



County of Monterey

Item No.

Board Report

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

Legistar File Number: RES 23-620

July 25, 2023

Introduced: 7/14/2023

Current Status: Agenda Ready

Version: 1

Matter Type: General Agenda Item

Adopt Resolution to:

- a. Approve the P-127 Educational Assistance and Career Development Program Policy;
- b. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to delete Section A.48.2 Educational Assistance Program;
- c. Direct the Human Resources Department and the Auditor-Controller's Office to take the necessary actions to implement the policy.

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RECOMMENDATION:

It is recommended that the Board of Supervisors adopt a Resolution to:

- a. Approve the P-127 Educational Assistance and Career Development Program Policy;
- b. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to delete Section A.48.2 Educational Assistance Program;
- c. Direct the Human Resources Department and the Auditor-Controller's Office to take the necessary actions to implement the policy.

SUMMARY/DISCUSSION:

The County of Monterey, like many other public agencies, is experience recruitment and retention challenges in some departments due to the specialized skill sets required to maintain effective operations. In an effort to address these challenges, the Human Resources Department collaborated with the departments of Health, Natividad, Social Services and the Auditor-Controller to develop the P-127 Educational Assistance and Career Development Program Policy (Attachment A) which is intended to replace the existing Personnel Policies and Practices Resolution (PPPR), Section A. 48.2 Educational Assistance Program (Attachment B and C).

The Educational Assistance and Career Development Program Policy supports the Board of Supervisors and Human Resources Department's strategic initiatives to create recruitment strategies to attract, develop and retain staff. This program is intended to incentivize existing County employees to pursue higher education, licensure, certification, or specialized training.

The Program is subject to the Department's ability to absorb the reimbursements within their approved budget without a request for augmentation, employees meeting the eligibility criteria and committing to remaining employed by the County for at least two (2) years following completion of each course.

Department Head's will administer their program at their discretion based on their operational needs.

The program reinforces the County's commitment to Growing Our Own and supports department's ability to fill specialized skill positions to maintain effective operations and services. For these reasons, the Human Resources Department recommends that the Board of Supervisors approve the P-127

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Educational Assistance and Career Development Program Policy and amendments to the PPPR.

OTHER AGENCY INVOLVEMENT:

The Offices of the County Counsel, the Auditor-Controller's Office, and departments of Health, Natividad and Social Services have been involved in the development of this policy.

FINANCING:

The cost associated with the Educational Assistance and Career Development Program is dependent on program participation and would be absorbed by the corresponding department's existing budget. Augmentation requests by Departments specifically for purposes of funding this program will not be approved.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The recommended action addresses the Board of Supervisors' Administration Strategic Initiative and demonstrates the County's commitment to meeting the Board's initiatives by attracting, recruiting, and retaining a diverse, talented work force that supports the mission of Monterey County.

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

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Irma Ramirez-Bough
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Attachments:

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Attachment A - Educational Assistance and Career Development Program Policy P-127

Attachment B - PPPR Redline

Attachment C - PPPR Clean Version

Attachment D - Resolution