

**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

Date: June 7, 2021  
Item No.: 9.g

Department Approval



City Manager Approval



Item Description: Approve Updated 2020 Pay Equity Report

**BACKGROUND**

The City is required once every three years under the 1984 Local Government Pay Equity Act (M. S. 471.991-471.999 and the Minnesota Rules, Chapter 3920 to provide a pay equity report of its employees. Under the pay equity act employers must test their internal pay systems and report on the principle that men and women should be compensated equally for work requiring comparable skills, responsibilities, and effort. Thus, we test our compensation structures and class valuations internally to assure and prove compliance as required. Adjusting male-dominated classes in a different fashion than female-dominated classes can alter compliance within a class and compensation structure. Non-compliance results in substantial fines until the non-compliance is resolved.

There are four tests that a city must comply with:

- A. Completeness & Accuracy Test
- B. Statistical Analysis Test
- C. Salary Range Test
- D. Exceptional Service Pay Test

When the test was submitted in January, staff was aware and communicated to Council that the City did not pass the Exceptional Service Pay Test. This test takes into account longevity pay as well as any merit pay that is receive for classes that results in a monthly salary above the job class maximum value. Staff immediately began analysis to remedy and correct this and was in correspondence with the State Agency that oversees the report. However, the City had to wait until official correspondence was received from the agency in order to submit a new Pay Equity Report which reflected the changes made and compliance with the test.

The City has been given preliminary findings that we are now in compliance and we need to simply submit the final updated report. In order to do so, the City Council must approve the final report.

**POLICY OBJECTIVE**

To maintain compliance with the Local Government Pay Equity Act.

**BUDGET IMPLICATIONS**

There may be budget implications as the City is found to be out of compliance with the Exceptional Service Pay test and does make efforts to correct the issue, fines may be assessed daily until the City achieves compliance.

32 **STAFF RECOMMENDATION**

33 The report is an accurate reflection of the data that is required to be reported for the year ending  
34 12/31/2020. Staff recommends that the City Council approve the submittal of the updated 2020 pay  
35 equity report.

36 **REQUESTED COUNCIL ACTION**

37 Motion to approve the updated 2020 pay equity report.

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39 Prepared by: Rebecca Olson, Assistant City Manager

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42 Attachments: A: Compliance Report  
43 B: Signature Form  
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## Compliance Report

Jurisdiction: Roseville  
2660 Civic Center Drive

Report Year: 2021  
Case: 2 - 2021 Revised (Shared (Jur  
and MMB))

Roseville, MN 55113

Contact: Rebecca Olson

Phone: (651) 792-7446

E-Mail: rebecca.olson@cityofroseville.com

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

### I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	43	35	8	86
# Employees	122	56	37	215
Avg. Max Monthly Pay per employee	7039.80	6023.29		6790.99

### II. STATISTICAL ANALYSIS TEST

#### A. Underpayment Ratio = 84.30233 \*

	Male Classes	Female Classes
a. # At or above Predicted Pay	14	7
b. # Below Predicted Pay	29	28
c. TOTAL	43	35
d. % Below Predicted Pay (b divided by c = d)	67.44	80.00

\*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

#### B. T-test Results

Degrees of Freedom (DF) = 176	Value of T = 6.427
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a. Avg. diff. in pay from predicted pay for male jobs = 5

b. Avg. diff. in pay from predicted pay for female jobs = -188

### III. SALARY RANGE TEST = 95.12 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 4.76

B. Avg. # of years to max salary for female jobs = 5.00

### IV. EXCEPTIONAL SERVICE PAY TEST = 89.35 (Result is B divided by A)

A. % of male classes receiving ESP = 25.58 \*

B. % of female classes receiving ESP = 22.86

\*(If 20% or less, test result will be 0.00)

**Minnesota Pay Equity Management System - Roseville(21-No Submission)****Home****Utilities****Go To****Log Out****Pay Equity Implementation Form**

Information entered on this page is not submitted until you click "sign and submit."  
 This page may be printed and shared with your governing body for approval. After you receive approval, you will need to come back to this page, complete the necessary information, then click "sign and submit."

**Part A: Jurisdiction Identification**

Jurisdiction: Roseville

Jurisdiction Type: CITY - City

2660 Civic Center Drive

Roseville

Contact:	Name	Title	Phone	Email
	Rebecca Olson	Assistant City Manag	651-792-7446	rebecca.olson@cityofroseville.com

**Part B: Official Verification**

**1.** The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system used was:

Describe below if the job evaluation system used is: "The same as last year", "A new system", "A substantially modified system from last year", or another descriptor not listed here: (\*less than 240 characters)

**2.** Health Insurance benefits for male and female classes of comparable value have been evaluated and

and female classes are not at a disadvantage.

**3.** An official notice has been posted at:

(prominent location) (\*less than 60 characters)

informing employees that the Pay equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

(governing body) (\*less than 60 characters)

(chief elected official)(\*less than 60 characters)

(title) (\*less than 60 characters)

Checking this box indicates the following:

- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the jurisdiction has final budgetary authority are included

**Part C: Total Payroll**

is the annual payroll for the calendar year just ended December 31.

[Save Changes](#)[Sign & Submit](#)[Return to Test Results](#)

We have worked to ensure this product is accessible and compliant with the standard WCAG 2.0 level AA. We have tested accessibility using the JAWS software from Freedom Scientific. We found it to work correctly for us. If you find errors in accessibility, please let us know at [pay.equity@state.mn.us](mailto:pay.equity@state.mn.us) so that we can follow up. Thank you.