

**HARDIN COUNTY FISCAL COURT
RESOLUTION NO. 2012-020**

BE IT RESOLVED, upon recommendation of Judge/Executive Harry L. Berry, with concurrence of the Resources and Community Support Committee, to make the following changes to Section VIII: Pay Procedures for Promotions in CHAPTER 3: COMPENSATION PLAN of the Hardin County Policies and Procedures Handbook:

1. The existing three line paragraph will become subsection A.
2. Add the following as subsection B:
 - B. If an hourly or salary non-exempt employee is promoted from a forty (40) hour per week position to a thirty-seven and one-half (37½) hour per week position, only the hourly rates in the respective pay charts are used in determining the five (5) percent salary increase. The annual salaries are not used in the determination.
3. Add the following as subsection C:
 - C. If a salary-exempt employee is promoted from a forty (40) hour per week position to a thirty-seven and one-half (37½) hour per week position, only the annual salary rates in the respective pay charts are used in determining the five (5) percent salary increase. The hourly rates are not used in the determination.

Section VIII: Pay Procedures for Promotions will read:

- A. A promoted employee shall be moved to the lowest step in the new grade which provides him/her at least a five (5) percent salary increase. He/she shall then follow the procedures as set forth in Section III: Step-in-Grade Increases in this chapter.
- B. If an hourly or salary non-exempt employee is promoted from a forty (40) hour per week position to a thirty-seven and one-half (37½) hour per week position, only the hourly rates in the respective pay charts are used in determining the five (5) percent salary increase. The annual salaries are not used in the determination.
- C. If a salary-exempt employee is promoted from a forty (40) hour per week position to a thirty-seven and one-half (37½) hour per week position, only the annual salary rates in the respective pay charts are used in determining the five (5) percent salary increase. The hourly rates are not used in the determination.


Harry L. Berry
Hardin County Judge/Executive

ATTEST


Kenneth L. Tabb
Hardin County Clerk