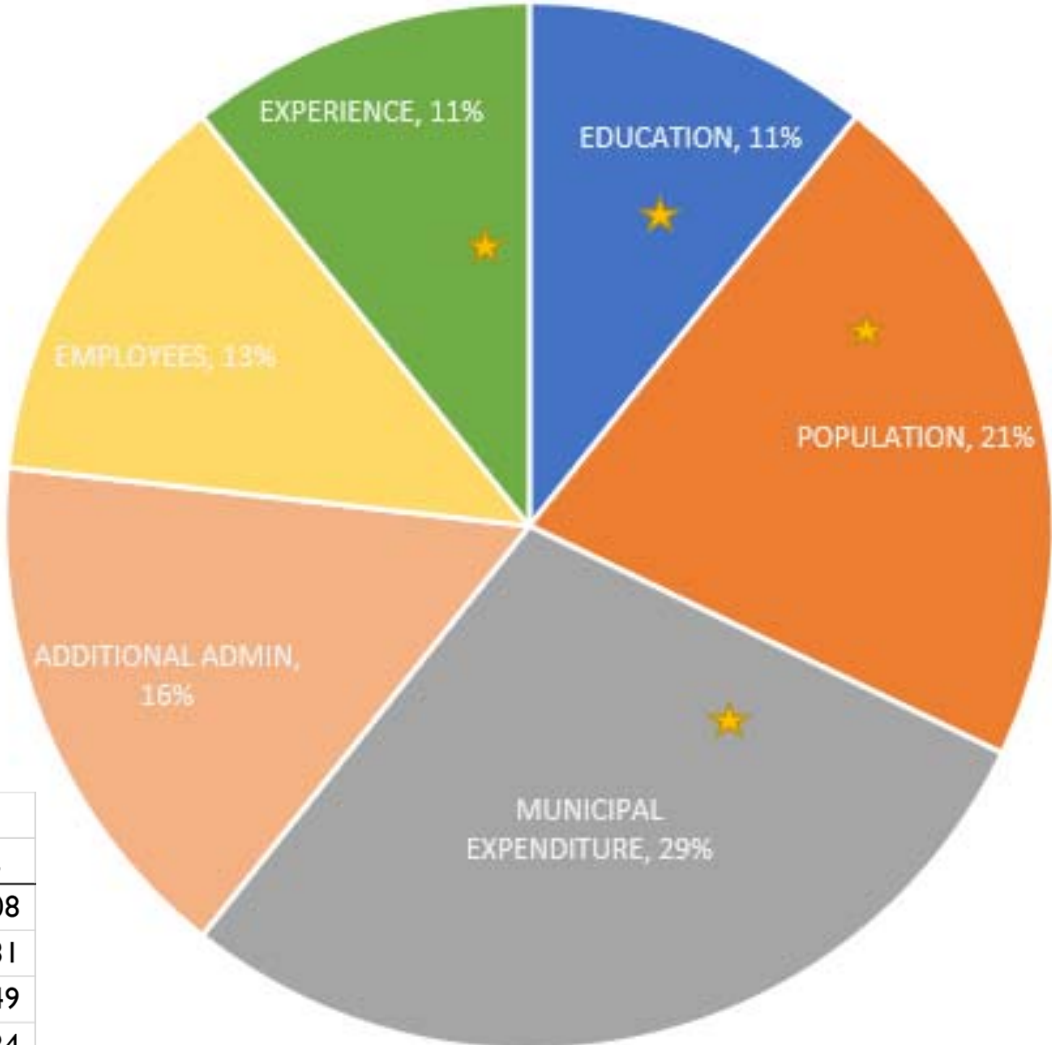
After Start Date

- Onboarding
- Communications
 - Performance Appraisal

COMPENSATION



Old Schedule



Class	Min.	2	3	4	5		Max.
1	46.33	52.09	57.83	63.58	69.32	M	75.08
2	56.99	64.05	71.13	78.19	85.25	E	92.31
3	68.37	77.00	85.61	94.23	102.85	R	111.49
4	84.66	95.18	105.72	116.26	126.80	I	137.34
5	101.53	114.22	126.92	139.61	152.30	T	164.75

Driver Analysis

Predictor	Unstandardized Regression Coefficients ¹	Standardized Regression Coefficients ²
★ Population	5.14	.62
★ CAO gender	-11912.43	-.23
Whether CAO completed other postsecondary education	6351.38	.11
★ Number of years as CAO	595.57	.22
Number of office staff CAO supervises	148.06	.03
Whether CAO salary is determined solely by negotiation	4221.04	.08
★ Whether CAO completed CMMA program	9963.55	.15

Building the Structure for Today's world

Current Rating Scheme

	SUBFACTORS		<u>max</u>
1	EDUCATION	11%	6
2	POPULATION	21%	12
3	MUNICIPAL EXPENDITURE	29%	16
4	ADDITIONAL ADMIN	16%	9
5	EMPLOYEES	13%	7
6	EXPERIENCE	11%	6
			<u>56</u>

New Rating Scheme

	MAIN	Weight	SUBFACTORS	Substeps	Max
A	SKILL	55			
			1 EDUCATION	5	15
		+	2 EXPERTISE- CMMA	3	10
		+	Expertise - MMAA Member IGS*	1	10
			3 EXPERIENCE	5	20
B	RESPONSIBILITY	15			
			4 MUNICIPAL EXPENDITURE	5	10
		+	5 DIRECT SUPERVISION	4	5
C	ENVIRONMENTAL	30			
			6 POPULATION	5	30
		100			<u>100</u>

* In Good Standing

The New Calculator

Manitoba Municipal Administrators Association

CAO Salary Calculator

Name of Incumbent

Municipality

ENTRY

Review each category from 1 to 6 and determine the point allocation for each category.

1) Education	Points	ENTRY
1 High school (grade 12); GED (General Education Diploma)	2	
2 College, technical/trade school or university certificate in business related program (example: 1 year program)	4	
3 College, technical/trade school or university diploma in business related course (example: 2 year program)	6	
4 Degree (3-4 year program) in finance or business	12	
5 Master's Degree	15	

2a) Expertise - CMMA	Points	ENTRY
1 Registered into CMMA Program with 1 or more courses	3	
2 Registered into CMMA Program with 50% or more of the program completed	7	
3 Completed CMMA Program	10	

2b) Expertise - MVA Member IGS	Points	ENTRY
Current MVA Member - In good standing (maintains membership, has not been censured by the association)	10	

3) Experience	Points	ENTRY
1 2 years or less	2	
2 Between 2 & 5 years	5	
3 Between 5 & 8 years	10	
4 Between 8 & 10 years	15	
5 Over 10 years	20	

4) Expenditure - Prior Year PSAB Financial Statements, Schedule 5 - Core Total	Points	ENTRY
1 \$3 Million or Less	2	
2 Between 3 & 5 Million	4	
3 Between 5 & 8 Million	6	
4 Between 8 & 12 Million	9	
5 Over 12 Million	10	

5) Direct Supervision	Points	ENTRY
1 Less than 5 direct supervision	1	
2 5 or more	2	
3 Between 2 and 5 employees incl. 1 or more with prof designation	3	
4 over 5 employees incl. 2 or more with prof designation	5	

6) Population	Points	ENTRY
Based on the latest available census information		
1 2,000 or Less	5	
2 2,001 to 5,000	6	
3 5,001 to 10,000	15	
4 10,001 to 20,000	20	
5 Over 20,000	30	

TOTAL POINTS 43/51

Classification Levels

Class	Points	
	Min	Max
1	25	40
2	41	55
3	56	70
4	71	85
5	86	100

Salary Schedule (\$ 000's) 2021							
Class	Min.	2	3	4	5		Max.
1	70.00	75.00	80.00	85.00	90.00	M	94.50
2	90.00	95.00	100.00	105.00	110.00	E	115.50
3	110.00	115.00	120.00	125.00	130.00	R	136.50
4	130.00	136.25	142.50	148.75	155.00	I	162.75
5	155.00	160.00	165.00	170.00	175.00	T	183.75

Example



Bob is being interviewed for the Municipality of Lake Winnepesaukee.

Council is interested where to start the salary negotiations for their potentially new CAO.

About Bob

I) Education		Points	ENTRY
1	High school (grade 12); GED (General Education Diploma)	2	4
2	College, technical/trade school or university certificate in business related program (example: 1 year program)	4	
3	College, technical/trade school or university diploma in business related course (example: 2 year program)	8	
4	Degree (3-4 year program) in finance or business;	12	
5	Master's Degree	15	

About Bob

2a) Expertise - CMMA		Points	ENTRY
1	Registered into CMMA Program with 1 or more courses completed.	3	
2	Registered into CMMA Program with 50% or more of the program completed.	7	
3	Completed CMMA Program	10	

About Bob

2b) Expertise - MMAA Member IGS	Points	ENTRY
Current MMAA Member - In good standing (maintains minimum PD points, has not been censored by the association)	10	10

About Bob

3) Experience		Points	ENTRY
1	2 years or less	2	5
2	Between 2 & 5 years	5	
3	Between 5 & 8 years	10	
4	Between 8 & 10 years	15	
5	Over 10 years	20	

Municipality of Lake Winnepesaukee

4) Expenditure - Prior Year PSAB Financial Statements, Schedule 5 - Core Total		Points	ENTRY
1	\$3 Million or less	2	
2	Between 3 & 5 Million	4	4
3	Between 5 & 8 Million	8	
4	Between 8 & 12 Million	9	
5	Over 12 Million	10	

Municipality of Lake Winnepesaukee

5) Direct Supervision		Points	ENTRY
1	Less than 5 direct supervision	1	
2	5 or more	2	
3	Between 2 and 5 employees incl. 1 or more with prof designation	3	
4	over 5 employees incl. 2 or more with prof designation	5	

Municipality of Lake Winnepesaukee

6) Population			
	Based on the latest available census information	Points	ENTRY
1	2,000 or Less	5	5
2	2001 to 5000	8	
3	5,001 to 10,000	15	
4	10,001 to 20,000	20	
5	Over 20,000	30	

The Result



TOTAL POINTS 1)-6)		39								
CLASSIFICATION		Class I	CAO Salary Schedule (\$ 000's)							
			Class	Min.	2	3	4	5		Max.*
	Min	Max							*	
Calculated Range	25	40	I	70.000	75.000	80.000	85.000	90.000	M	94.500

BETA TEST

34 Tests

FITS	9 male	8 n/a	5 female
	22		
ADJ	4 male	1 n/a	7 female
	12		
	13 male	9 n/a	12 female

Voluntary Uses

Salary Negotiations for
new hires, promotions

Attracting professionals
to local government

Reducing Gender Wage
GAP