



County of Monterey

Item No.

Board Report

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

Legistar File Number: 23-750

September 19, 2023

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Approve and authorize advanced step placement for Deborah Paolinelli at Step 5 of the Assistant County Administrative Officer salary range, effective October 15, 2023, in accordance with Personnel Policies and Practices Resolution (PPPR) No. 98-394, Sections A.1.11.1 and A.1.11.5.

RECOMMENDATION:

It is recommended that the Board of Supervisors approve and authorize the advanced step placement for Deborah Paolinelli at Step 5 of the Assistant County Administrative Officer salary range, effective October 15, 2023, in accordance with PPPR No. 98-394, Sections A.1.11.1 and A.1.11.5.

SUMMARY/DISCUSSION:

The Human Resources Department conducted an open, competitive recruitment for the position of Chief Assistant County Administrative Officer. After conducting the selection process, Deborah Paolinelli was identified as a top candidate to fill a vacant Assistant County Administrative Officer position. Deborah Paolinelli has indicated she will accept an offer of employment contingent upon approval of appointment at step 5 of the salary range. Pursuant to the provisions of the PPPR No. 98-394, Board of Supervisors approval is required to authorize placement above Step 3 in Unit Y.

Deborah Paolinelli has over 20 years of progressively responsible experience in managing local government operations. She has served as Assistant Retirement Administrator for the Fresno County Employees' Retirement Association, Assistant County Administrative Officer for the County of Fresno, and Assistant Auditor Controller for the County of Tulare. Deborah Paolinelli earned a Bachelor of Arts in Business Administration - Accountancy Option from California State University Fresno and possesses a Certified Public Accountant (CPA) license. Her extensive experience and educational background will suit her well in identifying strategies that can improve and streamline organizational efficiencies while achieving the goals and values of the County of Monterey.

In determining the appropriate step for appointment, prior compensation levels and the effect of differences in compensation and benefits for this position were considered. Salary recommendations have been made in accordance with the County's PPPR sections A.1.11.1, and A.1.11.5. These sections provide for appointment at a higher salary step for reasons including credit for experience, avoiding injustice, and employee negotiation.

Board approval is being sought to place Deborah Paolinelli at Step 5 of the County's current Salary Schedule for the classification of Assistant County Administrative Officer, effective October 15, 2023.

OTHER AGENCY INVOLVEMENT:

The Human Resources Department has reviewed and concurs with the recommendation.

FINANCING:

There is no financial impact to the General Fund as a result of this action. Funding for the position is included in the Fiscal Year 2023-24 County Administrative Office Adopted Budget.

BOARD OF SUPERVISORS' STRATEGIC INITIATIVES:

The proposed recommended action addresses 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: Kim Moore, Assistant Director of Human Resources
Approved by: Sonia M. De La Rosa, County Administrative Officer