



OKLAHOMA
Office of Management
& Enterprise Services

AAA Memo HCM 22-16

Date: Dec. 2, 2022

To: All Appointing Authorities

From: Jake Smith, HCM Administrator

Re: Statewide Compensation Study

Per House Bill 3422 of the 2022 regular legislative session, HCM is required to conduct a study to examine the overall compensation for positions covered by the Office of Management and Enterprise Services under the Civil Service and Human Capital Management Act. We have partnered with Ernst & Young (EY) to conduct this study and will begin work immediately.

Additionally, the study will map previously unclassified jobs into the existing HCM job catalog by reviewing job descriptions, minimum qualification, years of experience and other certifications. EY will create up to 200 new job profiles for unique positions where there are no existing matches.

The third aspect of the study is to examine the overall human resources functions throughout the state and provide an analysis of what statewide human resources functions could be consolidated and alternatives on how to consolidate such functions.

This work will be conducted over two sprint efforts. The first sprint will start immediately and conclude by Dec. 31, 2022. The focus will be on benchmarking 50 jobs. The second sprint will start in January of 2023 and conclude in March 2023. It will focus on benchmarking an additional 450 jobs as well as the job catalog cleanup and HR consolidation research. A final compensation report and HR assessment report will be provided at the end of Sprint 2.

We will be reaching out to different agency stakeholders throughout this process. We will start scheduling the stakeholder interviews for the week of December 5. To help us in meeting the requirements of HB 3422, we ask that agencies prioritize making time for these interviews.

While this study will be impactful for all agencies, due to resource and time restraints we are limited in the number of agencies that can participate in interviews. We tried to be very intentional when selecting agencies to participate; if you are one of the agencies selected, we will be contacting you very soon.

If you have questions, please don't hesitate to contact to one of the following:

- Jake Smith – Jacob.smith@omes.ok.gov
- Natasha Riley – natasha.riley@omes.ok.gov
- Deanna Ferron – deanna.ferron@omes.ok.gov
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