

**Before the Board of Supervisors in and for the
County of Monterey, State of California**

- Resolution No.: PPPR Control No. 003)
HRM Control No. 003)
- Adopts a Resolution to:)
- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 and Appendix A to create the classification of Clinic Operations Supervisor with the salary range as indicated in the attached Resolution;)
 - b. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 and Appendix A to create the classification of Assistant Director, Public Health Laboratory, with the salary range as indicated in the attached Resolution;)
 - c. Amend the salary range for the position of Director, Public Health Laboratory as indicated in the attached Resolution;)
 - d. Amend the Health Department Budget (4000-HEA007-8097) to reallocate one (1) To Be Determined Allocations to one (1) Clinic Operations Supervisor;)
 - e. Amend the Health Department Budget (4000-HEA007-8099) to reallocate one (1) To Be Determined Allocations to one (1) Clinic Operations Supervisor;)
 - f. Amend the Health Department Budget (4000-HEA007-8101) to reallocate one (1) To Be Determined Allocations to one (1) Clinic Operations Supervisor;)
 - g. Amend the Health Department Budget (4000-HEA007-8105) to reallocate one (1) To Be Determined Allocations to one (1) Clinic Operations Supervisor;)
 - h. Amend the Health Department Budget (4000-HEA007-8449) to reallocate one (1) To Be Determined Allocation to Management Analyst III;)
 - i. Amend the Health Department Budget (4000-HEA003-8124) to reallocate one (1) To Be Determined Allocation to one (1) Assistant Director, Public Health Laboratory; and)
 - j. Authorize the County Administrative Office to reflect these approved changes in the Fiscal Year 2014-15 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.)

WHEREAS, the number of patients served by Clinic Services has risen to 39,569 and annual patient visits have increased to 163,240. Each Clinic Manager now has approximately forty (40) direct reports, an unmanageable supervisor to employee ratio; and

WHEREAS, the creation of the Clinic Operations Supervisor will reduce the supervisor to employee ratio; and increase capacity to monitor access and clinical quality, staff supervision and accountability, and opportunity to expand clinic hours with the goal of increasing patient access to care; and

WHEREAS, the Public Health Laboratory plays a critical role in the protection of public health and safety; and

WHEREAS, the Public Health Laboratory requires a management level to comply with vigorous Federal and State requirements of management and supervision in a Public Health Laboratory; and

WHEREAS, the position allocated as a "To Be Determined" in FY 14-15, is determined to be correctly classified in the classification of "Management Analyst III".

NOW, THEREFORE, the Monterey County Board of Supervisors, effective March 17, 2015, hereby resolved to approve the following:

- a. Amended Personnel Policies and Practices Resolution (PPPR) No. 98-394 and Appendix A to create the classification of Clinic Operations Supervisor with the salary range as indicated below;

<u>Classification Title: Clinic Operations Supervisor</u>							Class Code	WG *	EEO Cat*	W/C*	B U	FLSA Code*
<u>Hourly, Bi-Weekly and Monthly Pay Rates</u>												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
24.475	25.818	27.234	28.728	30.304	31.819	33.410	80K25	17	OC	8810	F	E
1958.04	2065.44	2178.74	2298.24	2424.31	2545.52	2672.80						
4242	4475	4721	4980	5253	5515	5791						

*provided for information purposes only

- b. Amended Personnel Policies and Practices Resolution (PPPR) No. 98-394 and Appendix A to create the classification of Assistant Director, Public Health Laboratory with the salary range as indicated below;

<u>Classification Title: Assistant Director, Public Health Laboratory</u>							Class Code	WG *	EEO Cat*	W/C*	B U	FLSA Code*
<u>Hourly, Bi-Weekly and Monthly Pay Rates</u>												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
37.041	39.072	41.216	43.476	45.861	48.154	50.562	50C70	02	OA	8810	X	E
2963.26	3125.80	3297.25	3478.12	3668.90	3852.34	4044.96						
6420	6773	7144	7536	7949	8347	8764						

*provided for information purposes only

- c. Amended Personnel Policies and Practices Resolution (PPPR) No. 98-394 and Appendix A to amend the salary range for the position of Director, Public Health Laboratory as indicated below;

<u>Classification Title: Director, Public Health Laboratory</u>							Class Code	WG *	EEO Cat*	W/C*	B U	FLSA Code*
<u>Hourly, Bi-Weekly and Monthly Pay Rates</u>												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
46.596	49.152	51.849	54.693	57.693	60.577	63.606	50C80	02	OA	8810	X	E
3727.72	3932.19	4147.88	4375.40	4615.40	4846.17	5088.48						
8077	8520	8987	9480	10000	10500	11025						

*provided for information purposes only

- d. Amended the Health Department Budget (4000-HEA007-8097) to reallocate one (1) Allocation to be Determined to one (1) Clinic Operations Supervisor;

Health Department Budget Unit : 4000-HEA007-8097

Class Code	Position Title	Position Number	Position Increase/Decrease	Revised Total FTE
XXXXX	Allocation to be Determined	0001	(1.0)	0.0
80K25	Clinic Operations Supervisor	0001	1.0	1.0

- e. Amended the Health Department Budget (4000-HEA007-8099) to reallocate one (1) Allocation to be Determined to one (1) Clinic Operations Supervisor;

Health Department Budget Unit : 4000-HEA007-8099

Class Code	Position Title	Position Number	Position Increase/Decrease	Revised Total FTE
XXXXX	Allocation to be Determined	0002	(1.0)	0.0
80K25	Clinic Operations Supervisor	0002	1.0	1.0

- f. Amended the Health Department Budget (4000-HEA007-8101) to reallocate one (1) Allocation to be Determined to one (1) Clinic Operations Supervisor;

Health Department Budget Unit : 4000-HEA007-8101

Class Code	Position Title	Position Number	Position Increase/Decrease	Revised Total FTE
XXXXX	Allocation to be Determined	0003	(1.0)	0.0
80K25	Clinic Operations Supervisor	0003	1.0	1.0

- g. Amended the Health Department Budget (4000-HEA007-8105) to reallocate one (1) Allocation to be Determined to one (1) Clinic Operations Supervisor;

Health Department Budget Unit : 4000-HEA007-8105

Class Code	Position Title	Position Number	Position Increase/Decrease	Revised Total FTE
XXXXX	Allocation to be Determined	0004	(1.0)	0.0
80K25	Clinic Operations Supervisor	0004	1.0	1.0

- h. Amended to the Health Department Budget (4000-HEA007-8105) to reallocate one (1) To Be Allocation to be determined to Management Analyst III;

Health Department Budget Unit : 4000-HEA007-8105

Class Code	Position Title	Position Number	Position Increase/Decrease	Revised Total FTE
XXXXX	Allocation to be Determined	0004	(1.0)	0.0
	Management Analyst III		1.0	1.0

- i. Amended the Health Department Budget (4000-HEA003-8124) to reallocate one (1) Allocation to be Determined to one (1) Assistant Director, Public Health Laboratory;

Health Department Budget Unit : 4000-HEA003-8124

Class Code	Position Title	Position Number	Position Increase/Decrease	Revised Total FTE
XXXXX	Allocation to be Determined	0001	(1.0)	0.0
50C70	Assistant Director, Public Health	0001	1.0	1.0

	Laboratory			
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- j. Directed the County Administrative Office to incorporate the approved changes in the FY 2014-15 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.

PASSED AND ADOPTED on this ____ day of _____, 2015, by the following vote, to-wit:

AYES:

NOES:

ABSENT:

I, Gail T. Borkowski, 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___ for the meeting on _____.

Dated:

Gail T. Borkowski, Clerk of the Board of Supervisors
County of Monterey, State of California

By _____
, Deputy