

**Before the Board of Supervisors in and for the
County of Monterey, State of California**

Resolution No.: PPPR Control No. 22-033)
HRM Control No. 22-028)

- Adopts a Resolution to:)
- a. Amend the Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A and B to create the classification of Cannabis Program Manager with the salary range as indicated in Attachment A with an effective date of October 8, 2022;)
 - b. Amend the County Administrative Office Unit 1050-8533-Fund 001-Appropriation Unit CAO004 to reallocate and approve the reclassification of one (1) Program Manager II to one (1) Cannabis Program Manager as indicated in Attachment A with an effective date of October 8, 2022;)
 - c. Direct the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2022-23 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM System.)

WHEREAS, the Human Resources Department conducted a classification and base wage compensation study of the Program Manager II position in the County’s Cannabis Program; and

WHEREAS, the study found that the Program Manager II classification no longer aligns with the duties and responsibilities the incumbent is currently performing and it was determined there is a need to create a new classification of Cannabis Program Manager; and

WHEREAS, to establish a salary for this new classification, the Human Resources Department completed an external base wage compensation analysis and found there were no matches within the County’s nine (9) comparable agencies; and

WHEREAS, an internal comparison review and analysis was completed to set base wage for the new classification of Cannabis Program Manager; and

WHEREAS, it is recommended to create the new classification of Cannabis Program Manager, set the salary of this new classification to approximately \$11,800 per month at top step, and reallocate the position and reclassify the Program Manager II incumbent to the newly created classification of Cannabis Program Manager; NOW, THEREFORE,

BE IT RESOLVED by the Board of Supervisors in and for the County of Monterey as follows:

1. The Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A and B are amended to create the classification of Cannabis Program Manager with the salary range as indicated below with an effective date of October 8, 2022:

Classification Title: Cannabis Program Manager							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$49.844	\$52.586	\$55.478	\$58.529	\$61.748	\$64.835	\$68.077	14M05	02	P	8810	X	E
\$3,987.56	\$4,206.86	\$4,438.23	\$4,682.31	\$4,939.83	\$5,186.82	\$5,446.16						
\$8,640	\$9,115	\$9,616	\$10,145	\$10,703	\$11,238	\$11,800						

*provided for information purposes only

2. The County Administrative Office Budget Unit 1050-8533-Fund 001-Appropriation Unit CAO004 is amended to reallocate and approve the reclassification of one (1) Program Manager II to one (1) Cannabis Program Manager as indicated below with an effective date of October 8, 2022:

**Reallocate Position and Reclassify Incumbent from to Cannabis Program Manager
County Administrative Office
Budget Unit 1050-8533-Fund 001-Appropriation Unit CAO004**

	Class Code	Position Title	Position Number	Position Increase/Decrease	Revised Total FTE
From	60I02	Program Manager II	0001	(1.0)	0.0
To	14M05	Cannabis Program Manager	0001	1.0	1.0

3. The County Administrative Office and the Auditor-Controller are directed to incorporate the approved position changes in the FY 2022-23 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.

PASSED AND ADOPTED on this ____ day of _____, 2022, by the following vote, to-wit:

AYES:

NOES:

ABSENT:

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book___ for the meeting on _____.

Dated:

Valerie Ralph, Clerk of the Board of Supervisors
County of Monterey, State of California

By _____
, Deputy