



Monterey County

Item No.

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: 22-904

September 27, 2022

Introduced: 9/19/2022

Current Status: Agenda Ready

Version: 1

Matter Type: General Agenda Item

Adopt a Resolution to:

- a. Amend the County Counsel's Office - Budget Unit 1210-8407-Fund 001 -Appropriation Unit COU002 to reallocate one (1) Finance Manager I to one (1) Finance Manager II as indicated in Attachment A; and
- b. Direct the County Administrative Office to incorporate the position changes in the FY 2022-23 Adopted Budget.

RECOMMENDATION:

It is recommended that the Board of Supervisors take the following actions:

Adopt a Resolution to:

- a. Amend the County Counsel's Office - Budget Unit 1210-8407-Fund 001 -Appropriation Unit COU002 to reallocate one (1) Finance Manager I to one (1) Finance Manager II as indicated in Attachment A; and
- b. Direct the County Administrative Office to incorporate the position changes in the FY 2022-23 Adopted Budget.

SUMMARY/DISCUSSION:

The County Counsel's Office has partnered with the Human Resources Department to reallocate the Finance Manager I classification to more accurately capture actual job duties and tasks performed by the position. Through this partnership, it was learned that the essential job duties necessary to perform the work rises to higher level, outside the scope of the current allocated position of the Finance Manager I.

This position has evolved over the years as the business needs of the Department have changed and now handles an overall budget of \$49.6 million in the current FY 22-23. It is critical that the appropriate classification is allocated to perform complex financial job duties of this position. For these reasons, the County Counsel's Office requests support to reallocate the existing Finance Manager I position to more closely represent the actual job duties required.

OTHER AGENCY INVOLVEMENT:

The Human Resources Department has reviewed and approved the Requests to Classify (RTC). The Chair of the Budget Committee has approved proceeding directly to the Board of Supervisors.

FINANCING:

The salary and benefits increase for the remainder of FY 2022-23 is approximately \$20,627 and is

anticipated to be absorbed within the departments existing appropriations.

Current estimates indicated the respective department will be able to absorb the fiscal impact of these base wage adjustments; however, if this should change in the future, the affected department will return to the Budget Committee to request an appropriation increase if needed.

BOARD OF SUPERVISORS' STRATEGIC INITIATIVES:

The proposed recommended actions address the Board of Supervisors Administration Strategic Initiative. The actions demonstrate the County's commitment to meeting the Board's initiatives in recruiting, retaining, and attracting a diverse, talented workforce that supports the mission of Monterey County.

- ☐ Economic Development
- ☒ Administration
- ☐ Health & Human Services
- ☐ Infrastructure
- ☐ Public Safety

Prepared By: Channelle Ceralde, Senior Personnel Analyst

Approved By: Leslie Girard, County Counsel

Attachment: Attachment A

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Channelle Ceralde
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