County of Monterey

Board Report

Legistar File Number: RES 23-001

Item No.

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

January 31, 2023

Introduced: 12/29/2022 **Current Status:** Agenda Ready
Version: 1 **Matter Type:** BoS Resolution

Adopt Resolution to:
a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A and B to retitle the classifications of Clinical Laboratory Assistant to Certified Phlebotomy Technician and Senior Clinical Laboratory Assistant to Senior Certified Phlebotomy Technician and adjust the base wage salary ranges as indicated in Attachment A; and
b. Direct the Human Resources Department to implement the changes in the Advantage HRM System.

..Report

RECOMMENDATION:

It is recommended that the Board of Supervisors adopt a Resolution to:

a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A and B to retitle the classifications of Clinical Laboratory Assistant to Certified Phlebotomy Technician and Senior Clinical Laboratory Assistant to Senior Certified Phlebotomy Technician and adjust the base wage salary ranges as indicated in Attachment A; and
b. Direct the Human Resources Department to implement the changes in the Advantage HRM System.

SUMMARY/DISCUSSION:

A base wage compensation study of the Clinical Laboratory Assistant classification series was requested by Natividad administrative staff. The reasons cited for the request were recruitment difficulties and to check for market salary alignment. The Clinical Laboratory Assistant classification series includes the Clinical Laboratory Assistant and Senior Clinical Laboratory Assistant classifications.

The base wage analysis of the County's hospital comparable agencies found that based on the duties performed, the Clinical Laboratory Assistant classification was matched to three (3) of the six (6) hospital comparable agencies and is approximately 19.59% below the salary mean of the comparable agency's classifications.

To promote the County as the employer of choice, the goal is to provide labor market competitive wages by setting base wages within five percent (5% = - 4.495% with rounding) of the average of the agencies identified. The County's philosophy is to maintain a competitive compensation package that attracts and retains the highest quality candidates and employees to serve the community while maintaining sound fiscal standards.

Therefore, in accordance with the County's Hospital Compensation Philosophy, Natividad

recommends adjusting the base wage salary of the Clinical Laboratory Assistant classification by approximately 19.59% at top step in order to align with the labor market average and to maintain the current spread of the classification series.

Natividad also recommends retitling the classification series to match the state required certification title from Clinical Laboratory Assistant to Certified Phlebotomy Technician and Senior Clinical Laboratory Assistant to Senior Certified Phlebotomy Technician.

OTHER AGENCY INVOLVEMENT:
The Human Resources Department concurs with the recommendations. Service Employees International Union (SEIU) Local 521 has been notified of the recommendations.

FINANCING:
There is a salary increase of approximately $106,477 as a result of these actions for Natividad Medical Center (Unit 9600) FY 2022-23 Adopted Budget. This action does not impact the General Fund.

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
X Administration
__Health & Human Services
__Infrastructure
__Public Safety

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Attachments:
Attachment A
Resolution

Charles R Harris
Charles R. Harris, M.D., Chief Executive Officer

1/20/2023
Date