

Executive Summary

Board of Governors Meeting, December 7, 2022

Approval of Increases as Required by Section 627.351(6)(jj), Florida Statute

Topic

Section 627.351(6)(jj), FL Statute, requires that any proposed salary increase for an individual employee exceeding 10% of that employee's current salary must be approved by the board of governors.

History

At our September 22, 2021 board meeting, the board supported an approval process to comply with the Florida statute requirement that the board approve any proposed salary increase exceeding 10% effective July 1, 2021, or later. There are (6) increases that require the board's approval at the December board meeting. Details are included in the attached board supplemental document.

These proposed salary increases represent a promotion to a higher level of responsibility with a salary that is below the market value for the jobs. These increases also take into consideration the employees' relevant skills and experience.

Recommendation

Citizens' Staff proposes that the Board of Governors:

- a) Approve the Increases as Required by Section 627.351(6)(jj), Fla. Statute, as set forth in this Consent Item; and
- b) Authorize staff to take any appropriate or necessary action consistent with this Consent Item.

Approval of Increases as Required by Section 627.351(6)(jj), Florida Statutes

Consent Item

 ACTION ITEM

 New Contract

 Contract Amendment

 Other

 CONSENT ITEM

 Contract Amendment

 Existing Contract Extension

 Existing Contract Additional Spend

 Previous Board Approval _____

 Other Approval of Increases as Required by Section 627.351(6)(ii)

Action Items: Items requiring detailed explanation to the Board. When a requested action item is a day-to-day operational item or unanimously passed through committee it may be moved forward to the board on the Consent Index.

Move forward as Consent: This Action item is a day-to-day operational item, unanimously passed through committee or qualifies to be moved forward on the Consent Index.

Consent Items: Items not requiring detailed explanation to the Board of Governors. Consent items are contract extensions, amendments or additional spending authorities for items previously approved by the Board.

Item Description	Approval of Increases as Required by Section 627.351(6)(jj), Florida Statutes
Purpose/Scope	Section 627.351(6)(jj), Fla. Stat., requires that any proposed raise for an individual employee exceeding 10 percent of that employee's current salary must be approved by the Board of Governors. This Consent Item requests approval of the proposed (6) salary increases that exceed 10% of the individual employee's salary.
Contract ID	N/A
Budgeted Item	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Procurement Method	N/A
Contract Amount	N/A
Contract Terms	N/A

Approval of Increases as Required by Section 627.351(6)(jj), Florida Statutes Consent Item

Board Recommendation (DOES NOT go through Committee)	Citizens' Staff proposes that the Board of Governors: <ul style="list-style-type: none">a) Authorize the Increases as Required by Section 627.351(6)(jj), Fla. Statutes, as set forth in this Consent Item; andb) Authorize staff to take any appropriate or necessary action consistent with this Consent Item.
Contacts	Violet Bloom, Chief Human Resources Officer James Taylor, Director, Total Rewards

Recommendation for Board Approval of Increases Required by Section 627.351 (6) (jj), Florida Statutes

Supplemental Document

PENDING SALARY ACTIONS >10% - BOARD OF GOVERNORS						
Employee Number	Effective Date	Division	Previous Position Title	New Position Title	% Increase	Rationale
1093	10/3/2022	Enterprise Operations	Agency Management Rep II	Agency Management Rep - Sr	19.80%	Individual assumed significant additional responsibilities and advanced 2 levels via in-line promotion. New responsibilities include representing the department, coaching & training lower level representatives, and working with other departments, all of which aren't expected for Rep II position. Request brings employee to minimum of paygrade.
2215	9/19/2022	CPS	Supervisor - Customer Care Center	Mgr - Consumer Services	15.00%	Individual will be assuming significant additional responsibilities and be advancing 2 levels via in-line promotion. New level will have expanded scope of responsibility.
92761	10/24/2022	Claims	Records Assistant	Legal Billing Reviewer I	16.00%	Individual was selected for a posted position and will be advancing 2 levels. New role will have greater breadth of responsibility. Request brings employee to minimum of paygrade.

¹Report provided prior to the Board meeting included details of salary increases and Chief HR Officer addressed specific questions on an individual basis. All materials prepared in conjunction with the Action Item remain subject to Chapter 119, Florida Statutes.

Recommendation for Board Approval of Increases Required by Section 627.351 (6) (jj), Florida Statutes

Supplemental Document

PENDING SALARY ACTIONS >10% - BOARD OF GOVERNORS						
Employee Number	Effective Date	Division	Previous Position Title	New Position Title	% Increase	Rationale
1730	10/16/2022	CPS	Project Administrator	Project Manager - Assoc	15.00%	Individual will be assuming significant additional responsibilities and be advancing 2 levels via in-line promotion. New level will have expanded scope of responsibility.
2306	10/30/2022	Enterprise Operations	Mgr - Underwriting PL	Asst Director - Underwriting	15.00%	Individual will be assuming significant additional responsibilities and be advancing 2 levels via in-line promotion. New level will have expanded scope of responsibility.
93060	1/1/2023	Claims	Claims Adjuster Lead	Mgr - Claims	15.00%	Individual was selected for a posted position and will be advancing 2 levels. New role is a promotion from individual contributor to leadership level which has additional significant managerial responsibilities.

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