

INDIAN RIVER COUNTY
MEMORANDUM

TO: Jason Brown
County Administrator

FROM: Suzanne Boyll *SB*
Human Resources Director

DATE: November 16, 2016

SUBJECT: Approval to Provide Lump Sum Bonus to Exempt Employees Who Worked
Additional Hours Related to Hurricane Matthew

BACKGROUND:

Indian River County employees performed exemplary in preparing for and responding to Hurricane Matthew. Key employees were required to leave their families and devote their attention to the needs of the County. Hourly employees were compensated for work performed related to the hurricane at time and one-half. Salaried employees worked a total of 1,208 hours additional hours without additional compensation. In order to recognize the effort of the salaried employees, I am requesting approval for a lump sum bonus of either \$200, \$400, \$600, or \$800 based on the number of hours worked beyond the normal work week in the amounts below:

- 10 < 20 hours - \$200 lump sum bonus
- 20 < 30 hours - \$400 lump sum bonus
- 30 < 40 hours - \$600 lump sum bonus
- 40 or more hours - \$800 lump sum bonus

A survey of neighboring counties and cities reflects the following pay practices for exempt employees during emergencies:

ORGANIZATION	EXEMPT EMPLOYEE POLICY/PAY PRACTICE DURING EMERGENCY
Brevard County	Paid straight time, plus 1/2 time comp for all hours worked outside normal work schedule
City of Port St. Lucie	Double time for the first 8 hours, then straight time for the rest of the day worked
City of Vero	Paid at hourly rate of pay for all hours worked outside of normal schedule
Martin County	Below Director received 1x their hourly rate for each hour worked. Directors and above will receive discretionary time to be used at a later date
St. Lucie County	Straight time for hours worked beyond normal schedule
City of Melbourne	2x's their normal salary for work performed during normal work hrs. Straight time for all hrs worked outside normal schedule
City of Palm Bay	Paid straight time, plus given 8 comp hours for each 24 hours worked

ANALYSIS:

From a historic perspective, the County provided a hurricane payment to exempt employees that were required to work additional hours at an amount equal to what their hourly rate would be if they were non-exempt up to a maximum amount of \$1,500. The total cost of these payments was \$101,478 for Hurricanes Frances and Jeanne collectively.

The cost to provide the lump sum bonus in 2016 for salaried employees is \$17,248. The breakdown by fund is as follows:

Fund	Total w/ Fringe
General	\$7,546
MSTU	\$862
Transportation	\$862
Emergency Services District	\$2,803
SWDD	\$216
Utilities	\$1,509
Fleet Management	\$431
Risk Management	\$216
Information Technology	\$2,803
Total	\$17,248

RECOMMENDATION:

Staff recommends the Board approve to provide a lump sum bonus ranging from \$200 to \$800 to exempt employees who worked additional hours related to Hurricane Matthew.

ATTACHMENTS:

None.

APPROVED AGENDA ITEM

BY: _____
Jason Brown, County Administrator

FOR: November 22, 2016 _____

	Approval	Date
Admin.		
Legal		
Budget		
Dept.		
Risk Mgmt.		