



OKLAHOMA
Office of Management
& Enterprise Services

AAA Memo: HCM 2024-05

Date: July 1, 2024

To: All appointing authorities

From: Emily Roberson, Chief Human Resources Officer

Re: Reporting of executive pay increases

Each agency, board, commission, department or program in the executive branch of state government shall establish the salary of each of the chief executive officers for which they have appointing authority.

Such salary shall be set between the minimum and maximum of the [Agency Director Pay Structure](#). Pursuant to Title 74 § 3601.2(B) all agencies, boards, commissions, departments or programs shall report increases granted under this section to the Office of Management and Enterprise Services by Aug. 1 each year.

If your agency gave the agency director/appointing authority a salary increase between July 1, 2023, and June 30, 2024, please email the following information to HCMClassComp@omes.ok.gov by Aug. 1, 2024:

1. Agency name.
2. Director name.
3. Previous salary.
4. New salary.
5. Effective date.

If you have any questions or comments, please feel free to email your OMES HCM Classification/Compensation liaison at HCMClassComp@omes.ok.gov.