**HIRING AND RETAINING GOVERNMENT WORKERS JUST GOT EASIER
MAG LAUNCHES NEW HR DATA TOOL "JIMS"**

Disclaimer: For visioning purposes only, document may not reflect current state of project

(Phoenix, AZ - February 14, 2021) Today the Maricopa Association of Governments launched the upgraded Job Information Management System - JIMS. JIMS is the one-source of government compensation, benefits, job descriptions and policy information. JIMS is used by local, county and state governments to support hiring and retaining of employees. JIMS allows users to find compensation information from communities across Arizona to ensure positions have appropriate salary ranges.

Before JIMS 4.0, government human resource professionals spent hours benchmarking salaries, benefits and policies against other similar agencies via phone, e-mail and paper. This critical task relies on accurate and timely data. Having accurate benchmarks helps agencies stay competitive in a difficult job market and allows them to hire and retain the best employees. One of the primary barriers in the old system was the amount of time to update and validate data.

In a cooperative development effort, the Maricopa Association of Governments (MAG) and City of Tempe worked to improve and expand upon the JIMS platform. These updates ensure that the most critical application features were retained and improved upon; job information can be searched more easily than ever and policy information is readily accessible. The new JIMS platform also has expanded communication tools, simplified reporting, and enhanced search capabilities. The JIMS launch was supported by an outreach campaign that signed up all 91 Arizona municipalities as users.

"JIMS 4.0 is an effective tool to ensure that government agencies in Arizona have the staffing data necessary to effectively recruit and retain top talent", states Tom Belsche, League of Arizona Cities and Towns Executive Director. "Use of the JIMS 4.0 system has saved Human Resource professionals throughout Arizona thousands of hours through its collaborative approach in delivering classification and compensation data to organizations instantaneously. This free resource to government Human Resource Departments, will not only save time through eliminating day-to-day calls and emails, but also save money through reducing reliance on outside consultants in providing this information."

Government HR professionals start by registering on the JIMS website. From the website users can access research market trends, review policies, view job descriptions, evaluate current and proposed compensation practices and post jobs all on a single site. Users can search specific positions and communities and run and share benchmarking reports. Users can also upload their organizations data and documents. JIMS has a communications function that allows users to ask questions and share content with peers.

"The old version of JIMS was unreliable and you were never sure the information was up to date; even my own city's information. You had to augment JIMS data with information from other city websites. The new JIMS version is reliable, easy to use and you no longer have to go to other sites," said Becky Jones, HR Director for The Town of Magnificent, Arizona. "The reports feature is a value add and makes my job easier, especially when it comes to our biennial market study. We have seen a 20% increase in offer acceptance and are pleased with the new employees coming to our organization. For those organizations that have not hopped on the JIMS bandwagon, you need to do so!"

For more information please visit www.jims.azmag.gov.

FREQUENTLY ASKED QUESTIONS (FAQ)

1. What are we building and why?
   JIMS is a one-stop source for data and information on government salary, benefits and policies. JIMS is being built to provide a trusted source of information for government human resource professionals benchmarking compensation ranges to hire and retain employees.

2. How does JIMS work?
   JIMS is a cloud-based software application that users can access from any computer. Users can search data without registering or register to be able to upload data, save searches and run reporting.

   Arizona governments register, create an account for their organization and upload job classification and salary information.

   Users researching peer salary data can select the organizations and positions they want to research and then run reports to guide salary ranges.

3. Where does the data come from?
   JIMS data comes from the participating agencies. Data can be uploaded into JIMS from a variety of sources, but it is only pulled from agency data, not commercial providers.

4. Who can access and use JIMS?
   JIMS is a publicly accessible website. Some information and functions are only available to registered users.

   The primary intended user is public sector human resources staff looking for information to benchmark compensation and benefits for government employees.

5. Who owns, manages and maintains JIMS?
   JIMS is hosted by Maricopa Association of Governments, who performs ongoing maintenance to the application. The data is maintained by the participating agencies.

6. What information is available on JIMS?
   JIMS contains job titles, salary ranges, links to job descriptions, classifications and information on policies.

7. What analytics and reporting does JIMS support?
   JIMS provides analytics and reporting on job salaries to support peer benchmarking.

8. How do people find out about JIMS?
   JIMS is advertised to eligible agencies through peer outreach.

9. What training is available?
   Basic training videos are available online for users. The user group is also an excellent resource. Additional one-on-one training is available to agencies from their peers on request.

10. How can I register to use JIMS?
    Complete the simple registration form to request an account. MAG will work with the agency to verify permission for access. No registration is required for basic searches and queries.

11. What are the elements of the salary data?
    Salary data has a specified grade, range (minimum salary, maximum salary), and exempt status. These ranges are agency specific and are available for review.

12. What report templates come standard with JIMS? JIMS 4.0 has 10 report templates, including

13. What if I have a special report request? Who do I go to? If you believe you have a design for a specific report that would be generally useful, please submit it through the JIMS site and you will receive a follow-up call for more information. The collaborative Dischord group is also an excellent place to build consensus around feature and report requests. Some data may be extracted to CSV to allow custom reports.

14. How can I export salary data?
    Salary data can be exported into Excel.

15. Is there an easy way for me to update pay ranges for my city without having to do each range separately?

Bulk upload is available from a CSV file in a specified format.

18. How is the JIMS system kept secure and private?
    JIMS uses HTTPS to secure communication. The data included in JIMS is public information and most is available to any user of the site.

19. How are password creation and resets done?
    JIMS uses a self-service, automated registration system with password reset and recovery. Live service from MAG is limited and has a service level of 48 hours.

20. Are there alerts to remind users when their data needs to be updated?
    The lead contact for organizations using JIMS are notified at certain intervals when materials have become dated.

21. Is there a help feature? Can I talk to a live person?
    JIMS has a number of help features, including video tutorials and guides. Limited live help is available from MAG. Users are also encouraged to use the Dischord network to ask for assistance.

22. How much does JIMS cost to build, maintain, operate and use?
    Agencies are not charged to participate in JIMS. MAG maintains and updates the application as part of its general web activities.

23. Who pays for JIMS?
    JIMS is funded by MAG and is free to use.

24. What executive titles and benefits information is included?
    a. Base Salary
    b. Salary Range
    c. Deferred Compensation
    d. Vehicle Allowance
    e. Variable Pay (longevity, etc.)
    f. Benefits
    g. Additional compensation, other than base salary, not offered other employees
    h. Leave Accruals
    i. Bonus Options
    j. Retirement
    k. Severance
    l. Life Insurance

25. What is the technology architecture of JIMS?

JIMS is an ASP.NET powered website that delivers dynamic data from a Microsoft SQL Server database.

26. Is there a community networking tool?
    Yes. JIMS has a separate Discord user group to allow for community engagement.

28. Are City Organization Charts included?
    Yes, each participating entity is encouraged to include an organization chart to help users better understand roles.