

# Statewide Classification and Compensation Meeting

Wednesday, May 29, 2024  
2:00 pm to 3:00 pm

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

- I. Welcome – Jen  
Introduction of New CnC Team Member: Jasmine Indalecio-Fuller
- II. Workday HCM Reminders- Shilo
- III. Equal Pay Survey – Monique
  - a. Project Update
  - b. Employee Notifications
  - c. Equal Pay Tool
- IV. CHRO Updates/Information
  - a. Class Study Updates – Audrey
  - b. FLSA Threshold Changes, Worksheet Updates – Anna
    - HCM | FLSA Validation Report (2024-2025) – Chris
  - c. Workday Case Management Submissions – Chris
  - d. Unclassified (executive) Service Guide – Anna
  - e. Delegated Authority Biannual Audit - Anna
- V. Roundtable

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

- June 26 (training)
- July 31
- August 28 (training)
- September 25
- October 30 (training)
- November 20
- December 18 (training)

To join HR Tech email ListServ, please contact [chro\\_admn\\_dist@das.oregon.gov](mailto: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>