

From: [Brown, Cheryl](#)
To: [Miller, Tina](#); [Nelson, Sharyn](#); [Sikes, Kristi](#); [Mitchell, Yvonne](#); [Cassada, Steve](#)
Subject: FW: Appointed Officials and Appointed Employees Salary And Employment Plan
Date: Tuesday, November 02, 2021 3:02:20 PM
Attachments: [image001.png](#)
[October 2021 - Appt Pay Plan.pdf](#)

Kristi.....Please have Tina share the attached document with CM's, Council Staff, and Council along with changes, referencing Director by name and job title.

Steve.....Also, by this email...Yvonne please post to the Sunshine Training Webpage...Resources as the Empliyee Plan is a part of the topics discussed and provided to all City Council Employees... the updated document along with the email from Ms. Moser with time date stamp should appear on site along with Tina Miller's email showing where staff and Members were provided notification of changes.

Thank you.

Cheryl

----- Original message -----

From: "Moser, Diane" <DMoser@coj.net>
Date: 11/2/21 1:36 PM (GMT-05:00)
To: "Hogan, Mike" <MHogan@duvalelections.gov>, "Luker, Allison M" <Allison.Luker@DuvalClerk.com>, "Schmitt, Lawrence V." <Lawrence.Schmitt@jaxsheriff.org>, "Marchant, Debra" <DebraM@coj.net>, "Brown, Cheryl" <CLBROWN@coj.net>, "Hall, Sherry" <SherryH@coj.net>, "Collins, Kathleen" <KathleenC@coj.net>
Cc: "Goff, Kevin S." <Kevin.Goff@jaxsheriff.org>, "Miller, Tina" <TINAM@coj.net>, "Denis, Janira X" <Janira.Denis@DuvalClerk.com>, "Laird, Bart W." <Bart.Laird@jaxsheriff.org>, "Norman, Todd" <ToddN@coj.net>, "Hayes, Leah" <LeahH@coj.net>, "Johnson, Tara" <JohnsonTa@coj.net>, "Bolton, Tracey" <TBolton@coj.net>
Subject: Appointed Officials and Appointed Employees Salary And Employment Plan

Good Afternoon

Attached is an updated Appointed Officials and Employees Salary and Employment Plan which incorporates three changes that we made during the collective bargaining process that we wanted to extend to Appointed Officials and Appointed Employees.

1. Juneteenth has been added in the Holiday section (note that I will be updating the Holiday Directive in the very near future).
2. Plan E participants are now able to use prospective leave to fund Deferred Compensation.
3. Employees with 20 years of service are able to cash out 60 hours of Critical Emergency Leave

instead of 40.

All else remains the same.

This will be posted on the portal and we will have print versions available that we can provide upon request.

Diane F. Moser
Director of Employee Services
Employee Services Department
117 W. Duval Street, Suite 100
Jacksonville, FL 32202
904-255-5576



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From: [Miller, Tina](#)
To: [RES](#); [SS](#); [SEC](#)
Cc: [CM](#)
Subject: UPDATES TO APPOINTED OFFICIALS AND APPOINTED EMPLOYEES SALARY AND EMPLOYMENT PLAN
Date: Tuesday, November 02, 2021 3:30:09 PM
Attachments: [October 2021 - Appt Pay Plan.pdf](#)

Good Afternoon,

Per Director/Council Secretary Dr. Cheryl L. Brown, please see the attached updated Appointed Salary and Employment Plan. The following has changed:

- Juneteenth has been added in the Holiday section (to be observed on June 19th unless it falls on a weekend)
- Plan E participants are now able to use prospective leave to fund Deferred Compensation (applies to employees hired prior to 10/01/1987 only)
- Employees with 20 years of service are able to cash out 60 hours of Critical Emergency Leave instead of 40
- All else remains the same

As always, please let me know if you have any questions. Thanks!.....T.

Tina M. Miller, MA, SHRM-CP.

Executive AdministratorCity of Jacksonville.....Office of City Council
117 W. Duval Street, Suite 425.....Jacksonville, FL 32202.....Phone: 904-255-5692 Fax: 904-255-5230



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CITY OF JACKSONVILLE

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