

STATE OF KANSAS

CAPITOL BUILDING
ROOM 241 SOUTH
TOPEKA, KS 66612



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FAX: (785) 368-8788
GOVERNOR.KS.GOV

GOVERNOR JEFF COLYER, M.D.

EXECUTIVE DIRECTIVE NO. 18-487

Authorizing Personnel Transactions

By virtue of the authority vested in the Governor as the head of the Executive Branch of the State of Kansas, the following transactions are hereby authorized:

The Kansas Civil Service Basic Pay Plan that took effect on July 2, 2017, is hereby modified and the new pay matrix for the classified service is hereby adopted, effective June 17, 2018. The pay plan is modified to the extent provided for in the rules and regulations promulgated by the Secretary of Administration under the authority of KSA 75-3706 or as hereafter modified by executive directives, and such modifications may be effective on the date of the rules and regulations or executive directives in accordance with KSA 75-2938. The two attached pay matrices are hereby incorporated in and made part of the executive directive. No employee may be moved to Step 17 or Step 18 unless authorized to do so by executive directive or as otherwise approved by the Director of Personnel Services.

The request of Kraig Knowlton, Director of Personnel Services, to establish Step 10 of the assigned pay grades as the entry rate for the following Department of Corrections job classifications is hereby approved, effective June 17, 2018.

Job Classification

Corrections Officer I(A)
Corrections Officer I(B)
Corrections Officer II
Corrections Specialist
Corrections Supervisor I
Corrections Supervisor II
Corrections Supervisor III
EAI Investigator
EAI Supervisor
Juvenile Corrections Officer I(A)
Juvenile Corrections Officer I(B)
Juvenile Corrections Officer II
Juvenile Corrections Officer III

The request of Kraig Knowlton, Director of Personnel Services, to provide a two-step pay increase to all benefits-eligible employees of the Department of Corrections in the job classifications indicated above who have been continuously employed since July 1, 2017, is hereby approved, effective June 17, 2018.

The request of Kraig Knowlton, Director of Personnel Services, to provide a one-step pay increase to all classified benefits-eligible employees who have been continuously employed since July 1, 2017, and who received a pay increase pursuant to section 177(f)(2) of chapter 104 of the 2017 Session Laws of Kansas or an agency-funded increase for those who did not receive an increase pursuant to section 177 of chapter 104 of the 2017 Session Laws of Kansas, not including any employees in the Department of Corrections job classifications referenced above or those specifically excluded from receiving pay increases pursuant to this Executive Directive below, is hereby approved, effective June 17, 2018.

The request of Kraig Knowlton, Director of Personnel Services, to provide a 2.5 percent pay increase to all unclassified benefits-eligible employees who have been continuously employed since July 1, 2017, and who received a pay increase pursuant to section 177(f)(2) of chapter 104 of the 2017 Session Laws of Kansas or an agency-funded increase for those who did not receive an increase pursuant to section 177 of chapter 104 of the 2017 Session Laws of Kansas, not including any employees in the Department of Corrections job classifications referenced above or those specifically excluded from receiving pay increases pursuant to this Executive Directive below, is hereby approved, effective June 17, 2018.

The request of Kraig Knowlton, Director of Personnel Services, to provide a two-step pay increase to all classified benefits-eligible employees who have been continuously employed since July 1, 2017, and who did not receive a pay increase pursuant to section 177(f)(1) or (2) of chapter 104 of the 2017 Session Laws of Kansas or an agency-funded increase for those who did not receive an increase pursuant to section 177 of chapter 104 of the 2017 Session Laws of Kansas, not including any employees in the Department of Corrections job classifications referenced above or those specifically excluded from receiving pay increases pursuant to this Executive Directive below, is hereby approved, effective June 17, 2018.

The request of Kraig Knowlton, Director of Personnel Services, to provide a 5.0 percent pay increase to all unclassified benefits-eligible employees who have been continuously employed since July 1, 2017, and who did not receive a pay increase pursuant to section 177(f)(1) or (2) of chapter 104 of the 2017 Session Laws of Kansas or an agency-funded increase for those who did not receive an increase pursuant to section 177 of chapter 104 of the 2017 Session Laws of Kansas, not including any employees in the Department of Corrections job classifications referenced above or those specifically excluded from receiving pay increases pursuant to this Executive Directive below, is hereby approved, effective June 17, 2018.

The following employees shall be excluded from receiving any of the pay increases authorized in this Executive Directive:

1. State officers elected on a statewide basis;
2. Justices of the Supreme Court, judges of the Court of Appeals, District Court judges and District magistrate judges;
3. Employees assigned to trooper or officer classifications of the Kansas Highway Patrol;

4. Teachers and licensed personnel and employees at the Kansas State School for the Deaf or the Kansas State School for the Blind;
5. Employees of the Kansas Bureau of Investigation who were included in the recruitment and retention plan of the Kansas Bureau of Investigation;
6. Employees of the Judicial Branch and any employee whose pay is linked as provided by law to the pay of employees in the Judicial Branch;
7. Employees of the Board of Regents and the Regents institutions; and
8. Employees specifically authorized to receive a salary increase for Fiscal Year 2019 in another section of 2018 House Substitute for Senate Bill 109.

The request of Kraig Knowlton, Director of Personnel Services, to assign the following job classifications to the pay grades set out below and place current employees in these job classifications on the same step of the new pay grade is hereby approved, effective June 17, 2018.

<u>Job Classification</u>	<u>Pay Grade</u>
Corrections Counselor I	24
Parole Officer I	24
Corrections Counselor II	26
Parole Officer II	26
Unit Team Supervisor	26
Parole Supervisor	28
Unit Team Manager	28

The request of Kraig Knowlton, Director of Personnel Services, to abolish the following job classifications is hereby approved, effective June 17, 2018.

Job Classification:

Building Construction Inspector
Computer Operator II
Electronic Control Center Supervisor
Fisheries and Wildlife Biologist II
Forensic Scientist IV
Library Assistant III
Microbiologist II
Microbiologist III
Museum Exhibits Director
Network Service Supervisor
Printing Press Operator Assistant
Property Appraiser Trainee
Public Health Nurse III
Therapy Services Supervisor

University Police Lieutenant
University Policy Office
University Police Sergeant
Tax Examiner Manager

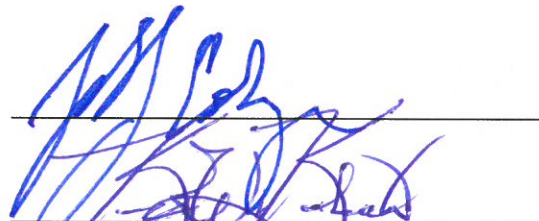
I have conferred with the Secretary of Administration, the Chief Budget Officer, the Director of Personnel Services, and members of my staff, and I have determined that the requested action is appropriate.

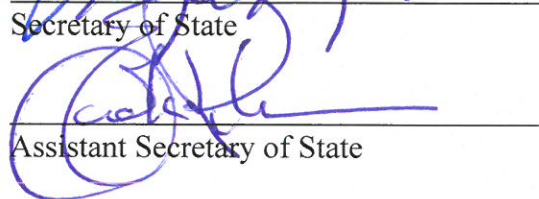
THE GOVERNOR'S OFFICE

6-29-18

Date

By the Governor



Secretary of State


Assistant Secretary of State

FILED

JUN 29 2018

KRIS W. KOBACH
SECRETARY OF STATE

Kansas Civil Service Basic Pay Plan (effective June 17, 2018)

Basic Steps (Hourly Rates)

PG	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18
7	7.56	7.77	7.96	8.18	8.35	8.56	8.76	9.00	9.24	9.44	9.69	9.93	10.15	10.43	10.68
8	7.96	8.18	8.35	8.56	8.76	9.00	9.24	9.44	9.69	9.93	10.15	10.43	10.68	10.92	11.21
9	8.35	8.56	8.76	9.00	9.24	9.44	9.69	9.93	10.15	10.43	10.68	10.92	11.21	11.48	11.79
10	8.76	9.00	9.24	9.44	9.69	9.93	10.15	10.43	10.68	10.92	11.21	11.48	11.79	12.04	12.35
11	9.24	9.44	9.69	9.93	10.15	10.43	10.68	10.92	11.21	11.48	11.79	12.04	12.35	12.66	12.98
12	9.69	9.93	10.15	10.43	10.68	10.92	11.21	11.48	11.79	12.04	12.35	12.66	12.98	13.29	13.61
13	10.15	10.43	10.68	10.92	11.21	11.48	11.79	12.04	12.35	12.66	12.98	13.29	13.61	13.95	14.30
14	10.68	10.92	11.21	11.48	11.79	12.04	12.35	12.66	12.98	13.29	13.61	13.95	14.30	14.66	15.03
15	11.21	11.48	11.79	12.04	12.35	12.66	12.98	13.29	13.61	13.95	14.30	14.66	15.03	15.38	15.75
16	11.79	12.04	12.35	12.66	12.98	13.29	13.61	13.95	14.30	14.66	15.03	15.38	15.75	16.16	16.56
17	12.35	12.66	12.98	13.29	13.61	13.95	14.30	14.66	15.03	15.38	15.75	16.16	16.56	16.94	17.39
18	12.98	13.29	13.61	13.95	14.30	14.66	15.03	15.38	15.75	16.16	16.56	16.94	17.39	17.79	18.26
19	13.61	13.95	14.30	14.66	15.03	15.38	15.75	16.16	16.56	16.94	17.39	17.79	18.26	18.70	19.16
20	14.30	14.66	15.03	15.38	15.75	16.16	16.56	16.94	17.39	17.79	18.26	18.70	19.16	19.65	20.13
21	15.03	15.38	15.75	16.16	16.56	16.94	17.39	17.79	18.26	18.70	19.16	19.65	20.13	20.58	21.13
22	15.75	16.16	16.56	16.94	17.39	17.79	18.26	18.70	19.16	19.65	20.13	20.58	21.13	21.65	22.16
23	16.56	16.94	17.39	17.79	18.26	18.70	19.16	19.65	20.13	20.58	21.13	21.65	22.16	22.72	23.31
24	17.39	17.79	18.26	18.70	19.16	19.65	20.13	20.58	21.13	21.65	22.16	22.72	23.31	23.87	24.48
25	18.26	18.70	19.16	19.65	20.13	20.58	21.13	21.65	22.16	22.72	23.31	23.87	24.48	25.05	25.68
26	19.16	19.65	20.13	20.58	21.13	21.65	22.16	22.72	23.31	23.87	24.48	25.05	25.68	26.29	26.98
27	20.13	20.58	21.13	21.65	22.16	22.72	23.31	23.87	24.48	25.05	25.68	26.29	26.98	27.61	28.31
28	21.13	21.65	22.16	22.72	23.31	23.87	24.48	25.05	25.68	26.29	26.98	27.61	28.31	29.03	29.73
29	22.16	22.72	23.31	23.87	24.48	25.05	25.68	26.29	26.98	27.61	28.31	29.03	29.73	30.46	31.22
30	23.31	23.87	24.48	25.05	25.68	26.29	26.98	27.61	28.31	29.03	29.73	30.46	31.22	31.98	32.78
31	24.48	25.05	25.68	26.29	26.98	27.61	28.31	29.03	29.73	30.46	31.22	31.98	32.78	33.55	34.42
32	25.68	26.29	26.98	27.61	28.31	29.03	29.73	30.46	31.22	31.98	32.78	33.55	34.42	35.25	36.13
33	26.98	27.61	28.31	29.03	29.73	30.46	31.22	31.98	32.78	33.55	34.42	35.25	36.13	37.00	37.95
34	28.31	29.03	29.73	30.46	31.22	31.98	32.78	33.55	34.42	35.25	36.13	37.00	37.95	38.86	39.84
35	29.73	30.46	31.22	31.98	32.78	33.55	34.42	35.25	36.13	37.00	37.95	38.86	39.84	40.83	41.81
36	31.22	31.98	32.78	33.55	34.42	35.25	36.13	37.00	37.95	38.86	39.84	40.83	41.81	42.90	43.91
37	32.78	33.55	34.42	35.25	36.13	37.00	37.95	38.86	39.84	40.83	41.81	42.90	43.91	45.02	46.14
38	34.42	35.25	36.13	37.00	37.95	38.86	39.84	40.83	41.81	42.90	43.91	45.02	46.14	47.29	48.47

Kansas Civil Service Basic Pay Plan (effective June 17, 2018)

Basic Steps (Bi-Weekly Rates)

PG	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18
7															
8															
9															
10															
11															
12															
13															
14															
15															
16															
17															
18	1038.40	1063.20	1088.80	1116.00	1144.00	1172.80	1202.40	1230.40	1260.00	1292.80	1324.80	1355.20	1391.20	1423.20	1460.80
19	1088.80	1116.00	1144.00	1172.80	1202.40	1230.40	1260.00	1292.80	1324.80	1355.20	1391.20	1423.20	1460.80	1496.00	1532.80
20	1144.00	1172.80	1202.40	1230.40	1260.00	1292.80	1324.80	1355.20	1391.20	1423.20	1460.80	1496.00	1532.80	1572.00	1610.40
21	1202.40	1230.40	1260.00	1292.80	1324.80	1355.20	1391.20	1423.20	1460.80	1496.00	1532.80	1572.00	1610.40	1646.40	1690.40
22	1260.00	1292.80	1324.80	1355.20	1391.20	1423.20	1460.80	1496.00	1532.80	1572.00	1610.40	1646.40	1690.40	1732.00	1772.80
23	1324.80	1355.20	1391.20	1423.20	1460.80	1496.00	1532.80	1572.00	1610.40	1646.40	1690.40	1732.00	1772.80	1817.60	1864.80
24	1391.20	1423.20	1460.80	1496.00	1532.80	1572.00	1610.40	1646.40	1690.40	1732.00	1772.80	1817.60	1864.80	1909.60	1958.40
25	1460.80	1496.00	1532.80	1572.00	1610.40	1646.40	1690.40	1732.00	1772.80	1817.60	1864.80	1909.60	1958.40	2004.00	2054.40
26	1532.80	1572.00	1610.40	1646.40	1690.40	1732.00	1772.80	1817.60	1864.80	1909.60	1958.40	2004.00	2054.40	2103.20	2158.40
27	1610.40	1646.40	1690.40	1732.00	1772.80	1817.60	1864.80	1909.60	1958.40	2004.00	2054.40	2103.20	2158.40	2208.80	2264.80
28	1690.40	1732.00	1772.80	1817.60	1864.80	1909.60	1958.40	2004.00	2054.40	2103.20	2158.40	2208.80	2264.80	2322.40	2378.40
29	1772.80	1817.60	1864.80	1909.60	1958.40	2004.00	2054.40	2103.20	2158.40	2208.80	2264.80	2322.40	2378.40	2436.80	2497.60
30	1864.80	1909.60	1958.40	2004.00	2054.40	2103.20	2158.40	2208.80	2264.80	2322.40	2378.40	2436.80	2497.60	2558.40	2622.40
31	1958.40	2004.00	2054.40	2103.20	2158.40	2208.80	2264.80	2322.40	2378.40	2436.80	2497.60	2558.40	2622.40	2684.00	2753.60
32	2054.40	2103.20	2158.40	2208.80	2264.80	2322.40	2378.40	2436.80	2497.60	2558.40	2622.40	2684.00	2753.60	2820.00	2890.40
33	2158.40	2208.80	2264.80	2322.40	2378.40	2436.80	2497.60	2558.40	2622.40	2684.00	2753.60	2820.00	2890.40	2960.00	3036.00
34	2264.80	2322.40	2378.40	2436.80	2497.60	2558.40	2622.40	2684.00	2753.60	2820.00	2890.40	2960.00	3036.00	3108.80	3187.20
35	2378.40	2436.80	2497.60	2558.40	2622.40	2684.00	2753.60	2820.00	2890.40	2960.00	3036.00	3108.80	3187.20	3266.40	3344.80
36	2497.60	2558.40	2622.40	2684.00	2753.60	2820.00	2890.40	2960.00	3036.00	3108.80	3187.20	3266.40	3344.80	3432.00	3512.80
37	2622.40	2684.00	2753.60	2820.00	2890.40	2960.00	3036.00	3108.80	3187.20	3266.40	3344.80	3432.00	3512.80	3601.60	3691.20
38	2753.60	2820.00	2890.40	2960.00	3036.00	3108.80	3187.20	3266.40	3344.80	3432.00	3512.80	3601.60	3691.20	3783.20	3877.60

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GOVERNOR JEFF COLYER, M.D.

EXECUTIVE DIRECTIVE NO. 18-486

Authorizing Personnel Transactions

By virtue of the authority vested in the Governor as the head of the Executive Branch of the State of Kansas, the following transaction is hereby authorized:

The request of Kraig Knowlton, Director of Personnel Services, to establish the attached, updated pay plan for unclassified physicians and medical staff in state facilities under the authority of the Department for Aging and Disability Services is hereby approved, effective June 17, 2018, in accordance with KSA 75-2935c.

I have conferred with the Secretary of Administration, the Chief Budget Officer, the Director of Personnel Services, and members of my staff, and I have determined that the requested action is appropriate.

THE GOVERNOR'S OFFICE

6-29-18
Date

By the Governor


Secretary of State


Assistant Secretary of State

FILED

JUN 29 2018

KRIS W. KOBACH
SECRETARY OF STATE



MEDICAL SERVICES STAFF COMPENSATION WORKSHEET

(June 17, 2018 to June 15, 2019)

Physician Name:
Date of Agreement:
(Requested Effective Date)

Hospital:
Medical Field Specialty:

This worksheet is not an open record pursuant to the Kansas Open Records Act ("KORA"). This worksheet is exempt from disclosure pursuant to KORA by reason of K.S.A. 45-221, et seq. The following exceptions apply to this worksheet (a)(4) applicants for employment; (a)(20) notes and preliminary drafts; (a)(30) information of a personal nature; and any other state or federal law which applies to information which is not an open record.

Superintendents must be able to fund compensation submitted within current budgets.

- I. Base Pay Determination.** Section A lists the range of salaries for the following positions medical field specialty. Changes in base pay are based upon the recommendation of the Superintendent or at the discretion of the Secretary of the Kansas Department for Aging and Disability Services. Base pay cannot exceed the amounts listed below.

A. Range of Salaries: (Check Appropriate Box)

- | | |
|---|-----------------------------|
| <input type="checkbox"/> Medical Director | \$140,000.00 - \$270,000.00 |
| <input type="checkbox"/> Clinical Director of Psychiatry | \$175,000.00 - \$270,000.00 |
| <input type="checkbox"/> Psychiatrist | \$140,000.00 - \$225,000.00 |
| <input type="checkbox"/> Physician | \$120,000.00 - \$225,000.00 |
| <input type="checkbox"/> Institutional License | \$110,000.00 - \$225,000.00 |
| <input type="checkbox"/> PHD Licensed Psychologist | \$68,000.00 - \$115,000.00 |
| <input type="checkbox"/> Mid-Levels (Physician's Assistant/Nurse Practitioner/APRN) | \$68,000.00 - \$115,000.00 |

Specify: _____
(this should match medical field specialty listed at top of page)

B. Contract Base Pay:

\$ [Amount]

Total Section I:

\$ [Amount]

II. Added Value

A. Specialized Training (\$3,000 per each) \$ [Amount]

Specify Training:

Justification for why needed at hospital:

Formalized subspecialty training including, but not limited to: geriatric psychiatry, forensic psychiatry, child psychiatry, and psychopharmacology, approved by the American Medical Association and the American Psychiatric Association.

B. Board Certification (\$6,000 per each): Yes ☐ No ☐ \$ [Amount]

Psychiatry and Neurology ☐

Internal medicine and family practice ☐

Other, specify: **[Explanation]** ☐

C. Supervision (\$6,000) \$ [Amount]
(Provides administrative or clinical supervision beyond that provided by all physicians.)

1. Provide number of staff supervised, job title, vacant or filled:

D. For Larned State Hospital **ONLY** add \$20,000 for geographic incentives. \$ [Amount]

Total Section II: \$ [Amount]

III. Optional Incentive

Compensation under this subsection is taxable and offered in the form of a lump sum payment.

☐ A. Hospital HR must attach the Employee Job Action History Report from SHaRP. Hospital HR is responsible for verifying the service date is accurate, which includes adjusting years of service, if necessary.

☐ B. Discretionary Incentive \$ [Amount]

At the discretion of the Superintendent, the employee may be eligible for a one-time annual payment which shall be paid at the beginning of the fiscal year based on years of service at the beginning of the fiscal year as follows, provided that the employee has not had a break in service exceeding one year or greater^{1 2}:

¹ Number of years Employee has held the specific position in Section 1, page 1.

² If an employee has a break in service for one year or greater, when the employee returns to one of the positions identified on page 1 of this worksheet, the years of service start over on the return effective date.

- ☐ **For 1-3 years of completed service:**
The incentive payment shall not exceed the amount computed by multiplying \$500 by the number of full years of service.

1 year x \$500 = \$500
2 years x \$500 = \$1,000
3 years x \$500 = \$1,500

- ☐ **For 4-6 years of completed service:**
The incentive payment shall not exceed the amount computed by multiplying \$1,000 by the number of full years of service.

4 years x \$1,000 = \$4,000
5 years x \$1,000 = \$5,000
6 years x \$1,000 = \$6,000

- ☐ **For 7 years or more of completed service:**
The incentive payment shall not exceed the annual amount of \$15,000 following 7 or more full years of service.

☐ C. Optional Educational Loan Repayment \$ [Amount]

- Up to \$20,000 following the completion of 2nd year of service and upon execution of the 3rd year agreement.
- Up to \$20,000 upon the completion of each subsequent year of service starting with year 4; not to cumulatively exceed the total amount of \$160,000.

☐ **Required** – Employee must provide a current statement of loan account which will be attached to this worksheet by HR (If this is not provided then the employee is not eligible to receive the repayment)

Total Section III: \$ [Amount]

IV. Salary Determination

This section is used to determine annual salary. Calculate the appropriate amounts using Sections I, II, and III.

Total for Section I \$ [Amount]

Total for Section II \$ [Amount]

Total Annual Salary (Sum of Section I & II totals)

\$ [Amount]

Optional Incentive: (Sum for Section III)

\$ [Amount]

V. Credentialing Checklist

☐ A. Completed credentialing checklist attached

VI. Housing

On-campus housing provided in benefits packages.

Yes ☐ No ☐

If yes, Housing Agreement must be attached.

VII. Moving Expenses Request*

☐ A. Applicant requesting approval for reimbursement of moving expenses

☐ B. Human Resources has contacted applicant and provided information necessary before a determination can be made.

*Submission of moving expenses does not constitute approval for reimbursement. A separate, specific document shall identify if moving expenses will be reimbursed and how much will be reimbursed if approved.

Completed Worksheet Approvals:

Superintendent Signature

Date

Medical Services Director Signature
(Signature not required for Medical Director's Worksheet)

Date

Hospital Human Resources Director Signature

Date

Central Office Human Resources Signature

Date

STATE OF KANSAS



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GOVERNOR JEFF COLYER, M.D.

EXECUTIVE DIRECTIVE NO. 18-489

Authorizing Personnel Transactions

By virtue of the authority vested in the Governor as the head of the Executive Branch of the State of Kansas, the following transaction is hereby authorized:

The request of Kraig Knowlton, Director of Personnel Services, to establish step 9 of pay grade 26 as the entry rate for the Natural Resource Officer I job classification and place all current employees in that job classification on the steps of pay grade 26 indicated below is hereby approved, effective July 1, 2018.

1. Establish Step 9 of Pay Grade 26 as the entry rate for the Natural Resource Officer I job classification and place all current employees in that job classification on the steps of Pay Grade 26 indicated below, effective July 1, 2018.

<u>Years in Rank</u>	<u>Step</u>
0-2	9
3-4	10
5-6	11
7-8	12
9+	13

2. Establish Step 12 of Pay Grade 27 as the entry rate for the Natural Resource Officer II job classification and place all current employees in that job classification on the steps of Pay Grade 27 indicated below, effective July 1, 2018.

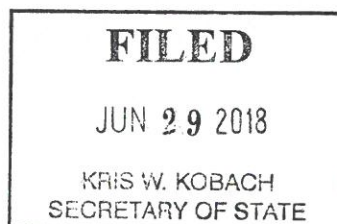
<u>Years in Rank</u>	<u>Step</u>
0-2	12
3-4	13
5-6	14
7-8	15
9+	16

I have conferred with the Secretary of Administration, the Chief Budget Officer, the Director of Personnel Services, and members of my staff, and I have determined that the requested action is appropriate.

THE GOVERNOR'S OFFICE

By the Governor

6-29-18
Date



[Signature]
Kris Kobach
Secretary of State
[Signature]
Assistant Secretary of State