

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

Resolution No.: PPPR Control No. 23-024)
HRM Control No. 23-020)

- Adopts a Resolution to:
- a. Amend the Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A and B to create the classification of Sustainability Program Manager with the salary range as indicated below;
 - b. Amend the FY 2023-24 County Administrative Office Adopted Budget (Fund 001-Dept. 1050-Unit 8054-Appropriation Unit CAO004) to reallocate one (1) 1.0 FTE Management Analyst III to one (1) 1.0 FTE Sustainability Program Manager as indicated below;
 - c. Direct the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2023-24 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM System.

WHEREAS, the Human Resources Department completed a classification and base wage compensation study of one (1) Management Analyst III position that oversees the County’s Sustainability Program within the County Administrative Office’s Intergovernmental and Legislative Affairs (IGLA) Division; and

WHEREAS, the classification study found that the Management Analyst III classification does not accurately reflect the duties and responsibilities that the incumbent is performing and there is currently no other Monterey County classification that encompasses the scope of work, complexity, and consequence of error of this position and that there is a need to create a new classification of Sustainability Program Manager; and

WHEREAS, the base wage compensation study found that the job duties and responsibilities of the IGLA Management Analyst III position were matched to four (4) of the ten (10) market comparable agencies with a top monthly salary survey mean of approximately \$12,333; and

WHEREAS, it is recommended to create the new classification of Sustainability Program Manager with a top monthly salary of approximately \$12,333 and reallocate the Management Analyst III position to Sustainability Program Manager; NOW, THEREFORE,

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

1. The Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A and B are amended to create the classification of Sustainability Program Manager with the salary range as indicated below:

Classification Title: Sustainability Program Manager							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						
\$52.096	\$54.961	\$57.984	\$61.173	\$64.537	\$67.764	\$71.152	14M06	02	P	8810	X	E
\$4,167.67	\$4,396.88	\$4,638.70	\$4,893.81	\$5,162.96	\$5,421.11	\$5,692.16						
\$9,030	\$9,527	\$10,051	\$10,603	\$11,186	\$11,746	\$12,333						

Provided for information purposes only

2. The FY 2023-24 County Administrative Office Adopted Budget (Fund 001-Dept. 1050-Unit 8054-Appropriation Unit CAO004) is amended to reallocate one (1) 1.0 FTE Management Analyst III to one (1) 1.0 FTE Sustainability Program Manager as indicated below:

	Class Code	Position Title	Position Number	Position Increase/Decrease	Revised Total FTE
From	14C31	Management Analyst III	0004	(1.0)	2.0
To	14M06	Sustainability Program Manager	0001	1.0	1.0

3. The County Administrative Office and the Auditor-Controller are directed to incorporate the approved position changes in the FY 2023-24 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.

PASSED AND ADOPTED on this ____ day of _____, 2022, 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