



TO: Members and Members-Elect of the Oregon Legislature

FROM: Senate President Peter Courtney

House Speaker Tina Kotek

DATE: December 2, 2020

RE: Member Session Budgets and Work-from-Home Stipend

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The Presiding Officers have adopted the Segal recommended four level Legislative Assistant classification and compensation plan effective January 2021. We anticipate a ten percent increase to members' session budgets for the 2021 session to support the implementation of the four level Legislative Assistant classification. With this increase, plus \$50 for a work-from-home stipend described below, each member office would have a session allowance of \$72,600, or \$11,255 per month for salaries. It will continue to be structured to fund two full-time positions and \$5,070 for general office services and supplies.

Employee Services will be reaching out later today to understand what level duties/job descriptions (LA1-LA4) you will assign to current staff in January 2021. They will work with members to confirm levels of staff and ensure completed pay equity analyses for the duties assigned.

We are also implementing a \$50 per month stipend to help offset the costs for members and staff required to work from home, effective 1/1/2021. Stipends are treated as part of gross pay and will be implemented on January 1 paid on February 1. Each member's office budget includes \$600 on top of the 10 percent increase to accommodate this stipend for two employees for 6 months. Further continuation of this stipend will depend on public health guidance as it relates to remote work.

In addition, beginning with the implementation of the new compensation structure, an employee will be granted a longevity step of 5% after five years of being at the top step of a given pay range in the new branch structure.

Given changes made during the 2019-21 biennium, including pay equity and classification changes, a rebalance of the Legislative Branch budget may be necessary during the 2021 Session.

Additionally, we know there is interest in making sure the branch continues to have the ability to recruit and retain staff, so the Legislative Branch budget will be reviewed for a potential additional compensation bump for the 2021-23 biennium.