

**ITEM NO. 2867-E**

**SUBJECT: SALARY ADJUSTMENTS FOR EXECUTIVE BRANCH EMPLOYEES IN THE EX, MD AND MP PAY PLANS ASSIGNED TO LABOR UNITS 01, 02 OR 03, SE, DM, and CJ-EX PLANS OR IN THE HE PAY PLAN IN LABOR UNIT 63 OR IN JOB CLASSES WITH A VARIABLE RANGE (VR) ASSIGNED TO LABOR UNITS 01, 02 OR 03**

In accordance with Sections 4-40, 5-200(p) and 5-208(a) of the Connecticut General Statutes, Item No. 2867-E authorizes:

**1. EFFECTIVE JULY 1, 2021: Cost of Living Adjustment (COLA):**

a. Salary Plan Adjustments:

As a result of the Cost of Living Adjustment (COLA), the minimum and maximum rates of the EX, MP, MD, SE, HE, and DM range pay plans, and the rates in the CJ-EX pay plan shall be increased by 2.5% effective and retroactive to July 1, 2021.

b. Employee Salary Adjustments:

This Item authorizes a 2.5% COLA increase, effective and retroactive to July 1, 2021, to employees who are assigned to any of the following plans:

- EX pay plan in Labor Unit 01
- MP pay plan in Labor Units 01, 02 or 03, including confidential employees assigned to the MP pay plan
- MD pay plan
- Variable range (VR) in Labor Units 01, 02 or 03
- SE pay plan
- DM pay plan at the Division of Criminal Justice
- CJ-EX pay plan at the Division of Criminal Justice
- The HE Pay Plan in Labor Unit 63

**2. EFFECTIVE JANUARY 1, 2022: Annual Increment (AI):**

a. Employee AI Adjustment: Effective and retroactive to January 1, 2022, employees with satisfactory performance assigned to any of the above pay plans shall receive an increment of three percent (3.0%) movement within the salary range, but not to exceed the maximum of the salary range. Those bargaining unit members at the maximum rate of the salary schedule shall receive a lump sum payment of three percent (3.0%) of their salary, minus the percentage value of any increment they received on that date.

b. Employees who are serving in an initial working test period as of January 1, 2022 are ineligible for the annual increment authorized under this section. Employees who are serving a promotional working test period as of January 1, 2022 and whose salary was adjusted by a hiring rate beyond the normal calculation provided in DAS' Compensation Manual are ineligible for the annual increment authorized under this section.

**3. EFFECTIVE MARCH 31, 2022: Special Lump Sum Payment:**

- a. This Item authorizes a one-time lump sum payment of \$2,500 to full time, active employees as of March 31, 2022, who are assigned to any of the pay plans noted in paragraph 1.b. above. Part-time employees shall have such payments pro-rated.

**4. EFFECTIVE JULY 1, 2022: Cost of Living Adjustment (COLA):**

a. Salary Plan Adjustments:

As a result of the Cost of Living Adjustment (COLA), the minimum and maximum rates of the EX, MP, MD, SE, HE, and DM range pay plans, and the rates in the CJ-EX pay plan shall be increased by 2.5% effective July 1, 2022.

b. Employee Salary Adjustments:

This Item authorizes a 2.5% COLA increase, effective July 1, 2022, to employees who are assigned to any of the pay plans noted in paragraph 1.b. above.

**5. EFFECTIVE July 1, 2022: Special Lump Sum Payment:**

- a. This Item authorizes a one-time lump sum payment of \$1,000 to full time, active employees as of July 1, 2022, who are assigned to any of the pay plans noted in paragraph 1.b. above. Part-time employees shall have such payments pro-rated.

**6. EFFECTIVE JANUARY 1, 2023: Annual Increment (AI):**

- a. Employee AI Adjustment: Effective January 1, 2023, employees with satisfactory performance assigned to any of the above pay plans shall receive an increment of three percent (3.0%) movement within the salary range, but not to exceed the maximum of the salary range. Those bargaining unit members at the maximum rate of the salary schedule shall receive a lump sum payment of three percent (3.0%) of their salary, minus the percentage value of any increment they received on that date.
- b. Employees who are serving in an initial working test period as of January 1, 2023 are ineligible for the annual increment authorized under this section. Employees who are serving a promotional working test period as of January 1, 2023 and whose salary is adjusted by a hiring rate beyond the normal calculation provided in DAS' Compensation Manual are ineligible for the annual increment authorized under this section.

**7. EFFECTIVE JULY 1, 2023: Cost of Living Adjustment (COLA):**

a. Salary Plan Adjustments:

As a result of the Cost of Living Adjustment (COLA), the minimum and maximum rates of the EX, MP, MD, SE, HE, and DM range pay plans, and the rates in the CJ-EX pay plan shall be increased by 2.5% effective July 1, 2023.

b. Employee Salary Adjustments:

This Item authorizes a 2.5% COLA increase, effective July 1, 2023, to employees who are assigned to any of the pay plans noted in paragraph 1.b. above.

**8. EFFECTIVE JANUARY 1, 2024: Annual Increment (AI):**

- a. Employee AI Adjustment: Effective January 1, 2024, employees with satisfactory performance assigned to any of the above pay plans shall receive an increment of three percent (3.0%) movement within the salary range, but not to exceed the maximum of the salary range. Those bargaining unit members at the maximum rate of the salary schedule shall receive a lump sum payment of three percent (3.0%) of their salary, minus the percentage value of any increment they received on that date.
- b. Employees who are serving in an initial working test period as of January 1, 2024 are ineligible for the annual increment authorized under this section. Employees who are serving a promotional working test period as of January 1, 2024 and whose salary is adjusted by a hiring rate beyond the normal calculation provided in DAS' Compensation Manual are ineligible for the annual increment authorized under this section.

**9. This Item does not pertain to:**

- a. Any employee with a statutorily-set rate of pay.
- b. Employees whose salary is authorized by a board or commission or other governing body outside of the jurisdiction of the Department of Administrative Services and the Office of Policy and Management.
- c. Unclassified employees of any of the boards of trustees of higher education.

Human Resources Professionals should contact [HR Policy](#) with questions.

Approved by:

Date: April 25, 2022



Michelle H. Gilman, Commissioner  
Department of Administrative Services



Jeffrey Beckham, Secretary  
Office of Policy and Management

