

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

Resolution No.: PPPR Control No. 16-022)
HRM Control No. 16-020)

Adopts a Resolution to:)

- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 and Appendix A to designate as Confidential, re-title, change Bargaining Unit and adjust the salary ranges of the classifications of Payroll Technician to Payroll Technician-Confidential and Senior Payroll Technician to Senior Payroll Technician- Confidential as indicated below; and)
- b. Amend the Auditor-Controller Budget (1110-8372) to reflect the changes as indicated below; and)
- c. Direct the County Administrative Office to incorporate the approved changes in the FY 2016-17 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.)

WHEREAS, Payroll Technicians and Senior Payroll Technicians, employed by the Office of the Auditor-Controller are responsible for processing an accurate and timely payroll for Monterey County’s 5100 employees; and

WHEREAS, Payroll Technicians and Senior Payroll Technicians have access to confidential information for all County employees, including public officials and Safety employees; and

WHEREAS, Payroll Technicians and Senior Payroll Technicians respond to requests for confidential information relating to labor negotiations, audits, employee settlement agreements, and disciplinary items; and

WHEREAS, designating Payroll Technicians and Senior Payroll Technicians as Confidential is consistent with Monterey County’s current practice; and

WHEREAS, the actions require the Personnel Policies and Practices Resolution No. 98-394 and 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. Appendix A of Personnel Policies and Practices Resolution No. 98-394 is amended to designate as Confidential, re-title, change Bargaining Unit and adjust the salary ranges of the classifications of Payroll Technician to Payroll Technician-Confidential and Senior Payroll Technician to Senior Payroll Technician- Confidential as indicated below effective September 3, 2016;

Classification Title: Payroll Technician-Confidential							Class Code	WG *	EEO Cat*	W/C*	B U	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$21.297	\$22.466	\$23.701	\$24.999	\$26.371	\$27.689	\$29.073	80J96	17	OC	8810	Z	NE
\$1,703.76	\$1,797.28	\$1,896.08	\$1,999.92	\$2,109.68	\$2,215.12	\$2,325.84						
\$3,691	\$3,894	\$4,108	\$4,333	\$4,571	\$4,799	\$5,039						

*provided for information purposes only

Classification Title: Senior Payroll Technician-Confidential												
<u>Hourly, Bi-Weekly and Monthly Pay Rates</u>												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Class Code	WG *	EEO Cat*	W/C*	B U	FLSA Code*
\$23.387	\$24.138	\$25.469	\$26.867	\$28.349	\$29.769	\$31.255	80J97	17	OC	8810	Z	NE
\$1,870.96	\$1,931.04	\$2,037.52	\$2,149.36	\$2,267.92	\$2,381.52	\$2,500.40						
\$4,054	\$4,184	\$4,415	\$4,657	\$4,914	\$5,160	\$5,417						

*provided for information purposes only

The County Administrative Office is hereby directed to incorporate the approved changes in the FY 2016-17 Adopted Budget and the Human Resources Department to implement these changes in the Advantage HRM System.

PASSED AND ADOPTED on this ____ day of _____, 2016, by the following vote, to-wit:

AYES:

NOES:

ABSENT:

I, Gail T. Borkowski, 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:

Gail T. Borkowski, Clerk of the Board of Supervisors,
County of Monterey, State of California

By _____,
Deputy