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Adopt a Resolution to:

- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to adjust the salary ranges of the Sheriffs Records Specialist I, II, Senior Sheriffs Record Specialist and Sheriff Records Supervisor effective in the current pay period, beginning February 7, 2026, as indicated in Attachment A;
- b. Direct the Human Resources Department and the Auditor Controller's Office to implement the changes in the Advantage Human Resources Management (HRM) System.

..Report

RECOMMENDATION:

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

- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to adjust the salary ranges of the Sheriffs Records Specialist I, II, Senior Sheriffs Record Specialist and Sheriff Records Supervisor effective in the current pay period, beginning February 7, 2026, as indicated in Attachment A;
- b. Direct the Human Resources Department and the Auditor Controller's Office to implement the changes in the Advantage Human Resources Management (HRM) System.

SUMMARY

The Human Resources Department contracted with an independent consulting firm to conduct multiple base wage studies. The Human Resources Department received an appeal from a labor group regarding the results of the base wage compensation recommendation for the Sheriff Records Specialist classification series. The appeal was recently resolved. Therefore, the Human Resources Department recommends the Board of Supervisors amend the Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to adjust the base wage salary ranges for the Sheriff Record Specialist series effective in the current pay period, beginning February 7, 2026.

DISCUSSION:

The Human Resources Department contracted with an independent consulting firm, Management Strategies Group, a consulting division of Sloan Sakai Yeung & Wong LLP to conduct multiple base wage studies. As a result, several classifications/series were found to be below the market of the County's comparable agencies. Effective Fiscal Year 2024-25, the Human Resources Department, in partnership with the County Administrative Office, implemented a new process for aligning the implementation of completed base wage compensation studies with the County's budget adoption process.

The Human Resources Department received several appeals from labor groups regarding the results of the base wage compensation recommendations. The implementation of the base wage compensation studies for the classifications/series under appeal was delayed until the appeal process could be completed. The appeal for the Sheriff Record Specialist classification series has been resolved.

Therefore, the Human Resources Department recommends adopting a Resolution to amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to adjust the

base wage salary ranges effective in the current pay period, beginning February 7, 2026, for classifications in the Sheriff Record Specialist series found to be below market as indicated in Attachment A.

OTHER AGENCY INVOLVEMENT/COMMITTEE ACTIONS:

The County Administrative Office concurs with the recommendations.

FINANCING:

The salary and benefits increased costs for Fiscal Year 2025-26 were included in the FY 2025-2026 Adopted Budget. Subsequent annual increases will be addressed in future year's budgets through the annual budget process.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

The proposed recommended actions demonstrate the County's commitment in recruiting, retaining, and attracting a diverse, talented workforce that supports the mission of the County of Monterey.

- Well-Being and Quality of Life
- Sustainable Infrastructure for the Present and Future
- Safe and Resilient Communities
- Diverse and Thriving Economy
- Dynamic Organization and Employer of Choice

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Attachments:

Attachment A

Resolution