



Monterey County Board of Supervisors

168 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066

Board Order

Upon motion of Supervisor Potter, seconded by Supervisor Armenta and carried by those members present, the Board of Supervisors hereby:

Adopted Resolution 16-226 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 in the attached Resolution; and
- b. Direct the Human Resources Department to implement the changes in the Advantage HRM system.

PASSED AND ADOPTED on this 30th day of August 2016, by the following vote, to wit:

AYES: Supervisors Armenta, Phillips, Salinas, Parker and Potter

NOES: None

ABSENT: None

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 79 for the meeting on August 30, 2016.

Dated: September 1, 2016
File ID: RES 16-040

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

By *Denise Hancock*
Deputy

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

PPPR Control No. 16-022
HRM Control No. 16-020

- Resolution No.: 16-226**)
 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 an low; and Senior Payroll)
 Technician to Senior Payroll Technician-)
 Confidential as indicated be)
 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:

- 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							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						
\$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 upon motion of Supervisor Potter, seconded by Supervisor Armenta carried this 30th day of August 2016, by the following vote, to wit:

- AYES: Supervisors Armenta, Phillips, Salinas, Parker and Potter
- NOES: None
- ABSENT: None

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 79 for the meeting on August 30, 2016.

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