

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

Resolution No.: PPPR Control No. 21-023)
HRM Control No. 21-021)

- Adopts a Resolution to:)
- a. Amend Personnel Policies and Practices Resolution No. 98-394 Appendix A to)
adjust the salary ranges of the Food Service Worker I-II, Library Page, Park)
Services Aide I-III, Mailroom Clerk and Senior Mailroom Clerk, Range Aide and)
Student Intern classifications to comply with California Senate Bill No. 3, increasing)
the minimum wage to \$15.00/hour at first step and to maintain the spreads within)
the series where applicable, effective January 1, 2022 as indicated in Attachment A;)
 - b. Amend Personnel Policies and Practices Resolution No. 98-394 Appendix A to)
adjust the salary ranges of the Child Support Assistant I-II and Community Service)
Aide I-IV classifications effective January 1, 2022 as indicated in Attachment A;)
 - c. Direct the Human Resources Department to implement the changes in the)
Advantage HRM System.)

WHEREAS on April 4, 2016 California Senate Bill No. 3 was signed into law, raising the California minimum wage to \$15.00/hour effective January 1, 2022; and

WHEREAS, currently, the first-step salary rates of eight County classifications fall below the new State minimum wage; and

WHEREAS, the Human Resources Department conducted base wage compensation studies on the benchmark classifications;

WHEREAS, the base wage analysis determined there were insufficient benchmark classifications for the Mailroom Clerk, Park Services Aide II and Range Aide for comparison purposes and the Food Service Worker II and Student Intern were found to be above the top step market average of the comparable agencies; and

WHEREAS, the Human Resources Department is recommending that the base wage salary ranges of the Food Service Worker I, Library Page, Mailroom Clerk, Park Services Aide I, Range Aide, and Student Intern classifications be adjusted in order for the base wage rates be brought into alignment with the new minimum wage of \$15.00 an hour at the first step effective January 1, 2022 and it is further recommended to adjust the base wages of the Food Service Worker II, Senior Mailroom Clerk and Park Services Aide II and III in order to maintain the spreads within the series; and

WHEREAS, the base wage analysis found that the benchmark classification of Child Support Assistant II is below the market average of the County's comparable agencies by approximately 18.5% and the Community Services Aide III is below by approximately 16.4% and the Human Resources Department recommends to adjust the salary ranges by the identified approximate percentage at top step and to maintain the spreads within the series effective January 1, 2022; and

WHEREAS, to implement the recommendations, the actions require the Personnel Policies and Practices Resolution No. 98-394 Appendix A to be amended; NOW, THEREFORE,

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

- The Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A is amended to adjust the salary ranges of the Food Service Worker I-II, Library Page, Park Services Aide I-III, Mailroom Clerk and Senior Mailroom Clerk, Range Aide and Student Intern classifications to comply with California Senate Bill No. 3, increasing the minimum wage to \$15.00/hour at first step and to maintain the spreads within the series where applicable, effective January 1, 2022 as indicated below:

Classification Title: Food Service Worker I							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$15.000	\$15.825	\$16.695	\$17.613	\$18.582	\$19.511	\$20.487	70K01	20	SM	9043	J	N
\$1,200.00	\$1,266.00	\$1,335.60	\$1,409.04	\$1,486.56	\$1,560.88	\$1,638.96						
\$2,600	\$2,743	\$2,894	\$3,053	\$3,221	\$3,382	\$3,551						

*provided for information purposes only

Classification Title: Food Service Worker II							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$17.163	\$18.107	\$19.103	\$20.153	\$21.262	\$22.325	\$23.441	70K21	20	SM	9043	J	N
\$1,373.04	\$1,448.55	\$1,528.22	\$1,612.26	\$1,700.93	\$1,785.98	\$1,875.28						
\$2,975	\$3,139	\$3,311	\$3,493	\$3,685	\$3,870	\$4,063						

*provided for information purposes only

Classification Title: Library Page							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$15.000	\$15.825	\$16.695	\$17.613	\$18.582	\$19.511	\$20.487	80C24	18	OC	8810	J	N
\$1,200.00	\$1,266.00	\$1,335.60	\$1,409.04	\$1,486.56	\$1,560.88	\$1,638.96						
\$2,600	\$2,743	\$2,894	\$3,053	\$3,221	\$3,382	\$3,551						

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Classification Title: Mailroom Clerk							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$15.000	\$15.825	\$16.695	\$17.613	\$18.582	\$19.511	\$20.487	80O22	18	OC	8810	J	N
\$1,200.00	\$1,266.00	\$1,335.60	\$1,409.04	\$1,486.56	\$1,560.88	\$1,638.96						
\$2,600	\$2,743	\$2,894	\$3,053	\$3,221	\$3,382	\$3,551						

*provided for information purposes only

Classification Title: Senior Mailroom Clerk							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$20.849	\$21.995	\$23.205	\$24.481	\$25.828	\$27.119	\$28.475	80O23	18	OC	8810	J	N
\$1,667.90	\$1,759.63	\$1,856.40	\$1,958.50	\$2,066.21	\$2,169.52	\$2,278.00						
\$3,614	\$3,813	\$4,022	\$4,243	\$4,477	\$4,701	\$4,936						

*provided for information purposes only

Classification Title: Park Services Aide I							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$15.000	\$15.825	\$16.695	\$17.613	\$18.582	\$19.511	\$20.487	68C01	14	PP	9420	J	N
\$1,200.00	\$1,266.00	\$1,335.60	\$1,409.04	\$1,486.56	\$1,560.88	\$1,638.96						
\$2,600	\$2,743	\$2,894	\$3,053	\$3,221	\$3,382	\$3,551						

*provided for information purposes only

Classification Title: Park Services Aide II							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$16.283	\$17.178	\$18.123	\$19.120	\$20.171	\$21.180	\$22.239	68C21	14	PP	9420	J	N
\$1,302.63	\$1,374.27	\$1,449.85	\$1,529.59	\$1,613.71	\$1,694.40	\$1,779.12						
\$2,822	\$2,978	\$3,141	\$3,314	\$3,496	\$3,671	\$3,855						

*provided for information purposes only

Classification Title: Park Services Aide III							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$17.992	\$18.981	\$20.025	\$21.127	\$22.288	\$23.403	\$24.573	68C23	14	PP	9420	J	N
\$1,439.34	\$1,518.50	\$1,602.02	\$1,690.12	\$1,783.08	\$1,872.23	\$1,965.84						
\$3,119	\$3,290	\$3,471	\$3,662	\$3,863	\$4,056	\$4,259						

*provided for information purposes only

Classification Title: Range Aide							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$15.000	\$15.825	\$16.695	\$17.613	\$18.582	\$19.511	\$20.487	68C02	14	PP	9420	J	N
\$1,200.00	\$1,266.00	\$1,335.60	\$1,409.04	\$1,486.56	\$1,560.88	\$1,638.96						
\$2,600	\$2,743	\$2,894	\$3,053	\$3,221	\$3,382	\$3,551						

*provided for information purposes only

Classification Title: Student Intern							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$15,000						\$28,560	90A01	0	E	8810	J	N
\$1,200.00						\$2,284.80						
\$2,600						\$4,950						

*provided for information purposes only

2. The Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A is amended to adjust the salary ranges of the Child Support Assistant I-II and Community Service Aide I-IV classifications effective January 1, 2022, as indicated below:

Classification Title: Child Support Assistant I							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$16.962	\$17.894	\$18.879	\$19.917	\$21.012	\$22.063	\$23.166	25C17	17	OC	8810	J	N
\$1,356.93	\$1,431.56	\$1,510.29	\$1,593.35	\$1,680.98	\$1,765.03	\$1,853.28						
\$2,940	\$3,102	\$3,272	\$3,452	\$3,642	\$3,824	\$4,015						

*provided for information purposes only

Classification Title: Child Support Assistant II							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$21.016	\$22.171	\$23.391	\$24.677	\$26.034	\$27.336	\$28.703	25C18	17	OC	8810	J	N
\$1,681.26	\$1,773.72	\$1,871.27	\$1,974.18	\$2,082.76	\$2,186.90	\$2,296.24						
\$3,643	\$3,843	\$4,054	\$4,277	\$4,513	\$4,738	\$4,975						

*provided for information purposes only

Classification Title: Community Service Aide I							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$16.621	\$17.535	\$18.500	\$19.517	\$20.590	\$21.620	\$22.701	60P01	14	OC	8810	J	N
\$1,329.69	\$1,402.82	\$1,479.97	\$1,561.37	\$1,647.24	\$1,729.60	\$1,816.08						
\$2,881	\$3,039	\$3,207	\$3,383	\$3,569	\$3,747	\$3,935						

*provided for information purposes only

Classification Title: Community Service Aide II							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$17.868	\$18.851	\$19.887	\$20.981	\$22.135	\$23.242	\$24.404	60P21	14	PP	8810	J	N
\$1,429.45	\$1,508.06	\$1,591.00	\$1,678.50	\$1,770.81	\$1,859.35	\$1,952.32						
\$3,097	\$3,267	\$3,447	\$3,637	\$3,837	\$4,029	\$4,230						

*provided for information purposes only

Classification Title: Community Service Aide III							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$19.060	\$20.108	\$21.214	\$22.381	\$23.612	\$24.792	\$26.032	60P22	14	PP	8810	J	N
\$1,524.80	\$1,608.66	\$1,697.14	\$1,790.47	\$1,888.94	\$1,983.39	\$2,082.56						
\$3,304	\$3,485	\$3,677	\$3,879	\$4,093	\$4,297	\$4,512						

*provided for information purposes only

Classification Title: Community Service Aide IV							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$20.648	\$21.784	\$22.982	\$24.246	\$25.579	\$26.858	\$28.201	60P23	13	PP	8810	J	N
\$1,651.85	\$1,742.70	\$1,838.54	\$1,939.66	\$2,046.33	\$2,148.65	\$2,256.08						
\$3,579	\$3,776	\$3,984	\$4,203	\$4,434	\$4,655	\$4,888						

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- The Human Resources Department is directed to implement the changes in the Advantage HRM system.

PASSED AND ADOPTED on this ____ day of _____, 2021, by the following vote, to-wit:

AYES:

NOES:

ABSENT:

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 ___ for the meeting on _____.

Dated:

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

By _____
, Deputy