

M E M O R A N D U M

DATE: July 24, 2000

TO: PERSONNEL MANAGEMENT LIAISONS REFERENCE CODE: 2000-042

THIS MEMORANDUM SHOULD BE DISTRIBUTED TO:

Personnel Officers  
Employee Relations Officers

FROM: Department of Personnel Administration  
Policy and Operations Division

SUBJECT: Supplemental Salary Adjustment Program - Excluded Employees -  
Program Termination

CONTACT: Jerri Judd, Personnel Management Analyst  
(916) 324-0439, CALNET 454-0439  
FAX: (916) 327-1886  
EMAIL: JerriJudd@dpa.ca.gov

In October 1998, the Department of Personnel Administration (DPA) issued PML 98-053 which established the Supplemental Salary Adjustment Program (SSAP) for excluded employees. While the intent of the SSAP is to provide departments with flexibility in addressing recruitment/retention problems and rewarding individual employee's for outstanding job performance, departments have shown little interest in the program.

In November 1999, DPA issued a memorandum to Agency Secretaries and Department Directors indicating that the program would likely be terminated. Feedback from that memorandum indicated some support, but the vast majority of departments supported other management compensation alternatives and the program was judged to have had only minimal success. In light of the foregoing, we have determined that the recently announced management compensation package consisting of leave buy back and employer paid 401(K) contributions provides a more appropriate form of recognition for excluded employees than SSAP. Details on these new programs will be released shortly.

Effective immediately, SSAP for excluded employees is terminated. However, supplemental salary adjustments for individual employees implemented under PML 98-053 will be handled as follows:

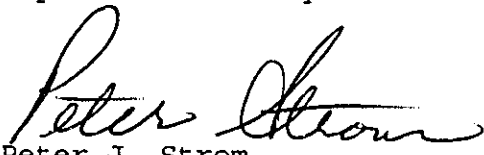
- When a permanent salary adjustment provided an employee a higher base salary within the salary range, the employee shall retain that higher base salary.

PML 2000-042  
July 24, 2000  
Page 2

- When a temporary supplemental salary adjustment was authorized by Pay Differential 182 (Temporary Supplemental Salary Adjustment Differential) the employee may continue to receive the pay differential until the approved expiration date.

Pay Differential 182 shall no longer be authorized pursuant to SSAP and will be abolished by July 1, 2001.

Questions from Personnel Office staff should be directed to their departmental analyst in DPA's Classification and Compensation Program.



Peter J. Strom  
Chief