



# County of Monterey

**Item No.**

## Board Report

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

**Legistar File Number: RES 25-044**

**March 18, 2025**

**Introduced:** 3/7/2025

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** BoS Resolution

Adopt a Resolution to:

- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to retitle and modify Section A.1.13 Unit X Salary Steps;
- b. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to modify Sections A.9.5.1 Unit Z Bilingual Skill Pay and A.9.5.3 Unit ZX Bilingual Skill Pay;
- c. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to modify Sections A.10.3.1 Unit Y Designated Department Heads Management Expense Allowance, A.10.3.2 Unit Y (non-Department Heads) Management Expense Allowance and A.10.3.3 Unit ZX Management Expense Allowance;
- d. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to modify Section A.21.4.1 B. County CalPERS Required Contributions and C. County Maximum Contributions;
- e. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to modify Section A.23 Professional Organization Membership and Employee Job Enhancement;
- f. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to modify Section A.24.1 Holidays Listed;
- g. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to modify Section A.25 Annual Leave and/or Vacation;
- h. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to modify Sections A.30.2 (a) Accrual Rate Limit and A.30.2 (c) Advanced Accrual Rate for New Hires with Previous Years of Service with California Counties and Cities;
- i. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to modify Sections A.30.10 Annual Leave Cash Out: Permanent Employees Over One (1) Year of Service and A.30.11 Annual Leave Cash Out: Permanent Employees with Over Ten (10) Year of Service;
- j. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to add Section A.52 Units Y and ZX 401(a) Contribution;
- k. Direct the Human Resources Department and Auditor-Controller's Office 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 Personnel Policies and Practices Resolution (PPPR) No. 98-394 to retitle and modify Section A.1.13 Unit X Salary Steps;
- b. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to modify Sections A.9.5.1 Unit Z Bilingual Skill Pay and A.9.5.3 Unit ZX Bilingual Skill Pay;
- c. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to modify

- Sections A.10.3.1 Unit Y Designated Department Heads Management Expense Allowance, A.10.3.2 Unit Y (non-Department Heads) Management Expense Allowance and A.10.3.3 Unit ZX Management Expense Allowance;
- d. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to modify Section A.21.4.1 B. County CalPERS Required Contributions and C. County Maximum Contributions;
  - e. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to modify Section A.23 Professional Organization Membership and Employee Job Enhancement;
  - f. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to modify Section A.24.1 Holidays Listed;
  - g. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to modify Section A.25 Annual Leave and/or Vacation;
  - h. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to modify Sections A.30.2 (a) Accrual Rate Limit and A.30.2 (c) Advanced Accrual Rate for New Hires with Previous Years of Service with California Counties and Cities;
  - i. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to modify Sections A.30.10 Annual Leave Cash Out: Permanent Employees Over One (1) Year of Service and A.30.11 Annual Leave Cash Out: Permanent Employees with Over Ten (10) Year of Service;
  - j. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to add Section A.52 Units Y and ZX 401(a) Contribution;
  - k. Direct the Human Resources Department and Auditor-Controller's Office to implement the changes in the Advantage Human Resources Management (HRM) System.

SUMMARY/DISCUSSION:

On November 19, 2024, the County of Monterey reached a multi-year Tentative Agreement (TA) with the County Employee Management Association (CEMA) Unit X.

On January 24, 2023, the Human Resources Department recommended, and the Board approved for Units Y and ZX to follow the base wage salary increases, benefits, and some special pays negotiated by Unit X to ensure equity among the management and executive management classifications and to mitigate compaction and compression issues. In addition, classifications in Unit ZX are also in Unit X and should maintain the same base wage, benefits, and some special pay provisions. The recommended amendments before the Board serve to memorialize the changes in the Personnel Policies and Practices Resolution (PPPR) No. 98-394.

As a separate matter, it is recommended to amend PPPR Sections A.25 Annual Leave and/or Vacation and A.30.2 Advanced Accrual Rate for New Hires with Previous Years of Service with California Counties and Cities to include service with the Federal Government and State of California and to clarify that prior County service includes the County of Monterey. This will enhance recruitment efforts and serve as a recruiting tool to attract Veterans and other federal and state public sector employees.

For the reasons listed above and as set forth more fully in the attachments hereto, the Human Resources Department recommends the Board approve the proposed amendments to the Personnel Policies and Practices Resolution (PPPR) No. 98-394, as indicated in Attachment A

(redline version) and Attachment B (clean version).

OTHER AGENCY INVOLVEMENT:

The Human Resources Department has conferred with the County Administrative Office and the Office of the County Counsel regarding these amendments.

FINANCING:

The estimated cost for these amendments for Units O, XL, Y and ZX for the remainder of FY 2024-25 is approximately \$51,797, or approximately \$207,188 annually for the monetarily structured increases. Increases in areas that rely on specific hires or individual preferences regarding annual leave will fluctuate depending on the individual circumstance.

BOARD OF SUPERVISORS' STRATEGIC INITIATIVES:

The proposed recommended actions address the Board of Supervisors Administration Strategic Initiative. The actions demonstrate the County's commitment to meeting the Board's initiatives in recruiting, retaining, and attracting a diverse, talented workforce that supports the mission of the County of Monterey.

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

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Approved by: Andreas Pyper, Director of Human Resources, x5043

Attachments:

Attachment A - PPPR Amendments Redline

Attachment B - PPPR Amendments Clean

Resolution