



# County of Monterey

Item No.

## Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

Legistar File Number: RES 24-112

August 13, 2024

Introduced: 6/1/2024

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Resolution

Adopt Resolution to:

- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A and B to create the classification of Trauma Registrar with the salary range as indicated in Attachment A effective August 24, 2024;
- b. Amend the FY 2024-25 Natividad Medical Center Adopted Budget (Fund 451-Dept. 9600-Unit 8340-Appropriation Unit NMC001) to add one (1) Management Analyst II position and reallocate two (2) Administrative Services Assistant positions and one (1) Health Information Management Coder II position to three (3) Trauma Registrar positions as indicated in Attachment A effective August 24, 2024; and
- c. Direct the Human Resources Department to implement the changes in the Advantage Human Resources Management (HRM) System.

### 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 Appendices A and B to create the classification of Trauma Registrar with the salary range as indicated in Attachment A effective August 24, 2024;
- b. Amend the FY 2024-25 Natividad Medical Center Adopted Budget (Fund 451-Dept. 9600-Unit 8340-Appropriation Unit NMC001) to add one (1) Management Analyst II position and reallocate two (2) Administrative Services Assistant positions and one (1) Health Information Management Coder II position to three (3) Trauma Registrar positions as indicated in Attachment A effective August 24, 2024; and
- c. Direct the Human Resources Department to implement the changes in the Advantage Human Resources Management (HRM) System.

### SUMMARY/DISCUSSION:

Natividad Medical Center (NMC) completed a classification and base wage compensation study of the Trauma Registrar recommend base wage salary aligned with available market data.

The American College of Surgeons (ACS) requires NMC to employ qualified Trauma Registrars to maintain its Level II Trauma designation. NMC has utilized generic classifications to staff this position and has recently experienced recruitment and retention difficulty as the market for qualified talent has become more competitive over the last year. In order to stay competitive and maintain the trauma designation, a classification with a unique salary string is required.

To establish the salary range for the new classification, NMC completed a base wage compensation study and found that the job duties, responsibilities and certifications of a Trauma Registrar position were matched to two (2) of the six (6) hospital comparable agencies: Alameda Highland Hospital and Santa Clara Valley Medical Center. After a thorough review and analysis of available data, no comparable matches were identified at Contra Costa Regional Medical Center, San Mateo Medical Center, Salinas Valley Health, Hazel Hawkins Hospital or in the Allied for Health compensation report. In accordance with the compensation philosophy as it applies to hospital specific classifications, internal comparisons were utilized in the absence of sufficient external data comparisons. The base wage compensation survey mean at top monthly step is approximately \$9,075. The County Compensation Philosophy requires a minimum of three (3) benchmark classification matches with our comparable agencies in order to provide sufficient data for analyzing and determining a base wage comparison. As a result, there is sufficient data to help support creating the new classification of Trauma Registrar with a top monthly salary of approximately \$9,075. NMC is seeking consideration from the Board of Supervisors to adopt a Resolution to create the new classification of Trauma Registrar with the respective salary and reallocate three (3) positions, one vacant/one filled Administrative Services Assistant and one vacant Health Information Management Coder II position to three (3) Trauma Registrar positions. Additionally, the addition of one (1) Management Analyst II position is requested to perform the duties required to support the Trauma Services Department.

OTHER AGENCY INVOLVEMENT:

The Monterey County Office of County Counsel has reviewed this recommendation. In addition, the Service Employees International Union (SEIU) Local 521 has been provided notice of these recommendations.

FINANCING:

The salary and benefits increased costs for the current positions (1.0 FTE filled/3.0 FTE vacant) budgeted for the remainder of Fiscal Year 2024-25 is approximately \$149,240 and then \$160,592 annually thereafter. The funding for personnel costs is provided by Natividad Medical Center's enterprise fund comprised of patient services revenues received from commercial insurance, state, and federal government agencies. Funding will be provided from NMC's Enterprise Fund 451-9600-6111.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The proposed recommended actions address the Board of Supervisors Administration Strategic Initiative. The actions demonstrate the County's commitment to meeting the Board's initiatives in recruiting, retaining, and attracting a diverse, talented workforce that supports the mission of Monterey County.

- ☐ Economic Development
- ☒ Administration
- ☐ Health & Human Services
- ☐ Infrastructure
- ☐ Public Safety

Prepared by: Janine Bouyea, Hospital Assistant Administrator, (831) 783-2701

Approved by: Dr. Charles Harris, Hospital Chief Executive Officer, (831) 783-2553

Attachments:

Attachment A

Resolution

*Charles R Harris*

Charles R. Harris, M.D., Chief Executive Officer

*8/02/2024*

Date