



County of Monterey

Item No.

Board Report

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

Legistar File Number: RES 23-240

January 09, 2024

Introduced: 12/12/2023

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Resolution

Adopt Resolution to:

- a. Amend Personnel Policies and Practices Resolution No. 98-394 Appendices A and B to retile the classification of Quality/Compliance Administrator to Hospital Quality Director and adjust the salary range as indicated in Attachment A effective January 13, 2024; and
- b. Direct the Human Resources Department to implement the changes in the Advantage Human Resources Management System.

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RECOMMENDATION:

It is recommended that the Board of Supervisors consider adopting a Resolution to:

- a. Amend Personnel Policies and Practices Resolution No. 98-394 Appendices A and B to retile the classification of Quality/Compliance Administrator to Hospital Quality Director and adjust the salary range as indicated in Attachment A effective January 13, 2024; and
- b. Direct the Human Resources Department to implement the changes in the Advantage Human Resources Management System.

SUMMARY/DISCUSSION:

A base wage compensation study of the Quality/Compliance Administrator classification was requested by Natividad Medical Center (NMC) administrative staff. The reasons cited for the request were recruitment difficulties and to check for salary alignment with the hospital comparable agencies identified in the County's Compensation Philosophy updated in January 2023.

The base wage analysis of the County's hospital comparable agencies found that based on the duties performed, the Quality/Compliance Administrator classification was matched to two (2) of the six (6) hospital comparable agencies: Alameda Health System and Contra Costa Regional Medical Center. After a thorough review and analysis of available data, no comparable matches were identified at Hazel Hawkins, Salinas Valley Health, Santa Clara Valley Medical Center and San Mateo Medical Center. In accordance with the compensation philosophy as it applies to hospital specific classifications, since there were only two classification matches from the comparable agencies, the maximum average salary of the Bay Area Region of the Allied for Health compensation report was included in the calculation of the market based average salary to establish the third match. The Quality/Compliance Administrator classification is approximately 13.21% below the salary mean of the comparable agency's classifications.

To promote the County as the employer of choice, the goal is to provide labor market competitive

wages by setting base wages within five percent (5% = - 4.495% with rounding) of the average of the agencies identified. The County's philosophy is to maintain a competitive compensation package that attracts and retains the highest quality candidates and employees to serve the community while maintaining sound fiscal standards.

Therefore, in accordance with the County's Compensation Philosophy, the base wage salary of the Quality/Compliance Administrator classification would need to be adjusted by approximately 13.21% at top step in order to align with the labor market average.

It is further recommended that the classification be retitled from Quality/Compliance Administrator to Hospital Quality Director to be more reflective of the various functions of quality that fall under the oversight of this position.

OTHER AGENCY INVOLVEMENT:

The Human Resources Department concurs with the recommendations. County Employee Management Association (CEMA) has been notified of the recommendations.

FINANCING:

The salary and benefits increased costs for the current positions (1.0 FTE filled) budgeted for the remainder of Fiscal Year 2023-24 is approximately \$5,267 and then \$10,534 annually thereafter. The funding for personnel costs is provided by NMC's enterprise fund comprised of patient services revenues received from commercial insurance, state, and federal government agencies. This action does not impact the General Fund.

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

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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

12/20/2023

Date