

IBPWT Task Group Status Report

Task Group: Interagency AD Pay Plan

Group Leader: Judy Carvelho

Date: July 24, 2003

Reporting Period: April 3 – July 23, 2003

Phase: 1

Summary:

This task group was chartered to conduct an analysis of the AD Pay Plan on position classifications to assure that the positions are in the appropriate pay category, and to determine the feasibility of paying daily versus hourly rates.

After several attempted conference calls a large percentage of the task group met in Boise on July 1. Members developed a system utilizing several established classification processes. Mini-teams were developed to work on positions in each of the Command and General Staff sections and support groups. Task group decided to work on three positions within their assigned sections, then meet again on July 23rd to ensure the product generated was within acceptable standards or if we needed to redesign any or all of the process.

Group will use a combination of tools available for position descriptions, then process these thru the DOL wage determination site and/or ADS classification module. Resulting documents will be sent to the assigned classification specialist for review prior to finalization.

It was also decided to break out the AD-5 pay band into more workable levels with benchmark language. The bench mark language will be revised to reflect the complexity levels of the positions. This should provide agencies with a logical starting point when negotiating rates of pay for those positions not established in the AD pay plan.

Classification efforts will be thoroughly documented. We strongly suggest that documentation be maintained as a permanent record by the IBPWT somewhere at NIFC. This will ensure any future endeavors have ready access.

Due to increased fire activity most members of the task group were on fire assignments, so the July 23rd meeting was cancelled. We will reconvene when fire activity decreases.

Staffing:

It was recognized that this effort would require additional help beyond the five task group members originally assigned. In addition, two members of the original task group were unable to continue due to increased workloads at their home unit. Therefore, a call for additional volunteers was made. Funding has not been provided to support this task group, all employee costs (including salary, travel, telecommunications, etc.) are being maintained by their respective agencies.

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The mini teams established to work on positions by section are:

Command – Carol Salo (lead), Loren Walker

Operations – Terri Knauth (lead), Judy Carvelho, Rhea Tom

Air Ops – Judy Carvelho (lead)

Logistics – Dana Stone (lead)

Finance – Loren Walker (lead), Carol Salo

Plans – Rosie Morin (lead), Rhea Tom

Coord/Support – Vera Pena (lead), Chris Buckman, Ann Etheridge

Area Command – Not assigned at this time, will work on this in 2004

Not all members of the task group have volunteered or been assigned to a 'mini' team yet. Hopefully this will be addressed once the fire activity decreases and members find the time to work on this task.

Issues and Impacts:

1. Concern that one classification specialist will be overwhelmed with the review process required. Would prefer a second classification specialist be assigned, with differing agency viewpoint.
2. This is a huge task, and the current fire activity is delaying progress. Task group members may not be able to devote the time needed due to duties of their regular positions.
3. Information from previous pay plan revisions/classification is incomplete. This has resulted in a 'best guess' effort by the group.