

*Before the Board of Supervisors  
County of Monterey, State of California*

- Resolution No.: 22-448** PPPR Control No. 22-035 )  
HRM Control No. 22-030 )
- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A to )  
 adjust the base wage salary range of the Medical Assistant classification as indicated )  
 below; )
- b. Direct the Human Resources Department to implement the changes in the Advantage )  
 HRM system. )

**WHEREAS**, the Health Department requested a base wage compensation study of the Medical Assistant classification citing recruitment and retention difficulties; and

**WHEREAS**, the Human Resources Department conducted a base wage compensation study of the Medical Assistant classification which determined that it is approximately 8.14% below the mean of the County’s comparable agencies and is recommended to be adjusted by the approximate percentage identified at top step; and

**WHEREAS**, to implement the recommendation, the action requires 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:

1. Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A is amended to adjust the salary range of the Medical Assistant classification as indicated below:

<u>Classification Title: Medical Assistant</u>							Class Code	WG *	EEO Cat*	W/C *	BU	FLSA Code*
<u>Hourly, Bi-Weekly and Monthly Pay Rates</u>												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$23.631	\$24.931	\$26.302	\$27.748	\$29.274	\$30.738	\$32.275	50U42	17	SM	8830	H	N
\$1,890.48	\$1,994.45	\$2,104.14	\$2,219.86	\$2,341.95	\$2,459.05	\$2,582.00						
\$4,096	\$4,321	\$4,559	\$4,810	\$5,074	\$5,328	\$5,594						

\*Provided for information purposes only.

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


**PASSED AND ADOPTED** on this 8<sup>th</sup> day of November 2022, by roll call vote:

AYES: Supervisors Alejo, Phillips, Lopez, Askew, 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 on November 8, 2022.

Dated: November 14, 2022  
File ID: RES 22-197  
Agenda Item No. 52

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

  
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Emmanuel H. Santos, Deputy