
From: "Jerry Clayton" <claytonj@ewashtenaw.org>
To: "Diane Heidt" <heidtd@ewashtenaw.org>
Cc: "Mark Ptaszek" <ptaszekm@ewashtenaw.org>
Sent: Monday, August 27, 2012 4:25 PM
Attach: image001.png
Subject: Re: salary discussion

Thank you.

Enjoy yours as well.

Sheriff Jerry L. Clayton

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On Aug 27, 2012, at 3:29 PM, "Diane Heidt" <heidtd@ewashtenaw.org> wrote:

Great... thanks Sheriff. I will put through the necessary paperwork to make the changes.

Thanks for your patience. Have a good evening!!

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Diane M. Heidt

Human Resources / Labor Relations Director
220 N. Main Street, PO Box 8645
Ann Arbor, MI 48107-8645
Office: 734-222-6741
Fax: 734-222-6775
Cell: 734-891-2570

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From: Jerry Clayton
Sent: Monday, August 27, 2012 3:12 PM
To: Diane Heidt
Cc: Mark Ptaszek
Subject: Re: salary discussion
Sensitivity: Confidential

Hello Diane,

I have reviewed and agree with your recommendation to move Kathy into the currently vacant and renamed Executive Analyst and Assistant to the Sheriff. Our plan has been to leave the HR manager position vacant until the first of the year so

we would like to schedule the elimination of the current Grade 21 position and re-create the new position for the first of the year if that is possible.

Thank you very much for working this out, we really appreciate it.

Jerry

Sheriff Jerry L. Clayton
Washtenaw County Sheriff's Office

Sent from my iPad

On Aug 27, 2012, at 2:28 PM, "Diane Heidt" <heidtd@ewashtenaw.org> wrote:

Good Afternoon Sheriff Clayton-- per our earlier discussion, I've taking the opportunity to review the salary of Kathy Wyatt in order to make an appropriate salary recommendation to you. Based on data that I have reviewed, I have considered the following elements:

- decision making authority based on policy direction from Sheriff
- direct reporting relationship to Sheriff
- representation of Sheriff's Office in the community
- management of programs at the direction of the Sheriff
- review and analysis of community data, and make recommendations for action

In addition to these elements, and in light of other employee's salaries within your office, I would recommend that Ms. Wyatt be placed in a newly created Grade 61 – Executive Analyst to the Sheriff (or some other title you wish), \$53,732 - \$79,537. This salary structure is similar to that of a Grade 31 – Non-Union. In order to effectuate such change, and without having to the BOC at this time, I would recommend that we utilize the currently vacant position of HR Manager in your office (Grade 64) and downgrade to the Grade 61. If at such point you wish to hire for the HR Manager position, or perhaps as part of the 2013 budget reaffirmation in the Fall – 2012, we could eliminate the current Grade 21 position occupied by Ms. Wyatt and create a new HR Manager.

Her total for since 2009 is as follows (regular hours plus overtime):

2009	\$64,362.79
2010	\$79,629.38
2011	\$85,288.35

If we implement this recommendation for the remainder of 2012 (9 pay

periods), Ms. Wyatt would be paid a total of \$73,530. For 2013 she would be paid \$79,537.

Thoughts?

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Diane M. Heidt

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