



County of Monterey

Item No.

Board Report

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

Legistar File Number: RES 25-012

February 04, 2025

Introduced: 1/23/2025

Current Status: General Government -
Consent

Version: 1

Matter Type: BoS Resolution

Adopt a Resolution to:

- a. Amend the FY 2024-25 Office of County Counsel Adopted Budget (Fund 001-Dept 1210- Unit 8407) to reclassify one (1) Finance Manager I incumbent to one (1) Finance Manager II as indicated in Attachment A, effective February 8, 2025;
- b. Direct the County Administrative Office, Auditor-Controller Office, and Human Resources Department to implement the changes in the Advantage Human Resources Management (HRM) system.

RECOMMENDATION:

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

- a. Amend the FY 2024-25 Office of County Counsel Adopted Budget (Fund 001-Dept 1210- Unit 8407) to reclassify one (1) Finance Manager I incumbent to one (1) Finance Manager II as indicated in Attachment A, effective February 8, 2025;
- b. Direct the County Administrative Office, Auditor-Controller Office, and Human Resources Department to implement the changes in the Advantage Human Resources Management (HRM) system.

SUMMARY/DISCUSSION:

The Human Resources Department completed a classification study of one (1) Finance Manager I incumbent in the Office of County Counsel. The objective of the study was to determine if the incumbent was appropriately classified, and if not, to recommend a classification that accurately reflects the duties and responsibilities currently assigned to the incumbent.

The classification study found that the Finance Manager I classification does not accurately reflect the duties and responsibilities that the incumbent is performing. The incumbent is responsible for overseeing budget units within County Counsel with complex guidelines, standards, and regulations. Given the scope of work, complexity, and consequence of error, it was determined that the appropriate classification that accurately reflect the duties performed is the Finance Manager II classification.

Therefore, the Human Resources Department recommends the Board of Supervisors approve the recommended actions to reclassify the incumbent from Finance Manager I to Finance Manager II classification.

OTHER AGENCY INVOLVEMENT:

Legistar File Number: RES 25-012

The Office of County Counsel has reviewed and concur with these recommendations. In addition, County Employees Management Association (CEMA) has been provided notice of these Recommendations.

FINANCING:

Approval of the recommended action would result in no change to the estimated salary and benefit cost for the remainder of Fiscal Year 2024-25 as the position is currently allocated at the Finance Manager II.

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
X Administration
___ Health & Human Services
___ Infrastructure
___ Public Safety

Prepared by: Cicely Henson, Human Resource Analyst II
Approved by: Andreas Pyper, Director of Human Resources

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Cicely Henson

DocuSigned by:

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Andreas Pyper

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Attachment:
Resolution
Attachment A