



County of Monterey

Item No.

Board Report

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

Legistar File Number: RES 24-154

September 24, 2024

Introduced: 8/15/2024

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Resolution

Adopt Resolution to:

- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A and B to create the classification of Clinical Informatics Manager with the salary range as indicated in Attachment A effective September 21, 2024;
- b. Amend the FY 2024-25 Natividad Medical Center Adopted Budget (Fund 451-Dept. 9600-Unit 8351-Appropriation Unit NMC001) to reallocate one (1) Nursing Services Unit Manager position to one (1) Clinical Informatics Manager position as indicated in Attachment A effective September 21, 2024; and
- c. Direct the Human Resources Department 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 Appendices A and B to create the classification of Clinical Informatics Manager with the salary range as indicated in Attachment A effective September 21, 2024;
- b. Amend the FY 2024-25 Natividad Medical Center Adopted Budget (Fund 451-Dept. 9600-Unit 8351-Appropriation Unit NMC001) to reallocate one (1) Nursing Services Unit Manager position to one (1) Clinical Informatics Manager position as indicated in Attachment A effective September 21, 2024; and
- c. Direct the Human Resources Department to implement the changes in the Advantage Human Resources Management (HRM) System.

SUMMARY/DISCUSSION:

Natividad Medical Center (NMC) completed a classification and base wage compensation study of the Clinical Informatics Manager position and recommend the creation of this new classification with a base wage salary aligned with available market data.

The NMC Information Technology department has been organizing teams of clinical professionals to perform as information technology experts and liaisons to ensure the required electronic health record/electronic medical record (EHR/EMR) functions appropriately for all the clinicians that access the system as part of the care team. NMC has utilized a generic classification to staff this position since NMC transitioned to electronic medical records prior to the availability of sufficient market data to

create a managerial classification.

To establish the salary range for the new classification, NMC completed a base wage compensation study and found that the job duties, responsibilities and certifications of a Clinical Informatics Manager position were matched to three (3) of the six (6) hospital comparable agencies: Alameda Highland Hospital, Contra Costa Regional Medical Center and San Mateo Medical Center. After a thorough review and analysis of available data, no comparable matches were identified at Hazel Hawkins Hospital, Salinas Valley Health or Santa Clara Valley Medical Center. The base wage compensation survey mean at top monthly step is approximately \$18,173.

The County Compensation Philosophy requires a minimum of three (3) benchmark classification matches with our comparable agencies in order to provide sufficient data for analyzing and determining a base wage comparison. As a result, there is sufficient data to help support creating the new classification of Clinical Informatics Manager with a top monthly salary of approximately \$18,173.

NMC is seeking consideration from the Board of Supervisors to adopt a Resolution to create the new classification of Clinical Informatics Manager with the respective salary and reallocate one (1) vacant Nursing Services Unit Manager position to one (1) Clinical Informatics Manager position.

OTHER AGENCY INVOLVEMENT:

The Monterey County Office of County Counsel has reviewed this recommendation. In addition, the County Employee Management Association (CEMA) has been provided notice of these recommendations.

FINANCING:

The salary and benefits increased costs for the current position (1.0 FTE vacant) budgeted for the remainder of Fiscal Year 2024-25 is approximately \$3,201 and then \$3,468 annually thereafter. The funding for personnel costs is provided by Natividad Medical Center's enterprise fund comprised of patient services revenues received from commercial insurance, state, and federal government agencies. Funding will be provided from NMC's Enterprise Fund 451-9600-6111.

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 Monterey County.

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

Prepared by: Janine Bouyea, Hospital Assistant Administrator, (831) 783-2701

Approved by: Dr. Charles Harris, Hospital Chief Executive Officer, (831) 783-2553

Attachments:

Attachment A

Resolution

Charles R Harris

Charles R. Harris, M.D., Chief Executive Officer

9/13/2024

Date