

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

- Resolution No.: _____)
HRM Control No. 19- _____)
 Adopt a Resolution to: _____)
 a. Amend Natividad (Unit 9600) FY 2019-20 Adopted Budget to approve the _____)
 reallocation of a Medical Unit Clerk position to a Patient Services Representative II _____)
 position and reclassification of the incumbent as indicated below; _____)
 b. Authorize the Auditor-Controller to incorporate the approved changes in the Natividad _____)
 (Unit 9600) FY 2019-20 Adopted Budget; _____)
 c. Direct the County Administrative Office to incorporate the approved position changes _____)
 in the Natividad (Unit 9600) FY 2019-20 Adopted Budget; and _____)
 d. Direct the Human Resources Department to implement the changes in the Advantage _____)
 HRM System.

WHEREAS, at the request of Natividad Administration, a classification study was conducted to ensure the duties performed by clerical staff in the Physical Therapy Department were appropriately classified; and

WHEREAS, the classification study determined the need to reclassify the identified incumbent to meet the organizational needs of Natividad;

NOW, THEREFORE, the Monterey County Board of Supervisors hereby resolved to approve the following:

- a. The Natividad (Unit 9600) FY 2019-20 Adopted Budget is amended to approve the reallocation of a Medical Unit Clerk position to a Patient Services Representative II position and reclassification of the incumbent as indicated below

Natividad 9600 (Sub-unit 8341) – Physical Therapy
 Reallocate Position and Reclassify Incumbents

From/To	Class Code	Position Title	Position Number	Beginning Total FTE	Position FTE Increase/Decrease	Revised Total FTE
From	80K21	Medical Unit Clerk	0017	19.9	(1.0)	18.9
To	80L02	Patient Services Representative II	0064	51.0	1.0	52.0

- b. The Auditor-Controller is authorized to incorporate the approved changes in the Natividad (Unit 9600) FY 2019-20 Adopted Budget;
- c. The County Administrative Office is directed to incorporate the approved position changes in the Natividad (Unit 9600) FY 2019-20 Adopted Budget; and
- d. The Human Resources Department is directed to implement the changes in the Advantage HRM System.

PASSED AND ADOPTED on this _____ day of _____, 2019, 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