



County of Monterey

Item No.

Board Report

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

Legistar File Number: RES 24-142

August 13, 2024

Introduced: 7/30/2024

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 Hospital Senior Medical Interpreter 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 8350-Appropriation Unit NMC001) to reallocate two (2) Hospital Medical Interpreter positions to two (2) Hospital Senior Medical Interpreter positions as indicated in Attachment A effective August 24, 2024;
- 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:

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- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A and B to create the classification of Hospital Senior Medical Interpreter 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 8350-Appropriation Unit NMC001) to reallocate two (2) Hospital Medical Interpreter positions to two (2) Hospital Senior Medical Interpreter positions as indicated in Attachment A effective August 24, 2024;
- 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 Hospital Medical Interpreter classification series that is responsible a variety of interpreting, translating, and escorting activities at NMC. Subsequently, a classification study was requested to determine if there was enough market data available to support the creation of a lead-level classification with a unique salary range aligned with available market data.

The classification study found that sufficient market data was available to support the creation of a lead level classification. To establish the salary for the new classification, NMC completed a base wage

compensation study and found that the job duties and responsibilities of the Hospital Senior Medical Interpreter position was matched to two (2) of the six (6) hospital comparable agencies: Alameda Highland Hospital and San Mateo Medical Center. After a thorough review and analysis of available data, no comparable matches were identified at Contra Costa Regional Medical Center, Salinas Valley Health, Santa Clara Valley Medical Center and Hazel Hawkins Hospital. In accordance with the Compensation Philosophy, internal comparisons were reviewed to set base wages in the absence of sufficient external data at the top monthly step of approximately \$7,602.

NMC is seeking consideration from the Board of Supervisors to adopt a Resolution to create the new classification of Hospital Senior Medical Interpreter with the respective salary and reallocate two (2) vacant Hospital Medical Interpreter positions to two (2) Hospital Senior Medical Interpreter positions.

OTHER AGENCY INVOLVEMENT:

The Monterey County Human Resources Department, and Monterey County Office of County Counsel have 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 (2.0 FTE vacant) budgeted for the remainder of Fiscal Year 2024-25 is approximately \$22,881 and then \$23,796 annually thereafter. The funding for personnel costs is provided by NMC'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


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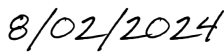
Approved by: Dr. Charles Harris, Hospital Chief Executive Officer, (831) 783-2553

Attachments:

Attachment A

Resolution


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


Date