

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

Resolution No.: _____ PPPR Control No. 22-035)
_____ HRM Control No. 22-030)
Adopts a Resolution to: _____)
a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A to _____)
adjust the base wage salary range of the Medical Assistant classification as indicated _____)
below; _____)
b. Direct the Human Resources Department to implement the changes in the Advantage _____)
HRM system. _____)

WHEREAS, the Health Department requested a base wage compensation study of the Medical Assistant classification citing recruitment and retention difficulties; and

WHEREAS, the Human Resources Department conducted a base wage compensation study of the Medical Assistant classification which determined that it is approximately 8.14% below the mean of the County's comparable agencies and is recommended to be adjusted by the approximate percentage identified at top step; and

WHEREAS, to implement the recommendation, the action requires the Personnel Policies and Practices Resolution No. 98-394 Appendix A to be amended; NOW, THEREFORE,

BE IT RESOLVED by the Board of Supervisors in and for the County of Monterey as follows:

1. Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A is amended to adjust the salary range of the Medical Assistant classification as indicated below:

Classification Title: Medical Assistant							Class Code	WG *	EEO Cat*	W/C *	BU	FLSA Code*
<u>Hourly, Bi-Weekly and Monthly Pay Rates</u>												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$23.631	\$24.931	\$26.302	\$27.748	\$29.274	\$30.738	\$32.275	50U42	17	SM	8830	H	N
\$1,890.48	\$1,994.45	\$2,104.14	\$2,219.86	\$2,341.95	\$2,459.05	\$2,582.00						
\$4,096	\$4,321	\$4,559	\$4,810	\$5,074	\$5,328	\$5,594						

*Provided for information purposes only.

2. The Human Resources Department is directed to implement the changes in the Advantage HRM system.

PASSED AND ADOPTED on this _____ day of _____, 2022, 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