



# Monterey County

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## Board Report

Legistar File Number: 14-1221

November 04, 2014

**Introduced:** 10/23/2014

**Version:** 1

**Current Status:** Agenda Ready

**Matter Type:** General Agenda Item

Adopt Resolution to:

- a. Amend the Board of Supervisors' Action on July 1, 2014 retroactive to that date to amend the Monterey County Personnel Policies and Practices Resolution No. 98-394 to Add the New Classifications of: Surgical Technician, Central Sterile Technician, Senior Central Sterile Technician, Obstetrical Technician, Senior Obstetrical Technician and Telemetry Technician with attached wage ranges (as indicated in Attachment A);
- b. Amend the Board of Supervisors' Action on July 1, 2014 to Reallocate 27.2 FTE Healthcare Technician and 2.0 FTE Senior Healthcare Technician Positions at Natividad Medical Center to 9.0 FTE Surgical Technicians, 4.8 FTE Central Sterile Technicians, 1.0 FTE Senior Central Sterile Technician, 6.4 FTE Obstetrical Technicians, 1.0 FTE Senior Obstetrical Technician, 4.5 FTE Telemetry Technicians and 1.8 FTE Nursing Assistants, retroactive to July 12, 2014 (the first full pay period in FY 2014-15);
- c. Amend the Board of Supervisors' Action on July 1, 2014 to Reclassify the Current Incumbents in the Positions Identified Above from Healthcare Technicians and Senior Healthcare Technicians Respectively to Surgical Technicians, Central Sterile Technicians, Senior Central Sterile Technicians, Obstetrical Technicians, Senior Obstetrical Technicians, Telemetry Technicians and Nursing Assistants retroactive to July 19, 2014, and also include Healthcare Technicians hired into applicable positions since this action was taken; and
- d. Authorize the County Administrative Office to Incorporate the Above Changes in the NMC FY 2014-15 Adopted Budget (Unit 9600).

### **..Report**

#### RECOMMENDATION:

It is recommended that the Board of Supervisors adopt resolution to:

- a. Amend the Board of Supervisors' Action on July 1, 2014 retroactive to that date to amend the Monterey County Personnel Policies and Practices Resolution No. 98-394 to Add the New Classifications of: Surgical Technician, Central Sterile Technician, Senior Central Sterile Technician, Obstetrical Technician, Senior Obstetrical Technician and Telemetry Technician with attached wage ranges (as indicated in Attachment A);
- b. Amend the Board of Supervisors' Action on July 1, 2014 to Reallocate 27.2 FTE Healthcare Technician and 2.0 FTE Senior Healthcare Technician Positions at Natividad Medical Center to 9.0 FTE Surgical Technicians, 4.8 FTE Central Sterile Technicians, 1.0 FTE Senior Central Sterile Technician, 6.4 FTE Obstetrical Technicians, 1.0 FTE Senior Obstetrical Technician, 4.5 FTE Telemetry Technicians and 1.8 FTE Nursing Assistants, retroactive to July 12, 2014 (the first full pay period in FY 2014-15);
- c. Amend the Board of Supervisors' Action on July 1, 2014 to Reclassify the Current Incumbents in the Positions Identified Above from Healthcare Technicians and Senior Healthcare Technicians Respectively to Surgical Technicians, Central Sterile Technicians, Senior Central Sterile Technicians, Obstetrical Technicians, Senior Obstetrical Technicians,

- Telemetry Technicians and Nursing Assistants retroactive to July 19, 2014, and also include Healthcare Technicians hired into applicable positions since this action was taken; and
- d. Authorize the County Administrative Office to Incorporate the Above Changes in the NMC FY 2014-15 Adopted Budget (Unit 9600).

SUMMARY:

Natividad Medical Center previously recommended that the Board of Supervisors approve the creation of the specific classifications of Surgical Technician, Central Sterile Technician, Senior Central Sterile Technician, Obstetrical Technician, Senior Obstetrical Technician and Telemetry Technician with the attached salary ranges (see Attachment A for tables), reallocation of the applicable positions at Natividad Medical Center, and reclassification of incumbents in these applicable positions, in order to appropriately recruit and compensate qualified incumbents into these critical positions. These actions were approved by the Board of Supervisors on July 1, 2014.

DISCUSSION:

On July 1, 2014, the Board of Supervisors approved NMC's recommendation to create the new classifications of Surgical Technician, Central Sterile Technician, Senior Central Sterile Technician, Obstetrical Technician, Senior Obstetrical Technician, and Telemetry Technician and to reallocate positions and reclassify employees performing these roles within various departments at the hospital.

The original report presented to and approved by the Board of Supervisors on July 1, 2014 did not include a resolution attachment. After the action was taken and the approved board order was available, NMC attempted to implement the reclassification of affected employees; however, the newly created classifications were not available for use in the system. At that time, NMC was advised by the Monterey County Human Resources Department that a resolution attachment was necessary for them to enter the newly created classification tables. Upon further review and discussion with the Monterey County Human Resources Department, County Counsel, and the Clerk of the Board, NMC has been directed to resubmit this report to include a resolution attachment, so the Board of Supervisors can ratify the actions taken on July 1, 2014 and NMC can implement the reclassification of all affected employees with the previously approved effective date of July 19, 2014.

OTHER AGENCY INVOLVEMENT:

SEIU - Local 521 concurs with this recommendation and has been awaiting the completion of the reclassification of affected employees they represent. NMC presents this report in accordance with discussions and recommendations from the Monterey County Human Resources Department, County Counsel, and the Clerk of the Board.

FINANCING:

This is a ratification of a previous action, and has no impact on the General Fund.

Prepared by: L. Janine Ray-Bouyea  
NMC Human Resources Administrator

Approved by: \_\_\_\_\_  
Kelly O'Keefe, M.D., Ph.D., FCAP

Attachments: Attachment A  
Resolution