

Barnstable County  
Finance Director / Treasurer  
3195 Main Street  
Barnstable, MA 02630

Memorandum

December 19, 2016

To: Assembly of Delegates, Standing Committee on Finance  
John Ohman, Chairman

From: Mary T. McIsaac, County Finance Director

Re: Ordinance #16-09

A review of actual payrolls for the period of July 1<sup>st</sup> thru December 16<sup>th</sup> was performed to quantify certain payments made to employees during the period. Only employees who did not receive Cost of Living Adjustments (COLA) were reviewed in this exercise.

We confirm the following:

A total of 145 employees comprised the list of the active set who did not receive a COLA effective on July 1<sup>st</sup>, 2016. Of those employees, 40 received some form of increase which included Grade and or Step increases and hourly rate increases for certain employees so classified, they being approximately 28% of the population.

A COLA awarded to current employees was estimated to be \$168,500.00 for only those employees who did not receive a COLA effective on July 1<sup>st</sup>, 2016.

Longevity payments are made to employees after a minimum of 5 years of employment with Barnstable County. Of the 145 employees reviewed, 36 received a Longevity payment.

Merit payments are awarded to "MP employees" who are at Step 8 and achieve at a minimum, a Completely Satisfactory employee evaluation. Under the Merit System eligible employees may receive up to a 4% merit payment.

Cc: Mr. Jack T. Yunits, Jr., County Administrator

## Janice O'Connell

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**From:** Mary McIsaac <mary.mcisaac@barnstablecounty.org>  
**Sent:** Tuesday, December 20, 2016 5:46 PM  
**To:** Janice O'Connell; James Killion  
**Subject:** RE: Assembly of Delegates - COLA.docx

Janice and Jim,  
A total of 12 individuals are eligible to receive merit pay. Nine of them have received it as of this date.  
Regards,  
Mary

**From:** Janice O'Connell [mailto:[joconnell@barnstablecounty.org](mailto:joconnell@barnstablecounty.org)]  
**Sent:** Tuesday, December 20, 2016 4:02 PM  
**To:** Mary McIsaac <mary.mcisaac@barnstablecounty.org>  
**Subject:** Fwd: Assembly of Delegates - COLA.docx

Mary..... please see question below from Delegate Killion.

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**From:** James Killion <[jkillion@barnstablecounty.org](mailto:jkillion@barnstablecounty.org)>  
**Sent:** Tuesday, December 20, 2016 3:57 PM  
**Subject:** Re: Assembly of Delegates - COLA.docx  
**To:** Janice O'Connell <[joconnell@barnstablecounty.org](mailto:joconnell@barnstablecounty.org)>

Can Mary tell us how many employees in that group received or shall receive merit pay in FY 17?

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**From:** Janice O'Connell  
**Sent:** Tuesday, December 20, 2016 1:24 PM  
**To:** Julia Taylor; Edward Lewis; Ronald Bergstrom; Edward McManus; Linda Zuern; John Ohman; Suzanne McAuliffe; Patrick Princi; Deborah McCutcheon; Lilli-Ann Green; Christopher Kanaga; Marcia King; James Killion; Brian O'Malley; Teresa Martin  
**Subject:** Fwd: Assembly of Delegates - COLA.docx

Please review the attached memo regarding PO 16-09. This information was requested by the Finance Committee.

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**From:** Mary McIsaac <[mary.mcisaac@barnstablecounty.org](mailto:mary.mcisaac@barnstablecounty.org)>  
**Sent:** Tuesday, December 20, 2016 12:00 PM  
**Subject:** Assembly of Delegates - COLA.docx  
**To:** Janice O'Connell <[joconnell@barnstablecounty.org](mailto:joconnell@barnstablecounty.org)>  
**Cc:** Jack Yunits Jr <[jack.yunits@barnstablecounty.org](mailto:jack.yunits@barnstablecounty.org)>

Janice,