

 <p>MORONGO BASIN HEALTHCARE DISTRICT</p>	<p>DEPARTMENT / MANUAL: ADMINISTRATIVE MANUAL</p>
<p>ORIGINAL DATE: 9/97 September 1997</p>	<p>REVIEW & REVISION DATES: (supersedes 304), 12/01, 7/11, 6/13, 4/17</p>
<p>TITLE: Pay Policy</p>	<p>APPROVED BY:</p> <p>ADMIN: <u><i>C. Schmell</i></u> Date: <u>5/3/17</u></p> <p>CEO: <u><i>Jackie Combs</i></u> Date: <u>4-27-17</u></p> <p>GOVERNING BOARD: <u><i>Mary [Signature]</i></u> Date: <u>4/27/17</u></p>

PURPOSE

To establish standards for administering employee compensation.

POLICY

Morongo Basin Healthcare District (MBHD) establishes wage scales based upon salary data from a variety of recognized agencies as appropriate. Salaries are reviewed as needed to ensure MBHD is able to recruit qualified candidates and retain excellent staff.

PROCEDURE

Base pay ranges will reflect the labor market value of jobs as determined by the analysis of various compensation surveys. The labor market rate will be determined by comparison to similar rural areas and job types.

Base pay rates may be adjusted based on performance as reflected in annual performance reviews. Market adjustments may be implemented based on the above guidelines to avoid internal compression of salaries and maintain internal equity.

Changes in base pay will be effective the first day of a pay period. All changes to base pay rates will be approved by the Chief Executive Officer prior to implementation.