

*Before the Board of Supervisors  
County of Monterey, State of California*

**Resolution No.: 24-005**

PPPR Control No. 24-006 )

HRM Control No. 24-006 )

Adopt a Resolution to:

- a) Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A and B to create the classifications of Certified Sterile Processing Technician and Senior Certified Sterile Processing Technician with the salary ranges as indicated below effective January 13, 2024;
- b) Amend the FY 2023-24 Natividad Medical Center Adopted Budget (Fund 451-Dept. 9600-Unit 8333-Appropriation Unit NMC001) to reallocate seven (7) Central Sterile Technician positions to seven (7) Certified Sterile Processing Technician positions and one (1) Senior Central Sterile Technician position to one (1) Senior Certified Sterile Processing Technician position as indicated below effective January 13, 2024;
- c) Direct the Human Resources Department to implement the changes in the Advantage Human Resources Management System.

**WHEREAS**, Natividad Medical Center (NMC) administration staff recently conducted a classification study to determine if there is sufficient market data to help support the creation of a certified Central Sterile Technician classification; and

**WHEREAS**, the study found that there was sufficient market data available to support the creation of a certified series to include the Certified Sterile Processing Technician and Senior Certified Sterile Processing Technician classifications; and

**WHEREAS**, to establish a salary for the new classification series, NMC completed an external base wage compensation analysis and found there were three (3) matches within the County’s six (6) hospital comparable agencies and it is recommended to establish the salary of the Senior Certified Sterile Processing Technician classification using the existing spread between the non-certified journey- and lead-level classifications which is currently 15%; and

**WHEREAS**, NMC recommends the reallocation of the Central Sterile Technician positions to Certified Sterile Processing Technician and the Senior Central Sterile Technician position to Senior Certified Sterile Processing Technician;

**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 Appendices A and B are amended to create the classifications of Certified Sterile Processing Technician and Senior Certified Sterile Processing Technician as indicated below effective January 13, 2024:

<u>Classification Title: Certified Sterile Processing Technician</u>												
<u>Hourly, Bi-Weekly and Monthly Pay Rates</u>												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
\$25.792	\$27.211	\$28.707	\$30.286	\$31.952	\$33.550	\$35.227	50U45	13	T	9043	H	Non-exempt
\$2,063.39	\$2,176.87	\$2,296.60	\$2,422.90	\$2,556.15	\$2,683.96	\$2,818.16						
\$4,471	\$4,717	\$4,976	\$5,250	\$5,538	\$5,815	\$6,106						

\*provided for information purposes only

<u>Classification Title: Senior Certified Sterile Processing Technician</u>												
<u>Hourly, Bi-Weekly and Monthly Pay Rates</u>												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
\$29.658	\$31.289	\$33.009	\$34.825	\$36.740	\$38.577	\$40.506	50U46	13	T	9043	H	Non-exempt
\$2,372.61	\$2,503.09	\$2,640.76	\$2,785.99	\$2,939.21	\$3,086.17	\$3,240.48						
\$5,141	\$5,423	\$5,722	\$6,036	\$6,368	\$6,687	\$7,021						

\*provided for information purposes only

- The FY 2023-24 Natividad Medical Center Adopted Budget (Fund 451-Dept. 9600-Unit 8333-Appropriation Unit NMC001) is amended to reallocate seven (7) Central Sterile Technician positions to seven (7) Certified Sterile Processing Technician positions and one (1) Senior Central Sterile Technician position to one (1) Senior Certified Sterile Processing Technician position as indicated below effective January 13, 2024:

Class Code	Position Title	Position Number	Position Increase/ (Decrease)	Revised Total FTE by Title
50U43	Central Sterile Technician	0001 0002 0004 0005 0006 0007 0008	(5.8)	0
50U45	Certified Sterile Processing Technician	0001 0002 0003 0004 0005 0006 0007	5.8	5.8
50U44	Senior Central Sterile Technician	0001	(1.0)	0
50U46	Senior Certified Sterile Processing Technician	0001	1.0	1.0

3. The Human Resources Department is directed to implement the changes in the Advantage Human Resources Management System.

PASSED AND ADOPTED on this 9<sup>th</sup> day of January 2024, by roll call vote:

AYES: Supervisors Alejo, Church, Lopez, Askew, and Adams

NOES: None

ABSENT: None

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 82 for the meeting January 9, 2024.

Dated: January 16, 2024

File ID: RES 23-242

Agenda Item No.: 33

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



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Vicente Ramirez, Deputy