

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

Resolution No.: -----

PPPR Control No. 23-017

- a. Amend Personnel Policies and Practices Resolution (PPPR))
No. 98-394 to retitle and modify Sections A.38. Board of)
Supervisors Staff Assistants and A.38.1 Board Member Staff)
Assistants;)
- c. Direct the Human Resources Department to implement the)
changes.)

WHEREAS, the Human Resources Department recommended retitling and modifying Personnel Policies and Practices Resolution (PPPR) No.98.394 Sections A.38. Board of Supervisors Staff Assistants and A.38.1 Board Member Staff Assistants, which list the allocated positions for the Board Offices and staffing options the Board may consider as long as the district office remains within their approved fiscal year budget for this year and next; and

WHEREAS, the actions require the Personnel Policies and Practices Resolution No. 98-394 to be amended;

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

1. Sections A.38. Board of Supervisors Staff Assistants and A.38.1 Board Member Staff of Personnel Policies and Practices Resolution No.98-394 are amended as indicated below:

A.38 BOARD OF SUPERVISORS STAFFING

A.38.1 Board Member Staffing

Each Board of Supervisors District Office shall have one (1) full time equivalent Board of Supervisors Chief of Staff and two (2) full time equivalent Board of Supervisors Policy Analyst positions allocated in the budget each Fiscal Year.

Each member of the Board of Supervisors may appoint an employee to a permanent County position in the class of Board of Supervisors Chief of Staff, or Board of Supervisors Policy Analyst, or underfill with an authorized position with a lower paid classification, to include the Board of Supervisors Executive Assistant, in accordance with the appropriations in their fiscal year budget.

All employees appointed by members of the Board of Supervisors, under the provisions of this article, shall serve at the pleasure of the Board member making said appointment and shall be exempt from the requirements of Section A.2.1 and A.4.1 through A.4.5. All appointments made pursuant to this article shall terminate when the appointing Board member leaves office unless a vacancy occurs during the term of the Board member making the appointment, in which case the appointment shall continue until a new Board member has taken office or the Board of Supervisors provides otherwise for the filling of the positions.

Additional staffing options that the Board of Supervisors may implement are as follows:

- a) Appoint temporary employees at a salary rate not to exceed the seventh step of the salary range for the Board of Supervisors Policy Analyst provided that in no case shall the total amount paid for temporary services exceed a full-time monthly equivalent of the seventh step of the salary range for Board of Supervisors Chief of Staff.
- b) Secure administrative or clerical services to be paid by claim provided that the hourly and monthly salary limits described in paragraph a) above are not exceeded.

2. The Human Resources Department is directed to implement the actions.

PASSED AND ADOPTED on this _____ day of _____, 2023, by the following vote, to wit:

AYES:

NOES:

ABSENT:

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 Minute Book _____, on _____.

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

By _____, Deputy