



Monterey County Board of Supervisors

Board Order

168 West Alisal Street,
1st Floor
Salinas, CA 93901
831.755.5066
www.co.monterey.ca.us

A motion was made by Supervisor Wendy Root Askew, seconded by Supervisor John M. Phillips to:

Adopt Resolution No.: 22-017

- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to create the classification of Legal Secretary I, retitle the Legal Secretary to Legal Secretary II and consolidate the Senior Legal Secretary Classification with the Legal Secretary III with the salary ranges as indicated in attachment A;
- b. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A to adjust the salary ranges of the Supervising Legal Secretary, Legal Assistant, Legal Process Clerk and Legal Typist as indicated in attachment A;
- c. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B, to abolish the Legal Support Coordinator and Senior Legal Process Clerk classifications;
- d. Direct the Human Resources Department to implement the changes in the Advantage HRM system.

PASSED AND ADOPTED on this 11th day of January 2022, by roll call vote:

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

NOES: None

ABSENT: None

(Government Code 54953)

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 11, 2022.

Dated: January 19, 2022
File ID: RES 22-006
Agenda Item No.: 64

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

Julian Lorenzana, Deputy