

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

**Resolution No.: 23-483**

PPPR Control No. 23-054 )  
HRM Control No. 23-048 )

Adopts a Resolution to:

- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A to adjust the base wage salary range of the Office Maintenance Worker classification as indicated below effective December 2, 2023;
- b. Direct the Human Resources Department, County Administrative Office, and Auditor-Controller’s Office to implement the changes in the Advantage Human Resources Management (HRM) system.

**WHEREAS**, the Human Resources Department conducted a base wage compensation study of the Office Maintenance Worker and determined that it is approximately 6.11% below the mean of the County’s market 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 Office Maintenance Worker classification as indicated below effective December 2, 2023:

Classification Title: <b>Office Maintenance Worker</b>							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						
\$20.271	\$21.386	\$22.562	\$23.803	\$25.112	\$26.368	\$27.686	70N01	20	SM	9420	J	N
\$1,621.69	\$1,710.87	\$1,804.97	\$1,904.23	\$2,008.96	\$2,109.41	\$2,214.88						
\$3,514	\$3,707	\$3,911	\$4,126	\$4,353	\$4,570	\$4,799						

\*Provided for information purposes only.

2. The Human Resources Department, County Administrative Office, and Auditor-Controller’s Office are directed to implement the changes in the Advantage Human Resources Management (HRM) system.

PASSED AND ADOPTED on this 28<sup>th</sup> day of November 2023, by roll call vote:

AYES: Supervisors Alejo, Church, Lopez, and Askew

NOES: None

ABSENT: Supervisor Adams

Motion Passed 4 to 0

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 November 28, 2023.

Dated: November 30, 2023

File ID: RES 23-218

Agenda Item No.: 51

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



Emmanuel H. Santos, Deputy