

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

Resolution No.: PPPR Control No. 24-023)
HRM Control No. 24-023)

Adopt a Resolution to:

- a) Amend Personnel Policies and Practices Resolution No. 98-394 Appendices A and B to create the classification of Trauma Registrar with the salary range as indicated below effective August 24, 2024;)
- b) Amend the FY 2024-25 Natividad Medical Center Adopted Budget (Fund 451-Dept. 9600-Unit 8340-Appropriation Unit NMC001) to add one (1) Management Analyst II position and reallocate two (2) Administrative Services Assistant positions and one (1) Health Information Management Coder II position to three (3) Trauma Registrar positions as indicated below effective August 24, 2024; and)
- c) Direct the Human Resources Department to implement the changes in the Advantage Human Resources Management (HRM) System.)

WHEREAS, Natividad Medical Center (NMC) administration staff recently conducted a classification and base wage study to determine if there is sufficient market data to support the creation of a trauma registry position with a market aligned salary to ensure ongoing compliance with the American College of Surgeons requirements to maintain NMC's trauma designation; and

WHEREAS, the study found that there was sufficient market data available to support the creation of a Trauma Registrar classification; and

WHEREAS, to establish a salary for this new classification, NMC completed an external base wage compensation analysis and found there were two (2) of the six (6) hospital comparable agencies and a review of internal classifications was performed to ensure internal alignment; and

WHEREAS, NMC also recommends the addition of a Management Analyst II position and the reallocation of two (2) Administrative Services Assistant positions and one (1) Health Information Management Coder II position to three (3) Trauma Registrar positions; and

WHEREAS, to implement the recommendations, these actions require that both the Personnel Policies and Practices Resolution No. 98- 394 Appendices A and B and the FY 2024-25 NMC Adopted Budget be amended;

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

1. The Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A and B are amended to create the classification of Trauma Registrar with the salary range as indicated below effective August 24, 2024:

<u>Classification Title:</u> Trauma Registrar							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						
\$38.335	\$40.443	\$42.668	\$45.014	\$47.490	\$49.864	\$52.358	50T07	14	T	9043	J	Non- exempt
\$3,066.81	\$3,235.48	\$3,413.42	\$3,601.15	\$3,799.20	\$3,989.16	\$4,188.62						
\$6,645	\$7,010	\$7,396	\$7,802	\$8,232	\$8,643	\$9,075						

*provided for information purposes only

2. The FY 2024-25 Natividad Medical Center's Adopted Budget (Fund 451-Dept. 9600-Unit 8340-Appropriation Unit NMC001) is amended to add one (1) Management Analyst II position and reallocate two (2) Administrative Services Assistant positions and one (1) Health Information Management Coder II position to three (3) Trauma Registrar positions as indicated below effective August 24, 2024:

Class Code	Position Title	Position Number	Position Increase/ (Decrease)	Revised Total FTE by Title
14C30	Management Analyst II	0015	1.0	13.0
14C70	Administrative Services Assistant	0001 0002	(2.0)	0
50T03	Health Information Management Coder II	0010	(1.0)	1.0
50T07	Trauma Registrar	0001 0002 0003	3.0	3.0

3. The Human Resources Department is directed to implement the changes in the Advantage Human Resources Management (HRM) System.

PASSED AND ADOPTED on this ____ day of _____, 2024, 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