

Parish Pay Guidelines FY 2010-11 – Lay Employees and Related Budget Information for Pay and Benefits



Updated Parish Pay Range Guidelines for 2010-11 are enclosed. After foregoing an increase to the pay range guidelines for both the Pastoral Center and the Parishes last year, we are increasing them by a modest 1.5% in order to maintain some comparability with the local job market. Since these pay ranges can be helpful in assisting you when considering employee compensation issues at your parish, please insert them into the Parish Pay Guidelines manual you received earlier.

The minimum wage laws did not change this year but they do differ: San Francisco's minimum wage continues at \$9.79 per hour. Outside of San Francisco, the California minimum wage remains at \$8.00 per hour. Hence, the minimum of the lowest range (N1 -- designed for student or seasonal workers) is currently \$9.79 in the City of San Francisco and \$8.00 elsewhere in the Archdiocese. These rates are incorporated into the revised parish pay ranges.

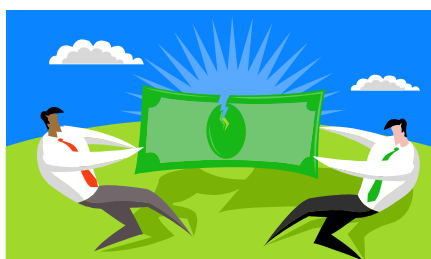
Since the pay range guidelines are increasing somewhat, you should consider pay increases for employees this year. Other Catholic dioceses nationally and in our region are planning very low employee pay increases this year due to the continuing economic downturn; estimates range up to 2.2%. For pay increases you will want to maintain a balance among the following constraints: 1) the parish's financial condition; 2) whether or not your employees received an increase this year; 3) pay equity among employees; 4) changes in health insurance costs both to the parish and employees; and 5) employee performance (increases should be reduced or eliminated for employees with documented poor work performance). Maintaining relative competitiveness against other job markets may not be as difficult as in the past, judging from the unemployment rate. The Consumer Price Index (CPI-W) for the San Francisco Bay area averaged only 0.6% for all of 2009, but has recently begun to rebound, reaching 3.0% in December 2009.



The Musician per-liturgy stipend guidelines remain the same as last year. The Religious Stipend Model for FY 2010-11 was slightly adjusted in accordance with the approved formula linking the stipend to the CPI. It is also enclosed for your convenience. If you have any questions about how to apply these guidelines, please feel free to contact Carl Feil at (415) 614-5541.

Other preliminary **budget information** with respect to **Employee Benefits** is provided on the **back page** for your convenience.

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Employee Benefits – Archdiocese of San Francisco Preliminary Budget Information – FY 2010-11

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| Health Insurance Rates (RETA Blue Cross Plans & Kaiser) | For budgeting purposes, we are forecasting an overall increase of approximately 11% in the employer's portion of the premium based on February 2009 census. |
| San Francisco Health Care Security Ordinance (SFHSO) Applies only to employees working within the City and County of San Francisco. | Covered employees are those working 8 hours or more per week that are not enrolled in the Archdiocesan health plans. Cost per employee is \$1.96 per hour. |
| Lay Pension Plans | For budgeting purposes, we are forecasting 9% of gross wages for benefited employees covered by Parochial Pension Plan (no change from last year) |
| Flexible Spending Accounts | \$6 per month/per participating employee (no change from last year) |
| FICA (Social Security/Medicaid) Tax (employer portion) | Calculated at 7.65% of salary (no change from last year) |
| Long Term Disability (LTD) | Anticipated 0.183% of covered payroll (up to \$6,000 wages per month) |
| State Disability Insurance (SDI) | 1.10% of wage base to \$93,316. Maximum withholding per employee is \$1,026.48 |
| State Unemployment Insurance (SUI) | 1.50% to \$7,000. Maximum of \$105 per employee per year |
| Workers' Compensation Insurance | 4.5% rate increase over the April 2009 invoice |

