



Monterey County Board of Supervisors

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Board Order

A motion was made by Supervisor Mary L. Adams, seconded by Supervisor Luis A. Alejo as amended to:

- a. Consider a report reviewing the Monterey County Resource Management Agency prepared by Citygate Associates, LLC;
- b. Provide direction to the County Administrative Officer to implement the Citygate report;
- c. Direct the CAO to report back to the Board in forty-five (45) days with a plan and budget on Priority A items and then sixty (60) days from that day come back with actions taken relative to implementing organizational changes recommended by Citygate;
- d. **Adopt Resolution No. 20-258** to amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to create the classifications of Director of Community Services and Director of Housing and Community Development as indicated in Attachment A;
- e. **Adopt Resolution No. 20-258** to amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Section A.10.1 - Department Heads Designated to add the classifications of Director of Community Services and Director of Housing and Community Development as indicated in Attachment A; and
- f. Adopt Resolution No. 20-258 to direct the Human Resources Department to implement the changes in the Advantage HRM system.

PASSED AND ADOPTED on this 28th day of July 2020, by roll call vote:

AYES: Supervisors Alejo, Phillips, Lopez, Parker and Adams

NOES: None

ABSENT: None

(Government Code 54953)

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 July 28, 2020.

Dated: July 28, 2020

File ID: 20-625

Agenda Item No.: 22

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.: 20-258	PPPR Control No. <u>20-011</u>)
	HRM Control No. <u>20-007</u>)
Resolution to 20-258:)
d. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to create the classifications of Director of Community Services and Director of Housing and Community Development as indicated in Attachment A; and)
e. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Section A.10.1 - Department Heads Designated to add the classifications of Director of Community Services and Director of Housing and Community Development as indicated in Attachment A; and)
f. Direct the Human Resources Department to implement the changes in the Advantage HRM system.)

WHEREAS, the County retained Citygate Associates, LLC (Citygate) to conduct a review of the Resource Management Agency (RMA) with the objective to review current conditions, evaluate existing and future service demands, and analyze opportunities for organizational changes and process improvements that can enhance customer service and stakeholder satisfaction; and

WHEREAS, Citygate conducted the study and among Citygate’s recommendations are creating two distinct departments, with associated department head positions, one related to community services and one related to housing and community development; and

WHEREAS, the Board of Supervisors has approved implementing the proposed reorganization as appropriate; and

WHEREAS, in order to begin implementing the reorganization, the Human Resources Department was tasked with creating the two new department head classifications and recommending the appropriate salary; and

WHEREAS, the proposed classifications of Director of Community Services and Director of Housing and Community Development are recommended to be designated as department heads; and

WHEREAS, to implement the recommendations, the actions require the Personnel Policies and Practices Resolution No. 98-394 Appendix A and B and Section A.10.1 Department Heads Designated to be amended;

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

1. As the Board of Supervisors approved the Citygate Associates, LLC (Citygate) proposed reorganization as appropriate, Appendix A and B of the Personnel Policies and Practices Resolution (PPPR) No. 98-394 is amended to create the classifications and salary range of Director of Community Services and Director of Housing and Community Development as indicated below:

<u>Classification Title:</u> Director of Community Services													
<u>Hourly, Bi-Weekly and Monthly Pay Rates</u>													
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*	
82.559	87.097	91.886	96.943	102.273	107.385	112.756	11A33	0	E	8810	Y	E	
6,604.72	6,967.76	7,350.88	7,755.44	8,181.84	8,590.80	9,020.48							
14,310	15,097	15,927	16,803	17,727	18,613	19,544							

*provided for information purposes only

<u>Classification Title:</u> Director of Housing and Community Development													
<u>Hourly, Bi-Weekly and Monthly Pay Rates</u>													
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*	
82.559	87.097	91.886	96.943	102.273	107.385	112.756	11A34	0	E	8810	Y	E	
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14,310	15,097	15,927	16,803	17,727	18,613	19,544							

*provided for information purposes only

Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394

A.10.1 Department Heads Designated

The following management classes are hereby designated as department heads:

- 11A02 Agricultural Commissioner
- 11B01 Assessor-County Clerk-Recorder
- 10B02 Auditor-Controller
- 10A01 Board of Supervisors Chairman
- 10A02 Board of Supervisors Member
- 11A06 Chief Probation Officer
- 11A30 Clerk of the Board of Supervisors
- 11A01 County Administrative Officer
- 11A04 County Counsel
- 11A05 County Librarian
- 11A26 Director of Child Support Services
- 11A33 Director of Community Services
- 14A26 Director of Emergency Communications
- 11A09 Director of Health Services
- 11A07 Director of Human Resources
- 11A34 Director of Housing and Community Development
- 12E18 Director of Information Technology
- 11A12 Director of Social Services
- 10B04 District Attorney
- 11A31 Economic Development/Workforce Investment Board Director
- 14B25 Equal Opportunity Officer
- 11A15 General Manager - Water Resources Agency

- 11A25 Hospital Chief Executive Officer
- 11A18 Public Defender
- 11A20 Registrar of Voters
- 11A27 Resource Management Agency Director
- 10B05 Sheriff-Coroner
- 10B06 Treasurer-Tax Collector
- 60U20 Military & Veteran's Affairs Officer

PASSED AND ADOPTED on this 28th day of July 2020, by roll call vote:

AYES: Supervisors Alejo, Phillips, Lopez, Parker and Adams

NOES: None

ABSENT: None

(Government Code 54953)

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 July 28, 2020.

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