Technology Net, LLC
Advantages of the Technology Net Compensation Survey System (CSS)

System Options

- TechNet Compensation Survey System (CSS): Join the growing body of local governments with access to interstate comparative data.

- Stand Alone/ Closed System: TechNet will custom build a site to meet your specifications.

Private Label

- For both system options, TechNet will label the site with your logo for easy membership recognition of our working relationship.

Support

- In-state training: TechNet will provide web-based training sessions to member subscribers with individual meeting capacity of 22 attendees. These sessions are thorough tutorials addressing data entry processes and report generation methods and practices.

- Telephone Training: TechNet will provide over-the-phone training to individuals users giving personal attention to their unique needs and interests.

- Online Manual: The TechNet system has a built in user manual which may be read or printed from the system website.

- System Helps: Each system screen is linked to help features giving explanation and examples.

- Email Notification: At the bottom of each system screen are "Contact Us" links. When selected the user may send a request for assistance.

- TechNet will assist with data entry by downloading directly into the online system from various database or spreadsheet documents your members may provide. Annual updates are also performed by TechNet teams based upon across the board COLA's or other broad based adjustments.

Administrative Access

- TechNet will provide League staff with free access to the online system, thereby allowing the ability to run custom reports for small member entities. Additionally, League staff will be able to "login as" any member entity to provide an added level of support and assistance.

Data Maintenance

- Data entered is dated, the dates appear on various screens and reports allowing users to verify up to date status and quality of information.

- Data and system are accessible 24x7, 365 days a year.

- System accessible from any location with internet access.

- Data updates performed by TechNet--- all across-the-board adjustments, COLA's, etc., can be applied by TechNet to existing data for range and actual data (HUGE TIME SAVER). From an email or phone call, we can have your information up-to-date almost overnight.

- Historical data & tracking. At the end of each year the system is archived. Over time the user may desire to determine historical patterns or trends within their own pay system. TechNet will provide data from archived years upon request.

Quality Control

- <u>Internal Peer and User Interaction</u>: Subscribers may email each other directly from the TechNet system to verify the accuracy of matches and data entered.

- TechNet has report capability to identify data falling outside of reasonable comparative parameters, such as reported pay rates that are plus/minus 20% of the mean.

- TechNet will, upon request, validate the accuracy of any data.

System Features

My Account (Multiple user privileges for each subscribing entity)

Login ID

Change My Password

Entity   NEW MEXICO MUNICIPAL LEAGUE
First Name
Initial
Last Name
Job Title
Phone
Fax
E-mail

Entity Profile

Entity Name   CARLSBAD
Entity Type   City / Town ▾

Address

Line 1   P.O. Box 1569

Line 2   101 N. Halagueno

City   Carlsbad

State   New Mexico ▾

Zip Code   88221

Contact Info

Name   Scot Bendixsen

Phone   (505) 887-1191

Email   personnel@carlsbadnm.com

Web Site	w w w .cityofcarlsbadnm.com

Other

Population	27000	help
Number of FTE's	313	help
Annual Budget $	16,000,000.00	help

Total Compensation Calculations

**The following figures represent the
EMPLOYER'S MONTHLY SHARE.**

Health Cost	$	720.20	help
Health Provider		City of Carlsbad - self insured	
Dental Cost	$	0.00	help
Dental Provider		City of Carlsbad - self insured	
Life Insurance Cost	$	19.62	help
Life Insurance Provider		UNUM / Provident Life Insurance	
Retirement Percentage		9.15 %	help
Retirement Provider		PERA	
Disability Percentage		0.00 %	elp
401k,a,b Percentage		0.00 %	elp
457 Percentage		0.00 %	elp
Medicare Percentage		1.45 %	elp
Social Security Percentage		6.20 %	elp
Any additional percentage that should factor into the TCV		0.00 %	elp
Any additional dollar amount that should factor into the TCV	$	0.00	elp

Total Compensation Value (TCV) is calculated and illustrated on the Advanced Comparison Detailed report. This value is derived by adding the total cost of benefits paid by the employer to the reported average hourly wage. With this feature you can examine another critical component of "comparability".

Explanation of Benefits

Leave Accruals and Practices

Vacation (Days/Year)

Years of Service

1	2	3	4	5	6	7	8	9	10	11	12	13
10	10	10	10	10	15	15	15	15	15	20	20	20

14	15	16	17	18	19	20	21	22	23	24	25	25+
20	20	21	22	23	24	25	26	27	28	29	30	30

Elected Officials

Add	ID	Title
☐	2700	MAYOR
☐	2705	CITY COUNCILOR
☐	2710	JUSTICE / MUNICIPAL JUDGE - Elected
☐	2715	COUNTY COMMISSIONER
☐	2720	COUNTY COMMISSION CHAIR
☐	2725	COUNTY ATTORNEY
☐	2730	COUNTY SHERIFF
☐	2735	COUNTY CLERK
☐	2740	COUNTY AUDITOR
☐	2745	COUNTY RECORDER
☐	2750	COUNTY TREASURER
☐	2755	COUNTY ASSESSOR
☐	2760	COUNTY SURVEYOR
☐	2765	COUNTY CORONER
☐	2770	BOARD CHAIRMAN
☐	2775	BOARD MEMBER
☐	2726	PROSECUTING ATTORNEY

Private Entities

This is a **powerful feature** enabling each individual subscriber to enter into the online system data they have gathered or purchased, and then integrate that data into the online reports. This "Private Entities" data is only available to the user creating that private entity, thereby not compromising any confidentiality.

Entity

MERCER REPORT	Delete
HAY GROUP REPORT	Delete
HARKER CONSTRUCTION	Delete
MARICOPA ASSOCIATION OF GOVERNMENTS	Delete
ICMA ANNUAL REPORT	Delete

Benchmark List

Over 900 public sector job titles are currently available in the system. Additional titles can be added to accommodate the needs of the league or association. The league may choose to select a set of core titles to be reported against by each member. TechNet can pre-set those jobs for each subscriber. Each entity would still be free to compare with any of the 900 titles at any time.

This listing displays the Benchmark IDs, Titles, and their Functional Categories in the system. You can sort the list by ID, Title, Functional Category, or by the date the data was last updated by selecting the appropriate selection in the Sort By box. To view the description of a benchmark, click its title. To enter/edit data for a particular benchmark, click the associated Edit link. The last column indicates the date on which changes were made to this record for your organization. If you have previously entered data for a particular benchmark, you will see a date listed.

SEARCH FOR: POL ☐ (my jobs only)   **SORT BY:** Job Title   **DIRECTION:** Ascending   Search

Jobs

ID		Title	Grade	Functional Category	Last Update
1535	Edit	ASSISTANT POLICE CHIEF		PUBLIC SAFETY / EMERGENCY RESPONSE	
1735	Edit	POLICE CAPTAIN	26	PUBLIC SAFETY / EMERGENCY RESPONSE	02/19/2003
1740	Edit	POLICE CHIEF		PUBLIC SAFETY / EMERGENCY RESPONSE	09/16/2003
1745	Edit	POLICE LIEUTENANT		PUBLIC SAFETY / EMERGENCY RESPONSE	
1749	Edit	POLICE OFFICER		PUBLIC SAFETY / EMERGENCY RESPONSE	
1750	Edit	POLICE OFFICER I	18	PUBLIC SAFETY / EMERGENCY RESPONSE	02/19/2003
1755	Edit	POLICE OFFICER II		PUBLIC SAFETY / EMERGENCY RESPONSE	
1760	Edit	POLICE OFFICER III		PUBLIC SAFETY / EMERGENCY RESPONSE	
1765	Edit	POLICE SERGEANT	20	PUBLIC SAFETY / EMERGENCY RESPONSE	02/19/2003
1780	Edit	RESERVE POLICE OFFICER		PUBLIC SAFETY / EMERGENCY RESPONSE	

Benchmark Group Listing

The user may create an unlimited number of job groups to explore or "survey" the comparability with data reported for those same jobs by other system users. A "Benchmark Group" can contain 1 or dozens of titles.

You create Benchmark Groups to work with one or more related benchmark titles together. For example, you may want a group that contains all your Public Safety titles and another group for all your Public Works titles. You may have another group for all your titles to make editing the salary data easier. You can have as many benchmark groups as you wish, and, any particular benchmark title can belong to as many of your groups as you wish. Click help for additional details.

Group Name

Admin/Clerical/Office [3]	Edit	Delete Group
All Jobs [86]	Edit	Delete Group
Asst Clerk [4]	Edit	Delete Group
Bldg Inspect [3]	Edit	Delete Group
Clerk [1]	Edit	Delete Group

Entity Group Listing

As with the Benchmark Group, the user may create an unlimited number of **entity groups** to explore or "survey" against. Here you have the ability to select in-state or out-of-state entities that have reported data. Cities, Counties, States, Special Districts, Transit Authorities, School Districts, and other natural associations as they come into the TechNet Compensation Survey System.

You create Entity Groups to work with one or more related entities together. For example, you may want a group that contains all the entities that are the same type of entity as yours is. You may want another group for entities that are geographically close to you. You can have as many Entity Groups as you wish, and, any particular entity can belong to as many of your Entity Groups as you wish. Click help for additional details.

Group Name

All [41]	Edit	Delete Group
FIre [44]	Edit	Delete Group
Finance Officer [57]	Edit	Delete Group
PD [4]	Edit	Delete Group
Police [70]	Edit	Delete Group
SE NM [4]	Edit	Delete Group

Create New Group

Salary Data

Editing and entering data into the system is simple. Using this screen each user can review all their data, search for additional titles against which to match, sort data according to pay grades, verify entry dates, etc.
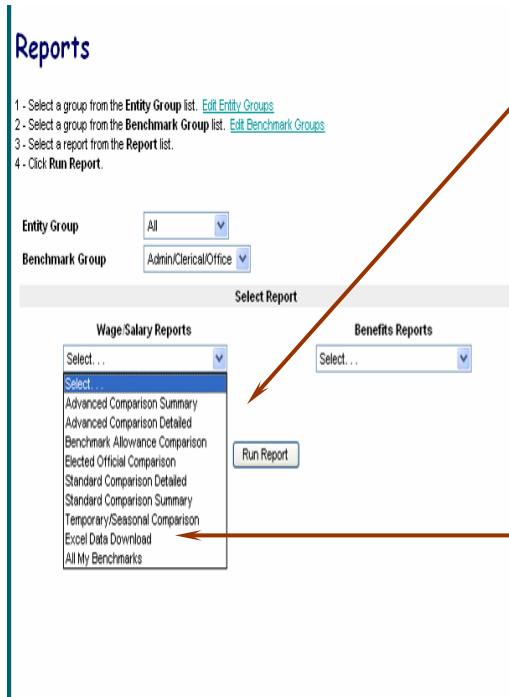
This page is used to search for jobs for which you wish to review or input data. To search for a job, enter any portion of its title in the **SEARCH FOR** field and click the **Search** button. If you only want to view jobs for which you have already entered data, click in the "**my jobs only**" box. Jobs for which you have previously entered data will display a **Last Updated** date. You may sort the list anytime by selecting the field you wish to sort by from the **SORT BY** list. You may also specify the sorting direction by selecting an option from the **DIRECTION** list. To view additional details about any job in the list, click the associated **Details** link.

SEARCH FOR: ☑ (my jobs only)   **SORT BY:** [Job Title ▾]   **DIRECTION:** [Ascending ▾]   [Search]

NOTE: After you have made the desired changes to the data you must click the **Save Changes** button at the bottom of the screen.

Job Title	Range		Actual			Grade	Inc	Last Updated	
	Min	Max	Low	High	Avg				
ACCOUNTING CLERK	0.00	0.00	11.23	11.23	11.23	0	1	03/19/2004	Details
AIRPORT MANAGER	13.67	18.32	18.32	18.32	18.32	0	1	03/19/2004	Details

Reports

Reports

1 - Select a group from the **Entity Group** list. Edit Entity Groups
2 - Select a group from the **Benchmark Group** list. Edit Benchmark Groups
3 - Select a report from the **Report** list.
4 - Click **Run Report**.

Entity Group   [All ▾]
Benchmark Group   [Admin/Clerical/Office ▾]

Select Report

Wage/Salary Reports   Benefits Reports
[Select... ▾]   [Select... ▾]

Select...
Advanced Comparison Summary
Advanced Comparison Detailed
Benchmark Allowance Comparison
Elected Official Comparison
Standard Comparison Detailed
Standard Comparison Summary
Temporary/Seasonal Comparison
Excel Data Download
All My Benchmarks

[Run Report]

Report options for **wage and salary** and **benefit** comparisons are available from a pull-down menu. Each option offers a powerful level of analysis for the organization decision-makers.

The serious analyst has use of various measures of central tendency including means, standard deviations and standard error. Using the standard error actually helps you understand how reliable the job is as a benchmark and assess consistency within your survey group.

An extremely useful feature in the report menu is **"Excel Data Download"**. Using this option you simply drop the file onto your desktop for customized and additional analysis.

TechNet

Login As
Edit Benchmarks
Edit Entities
Validation Report

Admin

Login As

General Info

My Account
Entity Profile
Benefits
Allowances & Practices
Elected Officials
Private Entities

Salary Data

Benchmark Listing
Edit Data

Reports

Allowance Groups
Benchmark Groups
Entity Groups
Reports

Log Off

Message Board

General Messages

View [Current ▼] messages.

03/10/2005   Renaming Entity and Benchmark Groups

League/Association Messages

View [Current ▼] messages.

This is a look at the full list of menu options on the navigation bar. Notice the powerful features labeled as "Allowances & Practices", "Private Entities", "Benchmark Listing" (currently housing over 900 benchmark titles).

The message board appears when you first enter the system and is where you are apprised of both system developments and issues unique to your group, league or association.

Home | Contact Us | About Technology Net | Documentation

Services Offered

The user simply clicks on the service or services they provide.

☐	Check/Uncheck All
☐	Airport
☐	Ambulance Services
☐	Animal Control
☐	Cemetery
☐	E911 Dispatch
☐	Economic Development
☐	Electric Utility
☐	Fire
☐	Gas Utility
☐	Golf Course
☐	Housing
☐	Law Enforcement
☐	Library
☐	Marinas
☐	Municipal Court
☐	Parks
☐	Performing Arts
☐	Planning/Community Development
☐	Public Works (street maintenance and related)
☐	Recreation
☐	Recycling
☐	Secondary Water/Irrigation
☐	Sewer
☐	Solid Waste Collection
☐	Solid Waste Landfill
☐	Water

Email Exchanged August 13, 2004
(State of Virginia has now been a user group for 9 years)

From: Tedd Povar [tep3e@virginia.edu]
To: Mike Swallow
CC:
Subject: Re: Help File

Thanks Mike - this will be very helpful. I am now in the process of organizing the focus group to talk about this. Once we have some sort of schedule and plan, I'll get in touch.

By the way, I contacted a number of your referrals in the various states you recommended. All spoke very highly of your product and particularly of your personal service as they continue to implement the program.

Will be in touch soon on the next stage!

Tedd

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