

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

Resolution No.:	PPPR Control No. <u>24-030</u>)
	HRM Control No. <u>24-030</u>)
Adopts a Resolution to:)
a. Memorialize the amendment of Personnel Policies and Practices Resolution (PPPR))
No. 98-394 Appendix A to adjust the base wage salary ranges of the Victim Assistance)
Advocate, Victim/Witness Assistance Program Coordinator, and Victim/Witness)
Assistance Program Manager classifications as indicated in Attachment A effective the)
first full pay period of Fiscal Year 2024-25;)
b. Memorialize the amendment of Personnel Policies and Practices Resolution (PPPR))
No. 98-394 Appendix A to adjust the base wage salary range of the Recorder Services)
Supervisor classification as indicated in Attachment A effective the first full pay period)
of Fiscal Year 2024-25;)
c. Memorialize the amendment of Personnel Policies and Practices Resolution (PPPR))
No. 98-394 Appendix A to adjust the base wage salary ranges of the Departmental)
Information Systems Manager I-II classifications as indicated in Attachment A effective)
the first full pay period of Fiscal Year 2024-25;)
d. 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, 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; and

WHEREAS, on June 20, 2024, the County Board of Supervisors adopted a resolution approving the Fiscal Year 2024-25 Budget for the County of Monterey which included base wage compensation salary adjustments for six (6) classifications; and

WHEREAS, the Human Resources Department conducted a base wage compensation study of the Victim Assistance Advocate classification which determined that they were approximately 8.38% below the mean of the County's comparable agencies and is recommended to be adjusted by the approximate percentage identified at top step; and

WHEREAS, the Human Resources Department conducted a base wage compensation study of the Victim/Witness Assistance Program Coordinator classification which determined that they were approximately 8.83% below the mean of the County's comparable agencies and is recommended to be adjusted by the approximate percentage identified at top step; and

WHEREAS, the Human Resources Department conducted a base wage compensation study of the Victim/Witness Assistance Program Manager classification which determined that they were approximately 8.33% below the mean of the County's comparable agencies and is recommended to be adjusted by the approximate percentage identified at top step; and

WHEREAS, the Human Resources Department conducted a base wage compensation study of the Recorder Services Supervisor classification which determined that they were approximately 24.37% below the mean of the County's comparable agencies and is recommended to be adjusted by the approximate percentage identified at top step; and

WHEREAS, the Human Resources Department conducted a base wage compensation study of the Departmental Information Systems Manager II classification which determined that they were approximately 9.86% below the mean of the County's comparable agencies and is recommended to be adjusted by the approximate percentage identified at top step and to maintain the spread in the series; and

WHEREAS, while implementing the Fiscal Year 2024-25 salary rate increases in the Advantage Human Resources Management (HRM) System, staff became aware the Resolution adopting the Fiscal Year 2024-25 County Budget did not include language amending the Personnel Policies and Practices Resolution (PPPR) to adjust the salary ranges of the impacted classifications; and

WHEREAS, the Human Resources Department recommended adopting a resolution to memorialize the salary increases for the six (6) classifications that were effective the first full pay period of the new fiscal year as part of the budget adoption; 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 Victim Assistance Advocate, Victim/Witness Assistance Program Coordinator, and Victim/Witness Assistance Program Manager classifications as indicated below, effective the first full pay period of Fiscal Year 2024-25:

<u>Classification Title: Victim Assistance Advocate</u>							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						
\$26.858	\$28.335	\$29.893	\$31.537	\$33.272	\$34.935	\$36.682	60K02	13	PP	9410	J	N
\$2,148.61	\$2,266.78	\$2,391.45	\$2,522.97	\$2,661.73	\$2,794.81	\$2,934.55						
\$4,655	\$4,911	\$5,181	\$5,466	\$5,767	\$6,055	\$6,358						

*Provided for information purposes only.

<u>Classification Title: Victim/Witness Assistance Program Coordinator</u>							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						
\$32.435	\$34.219	\$36.101	\$38.086	\$40.181	\$42.190	\$44.299	60K03	13	PP	9410	F	N
\$2,594.80	\$2,737.51	\$2,888.06	\$3,046.90	\$3,214.47	\$3,375.19	\$3,543.95						
\$5,622	\$5,931	\$6,257	\$6,602	\$6,965	\$7,313	\$7,679						

*Provided for information purposes only.

<u>Classification Title:</u> Victim/Witness Assistance Program Manager							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						
\$42.380	\$44.711	\$47.170	\$49.764	\$52.501	\$55.126	\$57.882	14C87	03	P	8810	X	E
\$3,390.40	\$3,576.86	\$3,773.58	\$3,981.11	\$4,200.06	\$4,410.07	\$4,630.57						
\$7,346	\$7,750	\$8,176	\$8,626	\$9,100	\$9,555	\$10,033						

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2. Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A is amended to adjust the salary range of the Recorder Services Supervisor classification as indicated below, effective the first full pay period of Fiscal Year 2024-25:

<u>Classification Title:</u> Recorder Services Supervisor							Class Code	W G *	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						
\$32.743	\$34.544	\$36.444	\$38.448	\$40.563	\$42.591	\$44.721	80E92	17	OC	8810	F	N
\$2,619.47	\$2,763.54	\$2,915.52	\$3,075.87	\$3,245.03	\$3,407.28	\$3,577.65						
\$5,676	\$5,988	\$6,317	\$6,664	\$7,031	\$7,382	\$7,752						

3. Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A is amended to adjust the salary range of the Departmental Information Systems Manager I/II classifications as indicated below, effective the first full pay period of Fiscal Year 2024-25:

Classification Title: Departmental Information Systems Manager I							Class Code	W G *	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						
\$51.567	\$54.403	\$57.395	\$60.552	\$63.882	\$67.076	\$70.430	16F40	02	P	8810	X	E
\$4,125.36	\$4,352.24	\$4,591.60	\$4,844.13	\$5,110.54	\$5,366.07	\$5,634.37						
\$8,938	\$9,430	\$9,948	\$10,496	\$11,073	\$11,626	\$12,208						

*Provided for information purposes only.

<u>Classification Title:</u> Departmental Information Systems Manager II							Class Code	W G *	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						
\$56.008	\$59.088	\$62.338	\$65.766	\$69.383	\$72.852	\$76.495	16F41	02	P	8810	X	E
\$4,480.62	\$4,727.04	\$4,987.02	\$5,261.29	\$5,550.64	\$5,828.17	\$6,119.58						
\$9,708	\$10,242	\$10,805	\$11,399	\$12,026	\$12,628	\$13,259						

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5. Direct 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 ____ day of _____, 2024, 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