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File #: 15-0009, **Version:** 1

Hire an Administrative Manager above the pay range minimum.

Recommended Action: Approve the recommendation to hire an Administrative Manager above the pay range minimum.

Background: The candidate exceeds the educational minimum for the classification, holding a Master's degree and also exceeds the minimum experience requirements for the position. Most importantly, she is currently employed at another Community Mental Health Center in Kansas serving as the Community Support Service and Health Home Director. In her current role she is responsible for developing, negotiating and monitoring contracts typical for an organization like COMCARE. Her experience includes contracting with local not-for-profit organizations and with payer organizations including the Kansas Department of Aging and Disability Services and the three Medicaid Managed Care organizations in Kansas. This request represents a request of 14.3% above minimum.

Alternatives: If this person were not hired, the search for another qualified candidate would continue.

Financial Considerations: Wage and benefits for the minimum of the range annualize to $79,502. The requested salary falls below the midpoint of the pay range and increases the annualized wage and benefits to $88,432. The difference between the requested salary/benefits and the salary/benefits at the range minimum is $8,930. this request is for position number 20002725 (31061-252). This position was included in the 2015 budget; no additional budget authority is being requested.

Legal Considerations: The authority for this action is K.S.A. 19-101 and a simple majority vote is required.

Policy Considerations: Policy 4.2001 states: The hiring wage rate is normally at the minimum of the position's salary range. A hiring wage rate up to ten (10) percent of the minimum may be paid with the County Manager's approval. Hiring wage rates more than ten (10) percent of the range minimum will require approval from the Sedgwick County Board of Commissioners.