



County of Monterey

Board Report

Legistar File Number: RES 26-016

Item No.

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

February 10, 2026

Introduced: 1/22/2026

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Resolution

Adopt a Resolution to:

- a. Amend the FY 2025-26 Emergency Communications Department Adopted Budget (Fund 028, Department 1520, Unit 8507) to approve the reallocation of one (1) Management Analyst I to one (1) Management Analyst II as indicated in Attachment A, effective February 21, 2026; and
- b. Direct the County Administrative Office and the Auditor- Controller to incorporate the approved position changes in the FY 2025-26 Adopted Budget and the Human Resources Department to implement the changes in the Advantage Human Resources Management (HRM) system.

RECOMMENDATION:

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

- a. Amend the FY 2025-26 Emergency Communications Department Adopted Budget (Fund 028, Department 1520, Unit 8507) to approve the reallocation of one (1) Management Analyst I to one (1) Management Analyst II as indicated in Attachment A, effective February 21, 2026; and
- b. Direct the County Administrative Office and the Auditor- Controller to incorporate the approved position changes in the FY 2025-26 Adopted Budget and the Human Resources Department to implement the changes in the Advantage Human Resources Management (HRM) system.

SUMMARY:

The Emergency Communications Department completed a Request to Classify (RTC) of one (1) Management Analyst I incumbent to a Management Analyst II. The Human Resources Department concurs with the RTC and recommends the Board of Supervisors amend the FY 2025-26 Emergency Communications Department Adopted Budget to approve the reallocation of one (1) Management Analyst I to one (1) Management Analyst II.

DISCUSSION:

The Emergency Communications Department submitted an RTC to reallocate one (1) Management Analyst I to one (1) Management Analyst II. The incumbent performs duties more in line with the Management Analyst II job specifications and the Management Analyst I job specifications do not accurately reflect the duties and responsibilities that the incumbent is performing. Given the scope of work, complexity, and consequence of error, it was determined that the appropriate level that accurately reflects the duties performed is Management Analyst II.

Therefore, the Emergency Communications Department recommends that the Board of Supervisors reallocate the position from Management Analyst I to Management Analyst II.

OTHER AGENCY INVOLVEMENT/COMMITTEE ACTIONS:

The Human Resources Department concur with the recommendations. In addition, County

Employees Management Association (CEMA) has been provided notice of these recommendations. The Budget Office has reviewed this request and approved ECD to proceed straight to the full Board without Budget Committee review because ECD has sufficient appropriations to fund this increase in Special Revenue Fund 028.

FINANCING:

The salary and benefits increase for Emergency Communications Budget Unit 8507 - Fund 028 - Appropriation Unit EME004 for the remainder of FY 2025-26 is approximately \$7,300 (or \$21,150 annually) and is anticipated to be absorbed within the department's existing appropriations.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

The proposed recommended actions demonstrate the County's commitment in recruiting, retaining, and attracting a diverse, talented workforce that supports the mission of the County of Monterey.

- Well-Being and Quality of Life
- Sustainable Infrastructure for the Present and Future
- Safe and Resilient Communities
- Diverse and Thriving Economy
- Dynamic Organization and Employer of Choice

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Approved by: Lee Ann Magoski, Director of Emergency Communications, ext. #8880

Attachments:

Attachment A

Resolution

Board Report