

*Before the Board of Supervisors  
County of Monterey, State of California*

**Resolution No.: 25-051**

Adopt a Resolution to:

- a) Amend the FY 2024-25 Natividad Medical Center Adopted Budget (Fund 451-Dept. 9600-Unit 8358-Appropriation Unit NMC001) to reallocate three (3) Administrative Secretary-Confidential positions to two (2) Administrative Services Assistant positions and one (1) Administrative Services Manager as indicated in Attachment A effective February 22, 2025; and
- b) Authorize and direct the Human Resources Department to designate the reallocated positions as confidential positions in accordance with the applicable provisions of the County of Monterey Employer-Employee Relations Resolution; and
- c) Authorize and direct the County Administrative Office and the Auditor-Controller to incorporate the approved position changes into the Fiscal Year 2024-25 Adopted Budget.

**WHEREAS**, Natividad Medical Center recommends the reallocation of three (3) Administrative Secretary-Confidential positions to two (2) Administrative Services Assistant positions and one (1) Administrative Services Manager position to reorganize the administrative services support structure for the executive level administrative team while maintaining the designation as Confidential Employees;

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

1. The FY 2024-25 Natividad Medical Center Adopted Budget (Fund 451-Dept. 9600-Unit 8358-Appropriation Unit NMC001) is amended to reallocate three (3) Administrative Secretary-Confidential positions to two (2) Administrative Services Assistant positions and one (1) Administrative Services Manager position as indicated below effective February 22, 2025:

From/To	Class Code	Position Title	Position Number	Position Increase/ (Decrease)	Revised Total FTE by Title
From	80A99	Administrative Secretary-Confidential	0001 0002	(2.0)	1
To	14C70	Administrative Services Assistant	0001 0002	2.0	2.0
From	80A99	Administrative Secretary-Confidential	0003	(1.0)	0
To	14C72	Administrative Services Manager	0001	1.0	1.0

2. The Human Resources Department is authorized to designate the reallocated positions as confidential positions in accordance with the applicable provisions of the County of Monterey Employer-Employee Relations Resolution
3. The County Administrative Office and the Auditor-Controller are authorized and directed to incorporate the approved position changes into the Fiscal Year 2024-25 Adopted Budget.

PASSED AND ADOPTED on this 25<sup>th</sup> day of February 2025, by roll call vote:

AYES: Supervisors Alejo, Church, Askew, and Daniels

NOES: None

ABSENT: Supervisor Lopez

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 82 for the meeting February 25, 2025.

Dated: March 3, 2025

File ID: RES 25-014

Agenda Item No.: 19

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



Vicente Ramirez, Deputy