



County of Monterey

Item No.

Board Report

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

Legistar File Number: PAR 23-241

March 21, 2023

Introduced: 3/13/2023

Current Status: Agenda Ready

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Matter Type: General Agenda Item

Receive a report in response to **Board Referral No. 2023.01** to allow each supervisorial office greater opportunity to tailor its staffing to meet the needs of its district's constituents.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Consider a response to **Board Referral No. 2023.01** requesting the Human Resources Department to provide a recommendation to the Board regarding options for hiring multiple staff in one classification as long as the district office stays within their current budget for salary and benefits.

SUMMARY/DISCUSSION:

On February 7, 2023, the Human Resources Department provided a preliminary response to Board Referral No. 2023.01. The preliminary report included the labor market findings of the County's comparable agencies and staffing options for the Board to consider. At the end of the presentation, the Board requested for the Human Resources Department to conduct additional labor market research of agencies outside of the County's comparable to identify additional options for the Board to consider.

On February 28, 2023, the Human Resources Department presented to the Board the labor market findings from agencies outside of the County's comparable agencies and the following three (3) options for Board consideration:

- Option 1 Status Quo
 - (1) Board of Supervisor Chief of Staff
 - (1) Board of Supervisor Policy Analyst
 - (1) Board of Supervisor Executive Assistant
- Option 2 Flexible Staffing
 - (1) Board of Supervisor Chief of Staff
 - (2) Board of Supervisor Policy Analyst
- Option 3 Flexible Staffing
 - (1) Board of Supervisor Chief of Staff
 - (2) Board of Supervisor Policy Analyst
 - (1) Board of Supervisor Executive Assistant

At the end of the presentation, the Board directed the Human Resources Department to work with the County Administrative Office and Office of County Counsel to amend the Personnel Policies and Practices Resolution Section A.38. Board of Supervisors Staff Assistants to provide the Board with

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staffing flexibility while maintaining a budget neutral impact. The draft Personnel Policies and Practices Resolution amendments, which are modeled from Option 2, are indicated in Attachment A.

FINANCING:

The County Administrative Office Budget & Analysis Division will work with each District Office to ensure cost associated with salary and benefits are in accordance with the appropriations in their Fiscal Year budget. Each Board offices will manage other parts of their budget to stay within their overall approved budget amount.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This item further advances the Board of Supervisors administrative strategic initiative in recruiting, retaining, and attracting a diverse, talented workforce that supports the mission of Monterey County.

Mark a check to the related Board of Supervisors Strategic Initiatives

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

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Attachments:

Board Report

Attachment A

Board Referral No. 2023.01