

have started going to the different departments, talking to department heads and individual employees about the duties and responsibilities of different jobs. He stated that they only talked to the employees whose questionnaires were not clear as to their duties. He further stated that after this study has been made, some classifications may be changed. After all positions have been classified, the employee will be notified as to his or her classification. If there is any question about their classification they will be told who to contact to clear up the question or to make appeals for reclassification.

Mr. Johnson stated that a study of pay scales was being made and that questionnaires regarding wages paid by public and private employers in Oregon and surrounding states is being sent out.

The Public Administration Service has developed a draft of proposed Civil Service Rules. The rules cover all of the aspects of the administration of a merit system including vacations, sick leave, etc.

After his talk Mr. Johnson answered questions for the group:

In answer to a question as to whether or not men and women attendants in the institutions doing the same type of work should get the same salary he stated that their group would no doubt recommend to the Civil Service Com-

mission that they do get the same rate of pay for the same work.

Asked as to when their survey would be finished he answered that they hoped to be finished around the first of June.

He stated that salaries in the classified service would be raised as high as possible but the low salaries of the elective officials served as a limiting ceiling.

When asked if the Public Administration Service would consider studying the unclassified positions including the elective and appointed officials. He stated that they would be glad to do so, but he thought the Board of Control would have to ask them to make such a study.

He further stated that the Public Administration Service would be glad to receive any recommendations that the Association would want to present to them.

It was suggested that when they were visiting towns throughout the state that talks be made before the upstate O.S.E.A. Chapters and Mr. Johnson said they would be very glad to do so if time permitted. It was suggested that their schedule be sent to the various chapters.

Adjourned for lunch until 1:30 p.m.

The meeting was called to order by President DeFrance. Mr. White called the roll and a quorum was present.

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