

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

**Resolution No.: 24-405**

PPPR Control No. 24-038 )

HRM Control No. 24-037 )

- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to create the classification of Human Resources Program Manager I with the salary range as indicated in Attachment A and retitle the Human Resources Program Manager to Human Resources Program Manager II; )
- b. Amend the Human Resources Department - Administration Budget Unit 1060-8445 - Fund 001 - Appropriation Unit HRD001 to reallocate and to approve the reclassification of one (1) Management Analyst III to one (1) Human Resources Program Manager I as indicated in Attachment A; )
- c. Direct the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2024-25 Adopted Budget and the Human Resources Department to implement the changes in the Advantage Human Resources Management (HRM) System. )

**WHEREAS**, The Human Resources Department contracted with Sloan Sakai Yeung & Wong LLP an independent consulting firm to conduct a classification study of the Management Analyst III assigned to the Human Resources Department Employee Engagement program; and

**WHEREAS**, the independent consultant determined the duties and responsibilities assigned to the position are not appropriately classified as a Management Analyst III; and

**WHEREAS**, the independent consultant determined there were no existing classifications appropriate for the positions scope of work and recommended the creation of a new classification and to align the salary with that of the Supervising Human Resource Analyst; and

**WHEREAS**, the Human Resources Department concurs with the recommendations of the independent consultant to create the classification of Human Resources Program Manager I with the salary range equal to that of the Supervising Human Resources Analyst, retitle the Human Resources Program Manager to Human Resources Program Manager II and reallocate the Management Analyst III position assigned to Employee Engagement and reclassify the incumbent to Human Resources Program Manager I; and

**WHEREAS**, to implement the recommendations, the actions require the Personnel Policies and Practices Resolution No. 98-394 Appendix A and B to be amended.

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

1. Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B is amended to create the classification of Human Resources Program Manager I with the salary range indicated below and the Human Resources Program Manager is retitled to Human Resources Program Manager II as indicated below:

<u>Classification Title:</u> Human Resources Program Manager I							Class Code	WG *	EEO Cat*	W/C *	BU	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						
\$49.229	\$51.936	\$54.793	\$57.806	\$60.985	\$64.035	\$67.236	14M60	02	P	8810	ZX	E
\$3,938.32	\$4,154.88	\$4,383.44	\$4,624.48	\$4,878.80	\$5,122.80	\$5,378.88						
\$8,533	\$9,002	\$9,497	\$10,020	\$10,571	\$11,099	\$11,654						

\*Provided for information purposes only.

**Retitle classification:**

<u>From</u>	<u>To</u>	<u>Class Code</u>
Human Resources Program Manager	Human Resources Program Manager II	14M61

2. The Human Resources Department - Administration Budget Unit 1060-8445 - Fund 001 - Appropriation Unit HRD001 is amended to reallocate and to approve the reclassification of one (1) Management Analyst III to one (1) Human Resources Program Manager I as indicated below:

	Class Code	Position Title	Position Number	Position Increase/Decrease	Revised Total FTE
From	14C31	Management Analyst III	0002	(1.0)	1.0
To	14M60	Human Resources Program Manager I	0001	1.0	1.0

3. The County Administrative Office and the Auditor-Controller are directed to incorporate the approved position changes in the FY 2024-25 Adopted Budget and the Human Resources Department to implement the changes in the Advantage Human Resources Management (HRM) System.

PASSED AND ADOPTED on this 12<sup>th</sup> day of November 2024, by roll call vote:

AYES: Supervisors Alejo, Church, Lopez, Askew, and Adams

NOES: None

ABSENT: None

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 November 12, 2024.

Dated: November 22, 2024

File ID: RES 24-183

Agenda Item No.: 75

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



---

Vicente Ramirez, Deputy  
Deputy