

**Variable Compensation Plan Policies
For Fiscal Year 2012**

VCP 2012

Statement of Purpose

- **Policies derived from relevant common language which appears in agency appropriation bills.**
- **Restrictive language out.**
- **Compliance language in.**

Current Compliance Status

FY2011 Projected Annualized Cost

No Escalated Employees or Positions

OUT OF or IN Legislative Compliance

Information Valid Through April 12, 2011

Agency	FY 2011 Personal Services Appropriation	Current Personal Service Filled Pins Projected Cost	Filled Positions Appr. Compliance OUT OF or IN	July 2010 Target Filled + Vacant Projected Cost	Current Filled + Vacant Projected Cost	Filled + Vacant Projection OUT OF or IN
ABC Agency	250,171.00	189,208.20	60,962.80	248,106.34	241,145.62	6,960.72

No increase to Appropriated Dollars or Projected Annual Cost

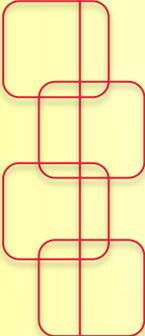
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Coverage of these Policies

- **State service employees/positions.**
- **Non-state service employees/positions excluded but subject to MSPB salary setting authority.**

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Not Covered by these Policies

- 
- **Non-State Service Agencies.**
 - **Non-State Service Occupations.**
 - **Designated positions within MDAC
MDE and MDA.**

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Implementation of Legislative Intent

Realignment (Change in Pay Range)

- No funds appropriated.
- Agencies may request approval where demonstrated need and with cost neutrality.

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Implementation of Legislative Intent

In-service or COLA

- **No funds appropriated.**

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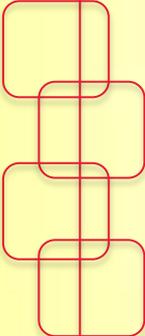
Implementation of Legislative Intent

Reallocations (Change in job title)

- No funds appropriated.
- Upward, Downward or Lateral.
- Agencies may request approval where demonstrated need and with cost neutrality.

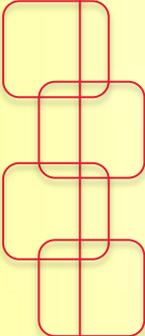
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Reallocations (Continued)

- 
- **May be processed if cost neutral and Board approved as part of Budget Request.**
 - **Upward reallocations at Bureau Director II level or above but not included in Budget Request require Board approval.**
 - **Upward reallocations below Bureau Director II level but not included in budget request may be approved by MSPB Executive Director or designee.**

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Implementation of Legislative Intent



Longevity (one time lump sum when appropriated increase would cause employee to move beyond end step of pay range).

- No funds appropriated.

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Implementation of Legislative Intent

Productivity (Merit Increases).

- **No funds appropriated.**

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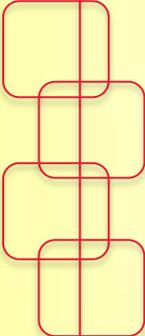
Implementation of Legislative Intent

Reclassifications (Change in job title within class series).

- Only reclassifications approved by Board prior to beginning of Fiscal Year may be awarded.

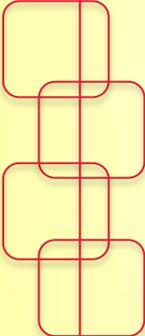
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Promotional Formula

- 
- **Remains Unchanged.**
 - **Difference in old and new start salaries added to current salary.**
 - **New Hire Flexibility (10% above start) may be awarded.**
 - **May not exceed end of pay range.**

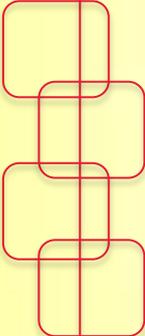
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Original Appointments

- 
- **Standard new hire salary is starting salary for pay range.**
 - **New Hire Flexibility (10% above start) may be awarded.**

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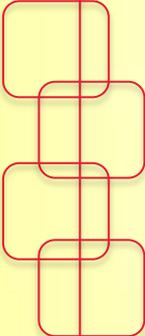
Agency Head Flexibility



Employees excluded from state service because of reporting relationship to key excluded official and development and advocacy of substantive agency policy may be paid up to 25% above start while in this status.

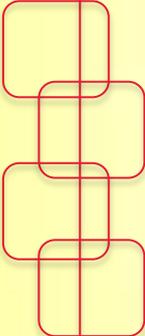
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Recruitment Flexibility

- 
- Board may approve requests where agency(ies) demonstrates documented recruitment difficulties due to insufficient applicant pool.
 - Approval for position or entire job class may be approved for 24 months.

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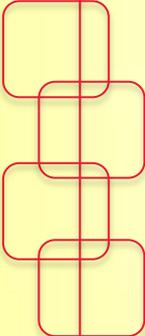
Appointments from Agencies not Under MSPB Purview



Employees shall be treated as new hires.

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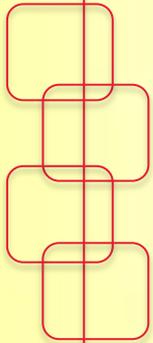
Appointment of Executive Directors

- 
- **Initial salary may be up to midpoint of range.**
 - **An Executive Director hired from another agency may be paid up to end salary of range.**
 - **Subsequent increases allow payment up to end salary of range.**
 - **Board must approve any decrease.**

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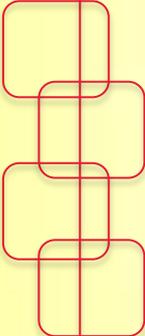
Promotional Transfers

Promotional Formula rules apply.



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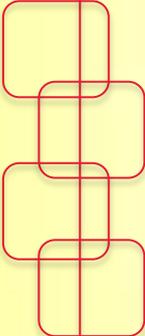
Lateral Transfers



**Salary remains unchanged except
New Hire Flexibility may be
awarded.**

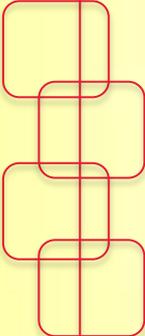
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Demotional Transfers

- 
- **Promotional Formula applied in reverse.**
 - **MSPB Executive Director or Designee may allow employee to maintain salary before demotion.**

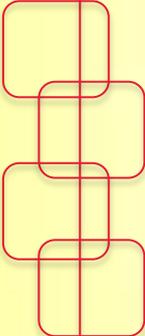
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Educational Benchmarks

- 
- **No legislative specifications as to which benchmarks may be awarded.**
 - **25-3-34 provides that Executive Directors may receive benchmarks for CPM, Ph.D., and/or job related licensure and may exceed end of salary range.**

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Special Compensation Plans

- 
- **Only plans approved by Board prior to start of Fiscal Year will be recognized.**
 - **(Examples are Teacher Pay Plan or EIT Plans)**

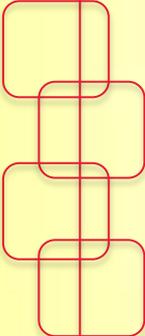
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Additional Compensation

- **Generally limited to those forms previously approved by Board.**
- **Board may consider additional forms if agency justifies bona fide staffing need.**

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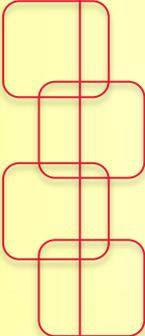
Salaries which Exceed the Executive Director



Only Physicians and Actuaries may be paid more than the Executive Director.

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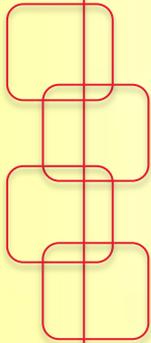
Reappointments and Reemployment

- 
- **Salary for employee reemployed or reappointed to the same job class is limited to salary at time of separation.**
 - **Employee reappointed or reemployed to different job class treated as new hire.**

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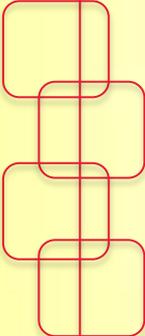
Performance Development System Requirements

**Current PDS rating required for
processing of personnel actions.**



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Scope of State Personnel Director or Designee Authority

- 
- **MSPB Executive Director or Designee may approve actions which will prevent future salary inequities resulting from FY 2010 and FY 2011 restrictive language.**
 - **No retroactive effective dates.**

