

GALLAGHER RECLASSIFICATION FOR
CLINICAL MENTAL HEALTH COORDINATOR POSITION

SUGGESTED MOTION: Move to adopt Gallagher's recommendation for the Clinical Mental Health Coordinator position at a C51.

Kaushagen, Taylor

From: Kaushagen, Taylor
Sent: Monday, June 27, 2022 3:23 PM
To: Kaushagen, Taylor
Subject: FW: Touch base _ Cass County Ongoing Job Evaluation

From: August Zhu <August_Zhu@ajg.com>
Sent: Tuesday, June 21, 2022 11:33 AM
To: Stoick, Cindy <StoickC@casscountynd.gov>; Wilson, Robert <WilsonRo@casscountynd.gov>
Cc: Mike Verdoorn <Mike_Verdoorn@ajg.com>
Subject: RE: Touch base _ Cass County Ongoing Job Evaluation

CAUTION: EXTERNAL EMAIL

Hello Cindy and Robert,

Thanks for your time this morning! We will update the job evaluation memo (for Administrative Assistant/Civilian Crime Analyst) once we receive the confirmation of job duty/time percentage.

As for the Clinical Mental Health Coordinator position, we recommended to increase the grade from C44 to C45 to reflect the increased job complexity due to the new supervisory duty over (1) Behavioral Health Case Worker. In DBM system implemented for the County, C45 shares the same pay range as C51's. These two code co-exist to provide a dual career paths for jobs with/without formal supervisory duties over 2 or more other jobs in the same band. *(For administration purpose, the County can have this position as C51 in the system as both levels share the same range.)*

Thanks!
Best,
August

Kaushagen, Taylor

From: Kaushagen, Taylor
Sent: Wednesday, June 15, 2022 11:01 AM
To: Kaushagen, Taylor
Subject: RE: Question_Cass County (C45/C51, C46/C52)

From: August Zhu <August_Zhu@ajg.com>
Sent: Monday, June 6, 2022 4:16 PM
To: Stoick, Cindy <StoickC@casscountynynd.gov>
Cc: Mike Verdoorn <Mike_Verdoorn@ajg.com>
Subject: RE: Question_Cass County (C45/C51, C46/C52)

CAUTION: EXTERNAL EMAIL

Hello Cindy,

Thanks for the follow-up!

The pay range for C45 should be same as C51. The grade code is created only to differentiate it from other positions that supervise 2 or more C4 level positions. In DBM system this type of coding is to provide a dual career ladder for highly technical but non-supervisory classifications.

Similarly, C46 should share the same pay range as C52.

Thanks!

Best,
August

From: Stoick, Cindy <StoickC@casscountynynd.gov>
Sent: Monday, June 6, 2022 3:59 PM
To: August Zhu <August_Zhu@ajg.com>
Cc: Mike Verdoorn <Mike_Verdoorn@ajg.com>
Subject: Question

[EXTERNAL]

Hi August,

The Commissioners had a couple of questions for you regarding the position recommendations.

On the Clinical Mental Health Coordinator position, you have recommended a C45. We do not have a C45 in our pay scale. The final statement on your explanation sheet said if this person supervises two or more employees, they would be a C51 otherwise a C45. Since we do not have a C45 and this employee only supervises one employee, what is the recommended paygrade? Can you clarify?

Thanks

Cindy Stoick
Human Resources Director

701-241-5736

stoickc@casscountynd.gov