

Compensation and Benefits Survey, ACI-NA

Overview, 17 April 2008

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Framework

- United States airports only; may change in the future
- 3 year cycle
 - Year 1. Compensation component (± 50 survey jobs) with ± 10 “core” policy/practice areas of inquiry and ± 5 benefits/perks/services areas of inquiry
 - Year 2. Compensation component (± 75 survey jobs) with a stronger policy/practice component
 - Year 3. Compensation component with “core” policy/practice areas of inquiry and a strong benefits/perks/services component
 - Years 3-6-9 = substantial benefits/perks/services inquiries
- Airport profiles for data slicing-n-dicing (such as governance, O&M budget level, total FTEs ...)
- Web-based

Framework Continued

- Compensation
 - Pay range, base pay and special forms of pay; base pay data collected at the position level (not job or class “average” or “high/low”)
 - Special compensation/perks questions for executive-level jobs
 - No pre-population of data from one year to the next
 - Survey job definition reviews/revisions; survey job additions/deletions; etc.

Policies and Practices

- Annually repeated areas of inquiry, such as pay and pay structure adjustments, staffing plan projections and turnover rates
- Recurring areas of inquiry (once every 2 or 3 years, for example), such as signing, referral, retention and completion bonuses, shift differentials
- One-time or “hot topic” inquiries, such as strategic HR planning
- Pre-populated data for *some* recurring questions in *some* areas of inquiry
 - For example, Survey Year 3 questions about shift differential(s) may be pre-populated on *your* “answer sheet” with *your* Survey Year 1 response(s) so you would need to enter *new* answers only by exception, but we would not pre-populate responses using *your* prior year answers for inquiries about turnover

Benefits/Perks/Services

- Health and welfare
- Retirement
- Misc. employee services
- Pre-populated data for *several* recurring questions in *several* areas of inquiry
 - For example, Survey Year 6 questions about core requirements for normal retirement (such as age and years of service) would be pre-populated on *your* “answer sheet” with *your* Survey Year 3 response(s) (so you would need to enter *new/different* answers only by exception)

First Survey and Beyond

- RFP issued; vendor selection = May
 - Full service required, including marketing, order fulfillment (User Name/Password); user comments page; and site hosting, to include “help”
 - Vendor selection is a key to achievement of objectives and quality
- Data collection begins after July 14/21±
- “Show” in Boston (September)
- Results *possibly* on-line *as early as* Oct 31
- \$ - \$ - \$ to be decided
- Should alleviate need for *some* independent airport surveys now being conducted
 - “Flash surveys” and specialized or highly focused surveys are expected to continue

The Road Ahead

- Submit your group-ordered (“critically important” v. “important” v. “nice-to-survey”) lists of:
 - (a) job titles,
 - (b) policy/practice areas of inquiry,
 - (c) *Survey Year 1 (only)* benefits/perks/services areas of inquiry
 - (d) special wants/needs (such as desire for built-in geographic pay differentials)
 - Provide Nancy Zimini your email address
 - I will email the request for your input **soon**; *please coordinate internally for a unified response for your organization*
- Survey working group membership – beware, real work is required – volunteer **soon**; see me here or email me: ken.pritchard@mwa.com

Questions/Handouts