

July 10, 2024, HR Manager Meeting

State HR Class and Comp Fiscal Impact Statement & Salary Schedule Website Information



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Fiscal Impact Statement Information

We shared with you on June 28, 2024, some changes regarding the Fiscal Impact Statement and wanted to share verbally, as well.

Instead of the FIS form being linked on the [HR professional tools](#) page under “Forms” it will now be linked under the “References” section.

Changes made to the FIS form included adding:

- Is the request time-sensitive?
- Is the request related to collective bargaining?
- Specify whether the fiscal impact is to the operating budget or the transportation budget

One change we missed sharing in the email to you on June 28th was in addition to the agency/institution name on the form, **you will be required to add the program number**. This will ensure the FIS is assigned to the correct budget analyst.



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Changes to the process and how to submit:

- Agencies should no longer submit the FIS directly to OFM budget division. All proposals with FIS should be sent directly to the [class and comp mailbox](#) instead of including the budget advisor or the personnel FIS email box
- Moving forward, **any requests received with the old form will be returned to the agency to be updated to the new FIS template.**

We hope the new form and routing of the document is helpful for you and those using it in your organization.



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Salary Schedules Webpage

When reviewing our [Salary Schedules webpage](#), we now include two years of salary schedules in the same location. With this change, we have removed the link on the right-side call out under “Related Links.” The most recent in that section was titled “Pre-July 1, 2023, Salary Schedules”.

This additional call-out was something we created each year so our customers could view the current and prior salary schedules, however due to our recent update to how we post the schedules, we have removed the duplicate page. This change will help with website maintenance and also remove unnecessary and redundant information.

As a reminder, CBAs have access to salary schedules that were effective during the specified time-period, and State HR class and comp has access to prior years, if needed.

An additional update we made in June was to include language due to Substitute Senate Bill 6157 to the [Job Classes and Salaries webpage](#), as related to our job class specifications.

Visual of previously linked page:



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For more information:

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