



REQUEST FOR CHAMPAIGN COUNTY RFQ 2021-012 CHAMPAIGN COUNTY WORKFORCE STUDY

Questions/Responses to RFQ 2022-002 Champaign County Workforce Study Consultant Services

- Are the current job descriptions (estimated at 100, correct?) considered accurate from the perspective of employees, managements, and Human Resources?
 - County job descriptions historically have been reviewed and updated as vacancy or significant restructuring occurs, but not consistently nor comprehensively.
- Does the scope of the study include all employees? Full-time, Part-time, Union, Non-Union?
 - Yes.
- Has the County conducted a compensation study before? If so, when, and were results implemented? Does the County have an established list of peer organizations representing the labor market? Has the County performed any pay parity research recently?
 - The county has not conducted a comprehensive salary study for at least 20 years. We have a short list of peer counties used for some positions.
- The county already has current/recent salary survey information? If so, when was the data collected? Does the county have access to other Counties' compensation data for comparison? Any previous comp studies or research purchased? Or, will the County be starting from the ground up?
 - The county participates in annual salary surveys through the United Counties Council of Illinois and occasional requests from other sector surveys who share results with the survey participants.
- Has the County addressed the state of Illinois minimum wage increases into the current salary structure.
 - Yes.
- Do County employees receive any type of State benefits?
 - Employees participate in the Illinois Municipal Retirement Fund.
- Does the County have current turnover data that points to trends? (Trends in age, role, demographics) Or, is this part of the consulting work?
 - This is part of the consulting work.

- Does the County have a formal job evaluation method (i.e. point-factor) for determining internal equity and salary grade placement?
 - Yes.
- Does the County track/have exit interview information?
 - No.
- Does the County have a recent employee engagement survey that can be provided to the chosen Consulting firm?
 - No.
- Does the County have a Training Manager and/or Training program in place?
 - No.
- Does the County have yearly training in place?
 - Yes, for some requirements and depending on department.
- Is the County required to report EEO information to the State?
 - Yes.