

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

Resolution No.: _____ PPPR Control No. _____)
 _____ HRM Control No. _____)

- Adopted a Resolution to: _____)
- a. Approve the creation of the Child Support Assistant I (25C17) classification and approve the title change of the existing Child Support Assistant (25C18) to Child Support Assistant II (25C18) as indicated in this Resolution; _____)
 - b. Amend Personnel Policies and Practices Resolution No 98-394 to create the new position of Child Support Assistant I (25C17) with the salary range as indicated in this Resolution; _____)
 - c. Amend Personnel Policies and Practices Resolution No 98-394 to retitle the existing classification of Child Support Assistant (25C18) to Child Support Assistant II (25C18) with the salary range as indicated in this Resolution; _____)
 - d. Amend the Department of Child Support Services Budget 2250 to reallocate the existing eleven (11) Child Support Assistants (25C18) to Child Support Assistant II's (25C18); and _____)
 - e. Authorize the County Administrative Office and the Auditor-Controller to take the necessary action to program the Advantage system to implement these actions including the transfer of positions and units. _____)

WHEREAS, the Child Support Services Department is a Federal Merit System Department governed by the State Personnel Department;

WHEREAS, Merit System Services is responsible for administering the classification structure for the Child Support Services Department;

NOW, THEREFORE, the Monterey County Board of Supervisors, effective August 30, 2013, hereby resolved to approve the following:

- a. Approved the creation of the Child Support Assistant I (25C17) classification and approved the title change of the existing Child Support Assistant (25C18) to Child Support Assistant II (25C18)
- b. Amended Personnel Policies and Practices Resolution No 98-394 to create the new position of Child Support Assistant I (25C17) with the salary range as indicated in TABLE # 1;

TABLE # 1

Classification Title:							Child Support Assistant I						
Hourly, Bi-Weekly and Monthly Pay Rates							Class	EEO	B	FLSA	MoCo		
STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	Code	W/G	Cat.	W/C	U	CODE	O/T
\$11.464	12.094	12.761	13.462	14.202	14.913	15.657							
\$917.12	967.52	1020.80	1076.96	1136.16	1193.04	1252.06	25C17	17	OC	8810	J	C	Y
\$1,987.00	2096.00	2212.00	2333.00	2462.00	2585.00	2714.00							

- c. Amended Personnel Policies and Practices Resolution No 98-394 to retitle the existing classification of Child Support Assistant (25C18) to Child Support Assistant II (25C18) with the salary range as indicated in TABLE # 2;

TABLE # 2													
Classification Title:							Child Support Assistant II						
Hourly, Bi-Weekly and Monthly Pay Rates													
							Class		EEO		B	FLSA	MoCo
STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	Code	W/G	Cat.	W/C	U	CODE	O/T
\$14.205	14.985	15.810	16.861	17.596	18.476	19.399							
\$1,136.40	1198.80	1264.80	1334.48	1407.68	1478.08	1551.92	25C18	17	OC	8810	J	C	Y
\$2,462.00	2597.00	2740.00	2891.00	3050.00	3203.00	3362.00							

- d. Amended the Child Support Services Department Budget 2250 to reallocate eleven (11) Child Support Assistants (25C18) to eleven (11) Child Support Assistant II's as indicated in TABLE # 3

TABLE # 3					
Title	Position Title	Position #	Position	Revised Total FTE	Action
Code:			Decrease/Increase	by Classification	
To:					
25C17	Child Support Assistant I	25C18	0	0	Establish Classification Only
From:					
25C18	Child Support Assistant	25C180001 Thru 25C180011	(11)	0	Eliminate Entire Classification
To:					
25C18	Child Support Assistant II	25C180001 Thru 25C180011	11	11	Retitle Only

- e. Authorized the County Administrative Office and the Auditor-Controller to take the necessary action to program the Advantage system to implement these actions including the transfer of positions and units as effective August 30, 2013.

PASSED AND ADOPTED on this ____ day of _____, 2013, by the following vote, to-wit:

AYES:
NOES:
ABSENT:

I, Gail T. Borkowski, 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: Gail T. Borkowski, Clerk of the Board of Supervisors
County of Monterey, State of California

By _____, Deputy