

Statewide Classification and Compensation Meeting

Wednesday, March 20, 2024

2:00 pm to 3:30 pm

Meeting virtually via Teams: [Click here to join the meeting](#)

- I. Welcome
- II. Workday HCM Reminders- Shilo
- III. April 1 Truncations – Monique
 - a. Using the Pay Equity Tool for Salary Placement
 - b. Offer Letters
- IV. CHRO Updates/Information
 - a. Class Study Updates – Anna
 - b. Case Management – Chris
- V. Part 2 Training: Writing a good PD and analysis (and question to ask program managers to help get there) – Darla and Dustin
- VI. Roundtable

Monthly Statewide Class/Comp Meetings, 2:00 to 3:00:

- April 24
- May 29
- June 26
- July 31
- August 28
- September 25
- October 30
- November 20
- December 18

To join HR Tech email ListServ, please contact chro_admn_dist@das.oregon.gov

Resources

- [Classification Guide](#)
- [Reclassification Considerations](#)
- [ISS Class Allocation Guide](#)
- [Lead Work Memo](#)
- [Job Family Definitions](#)
- [Delegated Authority](#)
- [Management Service Decision Checklist](#)
- [FLSA Designation Worksheet](#)
- [Classification Analysis Format with Detail](#)
- [Detailed Org Chart Sample](#)

Training available in Workday Learning:

Class/Comp Onboarding

<https://wd5.myworkday.com/oregon/learning/course/d1b3cb4577c801be9ae8959eed017312?type=9882927d138b100019b928e75843018d&record=cb732e3a45c301c218c4ae307e003439>

How to Write a Position Description

<https://wd5.myworkday.com/oregon/learning/course/e956aafafc78017aacf2243992019784?type=9882927d138b100019b928e75843018d>

2021 Equal Pay Analysis Methodology and Pay Equity Tool

<https://wd5.myworkday.com/oregon/learning/course/2c6449f80b6201011cc3eae9d7d90001?record=0ce66cd569230101b53ceaac6bc90000&type=9882927d138b100019b928e75843018d>