



Monterey County Board of Supervisors

Board Order

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A motion was made by Supervisor John M. Phillips, seconded by Supervisor Mary L. Adams to:

Adopted Resolution No. 20-027 to:

- a. Amend the FY 2019-20 Human Resources Department Adopted Budget (001-1060-8404-HRD001) to add one (1) 1.0 FTE Senior Personnel Analyst as the American with Disabilities Act (ADA) Coordinator for the County, as indicated in Attachment A (4/5ths vote required); and
- b. Authorize the Auditor-Controller and the County Administrative Office to incorporate these changes in the FY 2019-20 Adopted Budget.

PASSED AND ADOPTED on this 4th day of February 2020, by roll call vote:

AYES: Supervisors Alejo, Phillips, Lopez, Parker 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 February 4, 2020.

Dated: February 5, 2020
File ID: RES 20-011
Agenda Item No.: 27

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

Joel G. Pablo, Deputy

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

Resolution No.: 20-027

- a. Amend the FY 2019-20 Human Resources)
Department Adopted Budget (001-1060-8404-)
HRD001) to add one (1) 1.0 FTE Senior Personnel)
Analyst as the American with Disabilities Act)
(ADA) Coordinator for the County, as indicated)
below (4/5ths vote required); and)
- b. Authorize the Auditor-Controller and the County)
Administrative Office to incorporate these changes)
in the FY 2019-20 Adopted Budget.)

WHEREAS, the County of Monterey is responsible for adhering to the Americans with Disabilities Act of 1990, as amended, the Fair Employment and Housing Act, and all other applicable federal and state laws, regulations, and guidelines with respect to providing Reasonable Accommodation; and

WHEREAS, the Civil Rights Office created the Reasonable Accommodation Policy to assist applicants for employment, current employees, individuals desiring to participate in County programs or activities, and department supervisors and managers, in requesting accommodation or processing reasonable accommodation requests from employees and job applicants; and

WHEREAS, the Reasonable Accommodation Policy requires that each County department designate a Departmental Reasonable Accommodation Coordinator (DRAC) to respond to requests from employees, members of the public seeking services, applicants, and/or coordination regarding disability related accommodation issues, including the coordination and monitoring of reasonable accommodation requests as well as timely conducting the mandatory interactive process; and

WHEREAS, the number of requests for accommodation has been growing and employer obligations are becoming more complex and there is presently no County position designated to manage, oversee, and provide support, assistance and guidance to Departments; and

WHEREAS, it is common practice among other Counties to assign at least one primary staff person to ensure compliance and that all matters are processed appropriately, and consistently throughout the organization; and

WHEREAS, the Human Resources Department is requesting to add a Senior Personnel Analyst to act as the primary County staff member to coordinate the program, comply with established laws and meet the County's obligation to act in good faith and reduce discrimination claims or litigation; and

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Supervisors, in and for the County of Monterey, hereby approve the following:

1. Amending the FY 2019-20 Human Resources Department Adopted Budget (001-1060-8404-HRD001) to add one (1) 1.0 FTE Senior Personnel Analyst as the American with Disabilities Act (ADA) Coordinator for the County, as indicated below (4/5ths vote required); and

Class Code	Position Title	Position Increase/ Decrease	Revised Total FTE
14B32	Senior Personnel Analyst	1.0	1.0

2. Authorizes the Auditor-Controller and the County Administrative Office to incorporate these changes in the FY 2019-20 Adopted Budget.

PASSED AND ADOPTED on this 4th day of February 2020, by roll call vote:

AYES: Supervisors Alejo, Phillips, Lopez, Parker 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 February 4, 2020.

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