



To: City of Fillmore Employees
From: Bryce Consulting
Subject: Classification and Compensation Study Project Update

The Classification and Compensation Study is moving along as scheduled. Bryce has reviewed all of the information submitted by employees and conducted employee interviews to clarify information and collect additional information. The job descriptions have been updated and revised to reflect the information provided by employees and are currently being reviewed by the department directors. Once the department directors have completed their review, the consultants will make any necessary changes and release the job descriptions to the employees for review and comment. We expect that to occur in the next few weeks. The consultant also met with the City's project team to review and select the additional two compensation study agencies. After reviewing data (median income, median housing price, population, types of services provided) from all cities in the County, the team, selected Oxnard and Ventura. The consultants will begin collecting salary and benefit data. This process is expected to take about 4 – 5 weeks, depending on the survey agencies' ability to respond in a timely manner.