

ITEM NO. 1939-E

**SUBJECT: IMPLEMENTATION OF PUBLIC ACT 12-1 (Dec. Spec. Sess.)
Employees in DM and CJ pay plans in the Division of Criminal Justice**

EFFECTIVE: July 12, 2013

This Item facilitates the elimination of lump sum longevity payments and enables lump sum longevity payments to be incorporated into annual salaries for eligible employees in accordance with Public Act 12-1 (Dec. Spec. Sess.), Sections 36 and 37. This Item supersedes Item No. 1712-E.

In order to implement the above-referenced legislation, effective July 12, 2013 this Item specifically:

- Changes to the DM and CJ pay plans
- Increases the maximum of the salary ranges in the DM and CJ pay plans and
- Adjusts the salary of eligible employees in the DM and CJ pay plans

BACKGROUND

Public Act 12-1 (Dec. Spec. Sess.), Section 36 and Section 37

Public Act 12-1 (Dec. Spec. Sess.) included changes to longevity payments for classified and unclassified officers and employees of the executive branch, the constituent units of higher education and the Board of Regents for Higher Education who are not included in a collective bargaining unit. Encompassed in this group of employees not included in a collective bargaining unit are those managerial and confidential employees assigned to the DM and CJ pay plans.

Sec. 36. (*Effective from passage*) Notwithstanding the provisions of section 51-279 of the general statutes, the Division of Criminal Justice shall eliminate longevity payments for employees of the division who are not included in any collective bargaining unit for service completed on or after April 1, 2013.

Sec. 37. (NEW) (*Effective from passage*) Effective the first pay period after July 1, 2013, the annual salary of any employee in state service who is not included in any collective bargaining unit, except those employees whose compensation is prescribed by statute, who received a longevity payment in April 2011, shall be increased by the annualized amount of the longevity payment paid on the last regular pay day of April 2013.

The authorized changes are as follows:

PAY PLAN ADJUSTMENTS EFFECTIVE JULY 12, 2013

- Effective July 12, 2013, the DM and CJ pay plans will change from step plans to range plans. On this date, the maximum rates of each salary grade of the DM and CJ pay plans (formerly step 10) will be increased by 6.3% to enable salary adjustments for eligible employees as detailed in Public Act 12-1 (Dec. Spec. Sess.), Section 36 and Section 37. (The minimum of each salary range (formerly step 1) will remain unchanged.)

EMPLOYEE SALARY ADJUSTMENTS EFFECTIVE JULY 12, 2013

ELIGIBILITY

In order to be eligible for a salary adjustment effective July 12, 2013, an employee must meet ALL of the following requirements:

- The employee must be employed on July 12, 2013 in a job classification assigned to the DM or CJ pay plans.
- The employee must have been eligible for and received a longevity payment in April, 2011.
- The employee must have been eligible for and received a longevity payment in April, 2013.

Note: Employees assigned to the DM or CJ pay plans who do not meet ALL of the eligibility requirements above shall remain at their current annual salary effective July 12, 2013. (The employee will remain at the same rate of pay from the step plan to the new DM or CJ range pay plan.)

CALCULATION

- For employees meeting ALL of the requirements above, the new annual salary (effective July 12, 2013) is equal to the employee's current annual salary (effective July 12, 2013) plus two times the exact amount of the April, 2013 longevity payment. **For example:** if an employee who meets ALL of the requirements above is earning \$60,000 annually and received a \$408.25 lump sum longevity payment in April 2013, the new annual salary will be $\$60,000 + \$816.50 (\$408.25 \times 2) = \$60,816.50$, rounded up to the nearest dollar: \$60,817. In this example, to derive the employee's new bi-weekly salary, divide \$60,817 by 26.1 = \$2,330.153, rounded up to the nearest penny: \$2,330.16.
- The same calculation is used for eligible employees in full-time and part-time positions, i.e. the employee's current annual salary (effective July 12, 2013) plus two times the exact amount of the April 2013 longevity payment are to be used to derive the new salary.
- The annualized longevity amount is not affected by movement between job classes between April 1, 2013 and July 12, 2013. An employee's annual salary is to be increased by two times the exact amount of the April 2013 longevity.
- If an eligible individual is promoted effective July 12, 2013, the calculation of the promotion will occur first, followed by the longevity adjustment using two times the exact amount of the April, 2013 longevity payment.

No future lump sum longevity payments shall be made to employees assigned to the DM or CJ pay plans after April 1, 2013.

This item does not pertain to executive employees in the Division of Criminal Justice in the CJ-EX pay plan.

Human Resources Professionals should contact [Shari Grzyb](#) or [Heather Tweeddale](#) of the DAS Statewide Human Resources Management Division (Business Rules and Central Audit Unit) with questions.

Approved by:

Date:

Donald J. DeFronzo, Commissioner
Department of Administrative Services

Benjamin Barnes, Secretary
Office of Policy and Management