

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA

IN AND FOR THE COUNTY OF MOHAVE

FILED  
2005 JUL 13 11:43 AM  
VICTOR J. HILL  
SUPERIOR COURT CLERK

IN THE MATTER OF:

ADOPTION OF FY 05-06 3% COST )  
OF LIVING (COLA) SALARY )  
ADJUSTMENT FOR JUDICIAL )  
EMPLOYEES )  
\_\_\_\_\_ )

ADMINISTRATIVE ORDER  
2005-16

WHEREAS, the Mohave County Superior Court system remains firmly committed to providing equitable and adequate compensation for all judicial employees;


WHEREAS, it is the desire of the Mohave County Superior Court to adopt a salary policy for FY 05-06 in accordance with the provisions of the Mohave County Judicial Employee Merit System Rules;

WHEREAS, the Mohave County Superior Court acknowledges that the Mohave County Board of Supervisors has approved a 3% Cost of Living Adjustment (COLA) to be implemented as a 'within range' salary adjustment for all probationary and regular status employees filling full-time and part-time regular budgeted positions;

IT IS ORDERED, that judicial employees meeting the eligibility criteria listed above receive the 3% COLA effective July 9, 2005.

IT IS FURTHER ORDERED, that the attached FY 05-06 Superior Court Salary Policy and Judicial Classification and Compensation Schedule be adopted for implementation this date.

DATED this 18<sup>th</sup> day of July, 2005.

  
Honorable Randolph A. Bartlett, Presiding Judge  
Mohave County Superior Court

Original filed with the Clerk of the Superior Court in Mohave County

**SUPERIOR COURT IN MOHAVE COUNTY  
FY 05-06 JUDICIAL EMPLOYEE  
SALARY POLICY**

1. Effective July 9, 2005, probationary and regular status judicial employees who are filling full-time and part-time regular budgeted positions shall receive a 3% Cost-of-Living (COLA) salary adjustment effective July 9, 2005.
2. Should the above 3% COLA cause an eligible judicial employee to exceed the maximum salary of their assigned pay range, Honorable Randolph A. Bartlett, Presiding Judge, has authorized the employee's salary to exceed the maximum of their assigned pay range as allowed on an exception basis in accordance with the provisions of Judicial Merit System Rule 303(E).
3. Temporary status employees in the judicial service may receive a 3% salary adjustment upon written request of the Division Head and approval of the Presiding Judge. Such written request shall include documentation demonstrating sufficient and available funding to cover the fiscal year cost of the temporary employee(s) salary adjustment. The effective date of the temporary salary adjustment shall be the first of the payperiod immediately following approval of the Presiding Judge.
4. The process of providing judicial employee merit increases and pay level adjustments upon successful completion of an employee's probationary or annual review period shall continue to be suspended until further notice.

Superior Court in Mohave County

Judicial Classification Plan

FY 04-05

Classification	Class Code	FLSA	Range	Annual Range Minimum	Annual Range Maximum
Administrative Assistant/Secretary Elective	J003	OX	11	\$27,435.20	\$42,556.80
Administrative Program Specialist	J215	OE	15	\$33,342.40	\$51,750.40
Administrative Supervisor - Probation	J103	OX	18	\$38,584.00	\$59,924.80
Alternative Dispute Resolution Administrator	J004	OX	25	\$54,329.60	\$84,323.20
Assistant Chief Probation Officer	J109	OX	25	\$54,329.60	\$84,323.20
Assistant to Court Administrator	J036	OE	11	\$27,435.20	\$42,556.80
Automation Program Specialist	J309	OE	17	\$36,753.60	\$57,075.20
CASA Program Assistant	J645	OE	6	\$21,507.20	\$33,342.40
CASA Program Coordinator I	J279	OE	8	\$23,712.00	\$36,753.60
CASA Program Coordinator II	J278	OE	14	\$31,761.60	\$49,275.20
Caseflow Manager	J120	OE	15	\$33,342.40	\$51,750.40
Chief Deputy Clerk of Court	J010	OX	20	\$42,556.80	\$66,060.80
Chief Probation Officer	J125	OX	28	\$62,920.00	\$97,593.60
Clerical Temporary	J610	OE	A	-	-
Community Work Service Officer	J418	OE	11	\$27,435.20	\$42,556.80
Court Administrator - Superior Court	J127	OX	28	\$62,920.00	\$97,593.60
Court Automation Systems Manager	J129	OX	25	\$54,329.60	\$84,323.20
Court Reporter	J045	OX	18	\$38,584.00	\$59,924.80
Court Security Coordinator	J238	OX	15	\$33,342.40	\$51,750.40
Deputy Probation Officer I	J242	OE	13	\$30,243.20	\$46,924.80
Deputy Probation Officer II	J243	OE	15	\$33,342.40	\$51,750.40
Deputy Probation Officer Senior	J244	OX	18	\$38,584.00	\$59,924.80
Education Assistant	J580	OE	7	\$22,588.80	\$35,006.40
Family Counselor-Mediator	J250	OX	15	\$33,342.40	\$51,750.40
Field Trainer	J340	OE	13	\$30,243.20	\$46,924.80
Finance Officer	J253	OX	17	\$36,753.60	\$57,075.20
Human Resource Technician	J521	OE	10	\$26,124.80	\$40,518.40
Inactive - Court Collections Officer	J233	OX	15	\$33,342.40	\$51,750.40
Juvenile Detention Officer I	J421	OE	10	\$26,124.80	\$40,518.40
Juvenile Detention Officer II	J422	OE	12	\$28,787.20	\$44,678.40
Juvenile Detention Officer III	J423	OE	16	\$35,006.40	\$54,329.60
Juvenile Detention Officer Recruit	J420	OE	9	\$24,897.60	\$38,584.00
Juvenile Detention Supervisor	J135	OX	21	\$44,678.40	\$69,368.00
Juvenile Detention Teacher	J290	OX	15	\$33,342.40	\$51,750.40
Law Librarian	J260	OE	11	\$27,435.20	\$42,556.80
Office Assistant - Opt A (General)	J642	OE	6	\$21,507.20	\$33,342.40
Office Assistant - Opt B (Legal)	J642	OE	6	\$21,507.20	\$33,342.40
Office Assistant Senior - Opt A (General)	J651	OE	8	\$23,712.00	\$36,753.60
Office Assistant Senior - Opt C (Courtroom Clerk)	J653	OE	10	\$26,124.80	\$40,518.40
Office Assistant Senior - Opt G (Accounting)	J654	OE	8	\$23,712.00	\$36,753.60
Office Clerk - Opt A (General)	J630	OE	4	\$19,489.60	\$30,243.20
Office Clerk - Opt B (Legal)	J631	OE	4	\$19,489.60	\$30,243.20
Office Specialist - Opt B (Legal)	J662	OE	11	\$27,435.20	\$42,556.80
Office Specialist - Opt C (Courtroom Clerk)	J663	OE	12	\$28,787.20	\$44,678.40
Personnel Manager	J275	OX	22	\$46,924.80	\$72,841.60
Probation Surveillance Officer I	J470	OE	11	\$27,435.20	\$42,556.80
Probation Surveillance Officer II	J471	OE	12	\$28,787.20	\$44,678.40
Professional Temp - Exempt	J277	OX	A	-	-
Professional Temp - Non-Exempt	J276	OE	A	-	-
Protective Services Temp	J476	OE	A	-	-
Secretary - Opt A (General)	J691	OE	10	\$26,124.80	\$40,518.40
Special Programs / Training Coordinator	J480	OE	16	\$35,006.40	\$54,329.60
Youth Care Worker I - Juvenile	J496	OE	10	\$26,124.80	\$40,518.40
Youth Care Worker Recruit - Juvenile	J495	OE	9	\$24,897.60	\$38,584.00

OE = FLSA Non-exempt position (overtime eligible); OX = FLSA Exempt position (salaried)

Revised 04-29-05