



## Northern Virginia Regional Commission

# RESOLUTION

Resolution No. 18-32

PATRON: Robert W. Lazaro, Jr.  
Executive Director

DATE: April 26, 2018

### GENERAL ADJUSTMENT OF NVRC PAY PLAN AND REASSIGNMENT OF THREE POSITIONS TO NEW PAY GRADES

WHEREAS, Northern Virginia Regional Commission (NVRC) engaged HR Extension, Inc., to conduct an assessment of the NVRC's pay plan in comparison with a reasonable array of similar employers in the labor market; and

WHEREAS, HR Extension, Inc., identified, for each of NVRC's current positions, from two to six reasonable matches among current jobs within City of Alexandria; Counties of Arlington, Fairfax and Prince William; Town of Vienna; and Metropolitan Washington Council of Governments – in terms of the level of duties and responsibilities; and

WHEREAS, HR Extension, Inc., compared midpoints of the pay ranges for each matched set of jobs, and found that NVRC's pay ranges were as much as 19% lower than the average of the comparators'; and

WHEREAS, best practices in compensation are to meet the average market midpoint, to the extent that the organization's pay philosophy and resources allow; and

WHEREAS, HR Extension, Inc., recommends adjusting NVRC's pay plan upward by 5%, which brings all but three positions within 10% of the market average; and

WHEREAS, of the three exceptions, the position matches demonstrated that the market for those jobs has changed sufficiently that NVRC's positions should be assigned to higher pay grades; and

WHEREAS, making the recommended general adjustment of NVRC's pay plan, and the recommended reassignment of pay grades for three positions, will improve the future earning potential of staff, but does not result in any immediate costs to NVRC;

THEREFORE BE IT RESOLVED that, effective July 1, 2018, NVRC adjusts its pay plan so that the minimum, midpoint and maximum amount of pay in each pay grade is raised by 5%.

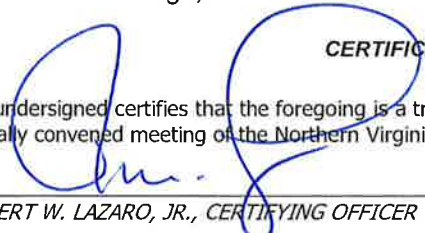
BE IT FURTHER RESOLVED THAT that three positions be assigned to new grades as follows:

Environmental Planner - coastal and Chesapeake Bay, from Grade10 to Grade 11  
Environmental Planner - solid and hazardous waste, from Grade10 to Grade 11  
Senior Regional Planner - energy and climate change, from Grade11 to Grade 12



#### CERTIFICATION

The undersigned certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Northern Virginia Regional Commission on April 26, 2018.

  
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ROBERT W. LAZARO, JR., CERTIFYING OFFICER