



## Monterey County Board of Supervisors

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### Board Order

A motion was made by Supervisor Luis A. Alejo, seconded by Supervisor John M. Phillips to approve Consent Calendar Item Numbers 23 through 41. :

**Adopted Resolution No. 20 – 240 to:**

- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to create the classification of Assistant Director of Resource Management Agency and abolish the classification of Deputy Director of Administrative Services as indicated in Attachment A effective July 4, 2020; and
- b. Amend the Resource Management Agency's Budget 3000-RMA013 Unit 8222 to reallocate and to approve the reclassification of one (1) Deputy Director of Administrative Services to one (1) Assistant Director of Resource Management Agency as indicated in Attachment A effective July 4, 2020; and
- c. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Section A.10.2 - Assistant Department Heads Designated to add the classification of Assistant Director of Resource Management Agency and remove the classifications of Deputy Director of Administrative Services, Deputy Director of Land Use & Community Development and Deputy Director of Public Works and Facilities from the designated Assistant Department Head list; and
- d. Direct the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2020-21 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.

PASSED AND ADOPTED on this 7<sup>th</sup> day of July 2020, by the following vote, to wit:

AYES: Supervisors Alejo, Phillips, Lopez, Parker and Adams

NOES: None

ABSENT: None

(Government Code 54953)

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 82 for the meeting July 7, 2020.

Dated: July 7, 2020  
File ID: RES 20-112  
Agenda Item No.: 36

Valerie Ralph, Clerk of the Board of Supervisors  
County of Monterey, State of California

*Joel Pablo*

Joel G. Pablo, Deputy

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

**Resolution No.: 20 - 240**

PPPR Control No. 20-009 )  
HRM Control No. 20-006 )

- Adopts a Resolution to: )
- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to create the classification of Assistant Director of Resource Management Agency and abolish the classification of Deputy Director of Administrative Services as indicated in Attachment A effective July 4, 2020; and )
  - b. Amend the Resource Management Agency's Budget 3000-RMA013 Unit 8222 to reallocate and to approve the reclassification of one (1) Deputy Director of Administrative Services to one (1) Assistant Director of Resource Management Agency as indicated in Attachment A effective July 4, 2020; and )
  - c. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Section A.10.2 - Assistant Department Heads Designated to add the classification of Assistant Director of Resource Management Agency and remove the classifications of Deputy Director of Administrative Services, Deputy Director of Land Use & Community Development and Deputy Director of Public Works and Facilities from the designated Assistant Department Head list as indicated in Attachment A; and )
  - d. Direct the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2020-21 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system..... )

WHEREAS, the Human Resources Department retained Cooperative Personnel Services HR Consulting (CPS HR) to conduct a classification and compensation study of the Deputy Director of Administrative Services in the Resource Management Agency (RMA); and

WHEREAS, the study found the incumbent’s agency-wide responsibility, authority and span of control has increased and now exceeds the classification of Deputy Director of Administrative Services and recommends the creation of an Assistant Director of Resource Management Agency and to abolish the Deputy Director of Administrative Services; and

WHEREAS, the Human Resources Department conducted an internal alignment compensation study and found the new classification most closely matches the Deputy General Manager-Water Resources Agency in terms of scope and complexity; and

WHEREAS, the proposed classification of Assistant Director of Resource Management Agency is functioning as the assistant director of the Resource Management Agency and is recommended to be designated as such; and

WHEREAS, to implement the study recommendations, the actions require the Personnel Policies and Practices Resolution No. 98-394 Appendix A and B and Section A.10.2 Assistant Department Heads Designated to be amended;

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

- Appendix A and B of the Personnel Policies and Practices Resolution (PPPR) No. 98-394 is amended to create the classification of Assistant Director of Resource Management Agency and to abolish the classification of Deputy Director of Administrative Services as indicated below effective July 4, 2020:

**Create Classification**

<u>Classification Title:</u> Assistant Director of Resource Management Agency							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						
71.927	75.884	80.058	84.461	89.104	93.562	98.239	12C23	1	OA	8810	Y	E
5,754.16	6,070.72	6,404.64	6,756.88	7,128.32	7,484.96	7,859.12						
12,467	13,153	13,877	14,640	15,445	16,217	17,028						

\*provided for information purposes only

**Abolish Classification**

Title	Class Code
Deputy Director of Administrative Services	11A32

- The Resource Management Agency Budget 3000-RMA013 Unit 8222 is amended to reallocate the Deputy Director of Administrative Services position and the incumbent is approved to be reclassified to Assistant Director of Resource Management Agency effective July 4, 2020 as indicated below:

**Reallocate Position and Reclassify Incumbent**

**Resource Management Agency Budget 3000-RMA013 Unit 8222**

	Class Code	Position Title	Position Number	Position Increase/Decrease	Revised Total FTE
From	11A32	Deputy Director of Administrative Services	0001	(1.0)	0.0
To	12C23	Assistant Director of Resource Management Agency	0001	1.0	1.0

- Section A.10.2 - Assistant Department Heads Designated of the Personnel Policies and Practices Resolution (PPPR) No. 98-394 is amended to add the classification of Assistant Director of Resource Management Agency and remove the classifications of Deputy Director of Administrative Services, Deputy Director of Land Use & Community Development and Deputy Director of Public Works and Facilities from the designated Assistant Department Head list as indicated below:

**A.10.2 Assistant Department Heads Designated**

The following management classes are hereby designated as assistant department heads:

- 12C01 Assistant Agricultural Commissioner
- 12A15 Assistant Assessor-Valuation
- 12A02 Assistant Auditor-Controller
- 12C35 Assistant Chief Probation Officer
- 12E03 Assistant County Administrative Officer

12A05 Assistant County Clerk - Recorder  
12C38 Assistant County Counsel  
12C37 Assistant Director of Human Resources  
16C92 Assistant Director of Information Technology  
12C13 Assistant Director of Social Services  
12C04 Assistant Library Director  
12C11 Assistant Public Defender  
12C14 Assistant Registrar of Voters  
12C23 Assistant Director of Resource Management Agency  
12A24 Assistant Treasurer-Tax Collector  
12E01 Chief Assistant County Administrative Officer  
12C39 Chief Assistant County Counsel  
12A03 Chief Assistant District Attorney  
12A10 Chief Deputy Sheriff  
12C36 Deputy General Manager - Water Resources Agency  
14K24 Director of Environmental Health  
12C42 Emergency Communications Operations Manager  
12C29 Hospital Assistant Administrator  
14C60 Hospital Chief Financial Officer  
14K43 Hospital Chief Information Officer  
54B70 Hospital Chief Medical Officer  
12C28 Hospital Chief Nursing Officer  
12A13 Undersheriff  
14K27 Zoning Administrator

4. The County Administrative Office and the Auditor-Controller are directed to incorporate the approved position changes in the FY 2020-21 Adopted Budget and the Human Resources Department is directed to implement the changes in the Advantage HRM system.

PASSED AND ADOPTED on this 7<sup>th</sup> day of July 2020, by the following vote, to wit:

AYES: Supervisors Alejo, Phillips, Lopez, Parker and Adams

NOES: None

ABSENT: None

(Government Code 54953)

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 82 for the meeting July 7, 2020.

Dated: July 7, 2020  
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Valerie Ralph, Clerk of the Board of Supervisors  
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Joel G. Pablo, Deputy