

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

- Resolution No.: PPPR Control No. 21-015)
 HRM Control No. 21-013)
- Adopts a Resolution to:)
- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to consolidate and retitle the Warehouse Worker classification series with the Storekeeper classification series with the salary ranges as indicated in Attachment A effective September 11, 2021;)
 - b. Amend the County Administrative Office - Contracts/Purchasing Budget Unit 1050-8047 - Fund 001 - Appropriation Unit CAO002 to reallocate and to approve the reclassification of one (1) Warehouse Worker to one (1) Senior Storekeeper as indicated in Attachment A effective September 11, 2021;)
 - c. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to create the classifications of Fleet Parts Coordinator and Senior Fleet Parts Coordinator with the salary ranges as indicated in Attachment A effective September 11, 2021;)
 - d. Amend the County Administrative Office Budget - Fleet Administration Budget Unit 1050-8451 - Fund 001 - Appropriation Unit CAO025 to reallocate and to approve the reclassification of two (2) Storekeepers to two (2) Fleet Parts Coordinators as indicated in Attachment A effective September 11, 2021;)
 - e. Direct the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2021-22 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.)

WHEREAS, The Human Resources Department conducted a classification and compensation study of the Storekeeper and Warehouse Worker classification series; and

WHEREAS, the classification analysis determined the majority of incumbents perform duties that are similar in scope and complexity and recommend the Warehouse Worker classification series be consolidated and retitled to the Storekeeper series; and

WHEREAS, the base wage compensation salary survey determined the Storekeeper and Warehouse Worker benchmark classifications are within the average of the County’s comparable agencies and recommended to establish the base wage of the Storekeeper and Senior Storekeeper at the same rate of the former classifications of Warehouse Worker and Senior Warehouse Worker and maintain the Supervising Storekeeper at the same rate plus 4.94%; and

WHEREAS, the incumbent Warehouse Worker in County Administrative Office-Contracts/Purchasing was found to be performing job duties that are not within the scope of the Warehouse Worker classification and is recommended to be reclassified to Senior Storekeeper; and

WHEREAS, the incumbents assigned to County Administrative Office-Fleet Administration were found to be performing job duties that are not within the scope of either the Warehouse Worker or the Storekeeper classification series and it is recommended a new classification series of Fleet Parts Coordinator be created and the storekeepers assigned to Fleet Administration be reclassified accordingly; and

WHEREAS, to implement the recommendations, the actions require the Personnel Policies and Practices Resolution No. 98-394 Appendix A and B to be amended; NOW, THEREFORE,

BE IT RESOLVED by the Board of Supervisors in and for the County of Monterey as follows:

- The Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B are amended to consolidate and retitle the Worker classification series with the Storekeeper series with the salary ranges as indicated below effective September 11, 2021:

Consolidate and Retitle the Warehouse Worker series with the Storekeeper series with the salary ranges listed below:

Classification Title: Storekeeper							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$18.433	\$19.456	\$20.523	\$21.649	\$22.838	\$23.975	\$25.175	70F23	18	OC	9420	J	N
\$1,475.44	\$1,556.48	\$1,641.84	\$1,731.92	\$1,827.04	\$1,918.00	\$2,014.00						
\$3,197	\$3,372	\$3,557	\$3,752	\$3,959	\$4,156	\$4,364						

*provided for information purposes only

Classification Title: Senior Storekeeper							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$20.481	\$21.603	\$22.788	\$24.036	\$25.357	\$26.623	\$27.954	70F80	17	OC	9420	J	N
\$1,638.48	\$1,728.24	\$1,823.04	\$1,922.88	\$2,028.56	\$2,129.84	\$2,236.32						
\$3,550	\$3,745	\$3,950	\$4,166	\$4,395	\$4,615	\$4,845						

*provided for information purposes only

Classification Title: Supervising Storekeeper							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$23.067	\$24.336	\$25.674	\$27.086	\$28.576	\$30.005	\$31.505	70F81	17	OC	9420	F	E
\$1,845.38	\$1,946.87	\$2,053.94	\$2,166.90	\$2,286.08	\$2,400.38	\$2,520.40						
\$3,998	\$4,218	\$4,450	\$4,695	\$4,953	\$5,201	\$5,461						

*provided for information purposes only

- The County Administrative Office - Contracts/Purchasing Budget Unit 1050-8047 - Fund 001 - Appropriation Unit CAO002 is amended to reallocate and to approve the reclassification of one (1) Warehouse Worker to one (1) Senior Storekeeper as indicated below effective September 11, 2021:

Reallocate Position and Reclassify Incumbent to Senior Storekeeper

County Administrative Office – Contracts/Purchasing
Budget Unit 1050-8047 - Fund 001 - Appropriation Unit CAO002

	Class Code	Position Title	Position Number	Position Increase/Decrease	Revised Total FTE
From	70F79	Warehouse Worker	0001	(1.0)	0.0
To	70F80	Senior Storekeeper	0001	1.0	1.0

3. The Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B is amended to create the classifications of Fleet Parts Coordinator and Senior Fleet Parts Coordinator with the salary ranges as indicated below effective September 11, 2021.

Create classification series with the salary ranges listed below:

Classification Title: Fleet Parts Coordinator							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$20.293	\$21.409	\$22.587	\$23.829	\$25.139	\$26.396	\$27.716	70F10	18	OC	9420	J	N
\$1,623.44	\$1,712.73	\$1,806.92	\$1,906.30	\$2,011.14	\$2,111.70	\$2,217.28						
\$3,517	\$3,711	\$3,915	\$4,130	\$4,357	\$4,575	\$4,804						

*provided for information purposes only

Classification Title: Senior Fleet Parts Coordinator							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$22.534	\$23.773	\$25.080	\$26.460	\$27.915	\$29.310	\$30.776	70F12	17	OC	9420	J	N
\$1,802.68	\$1,901.82	\$2,006.42	\$2,116.76	\$2,233.18	\$2,344.84	\$2,462.08						
\$3,906	\$4,121	\$4,347	\$4,586	\$4,839	\$5,080	\$5,335						

*provided for information purposes only

4. The County Administrative Office Budget - Fleet Administration Budget Unit 1050-8451 - Fund 001 - Appropriation Unit CAO025 is amended to reallocate and to approve the reclassification two (2) Storekeepers to two (2) Fleet Parts Coordinators as indicated below effective September 11, 2021:

Reallocate Positions to Fleet Parts Coordinator and Senior Fleet Parts Coordinator and Reclassify Incumbents to Fleet Parts Coordinator

County Administrative Office - Fleet Administration
Budget Unit 1050-8451 - Fund 001 - Appropriation Unit CAO025

	Class Code	Position Title	Position Number	Position Increase/Decrease	Revised Total FTE
From	70F23	Storekeeper	0001	(1.0)	0.0
To	70F10	Fleet Parts Coordinator	0001	1.0	1.0
From	70F80	Senior Storekeeper	0001	(1.0)	0.0
To	70F12	Senior Fleet Parts Coordinator	0001	1.0	1.0

5. The County Administrative Office and the Auditor-Controller are directed to incorporate the approved position changes in the FY 2021-22 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.

PASSED AND ADOPTED on this _____ day of _____, 2021, by the following vote, to-wit:

AYES:
NOES:

ABSENT:

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 ___ for the meeting on _____.

Dated:

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

By _____
, Deputy