



Monterey County

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1st Floor
Salinas, CA 93901
831.755.5066

Board Order

Upon motion of Supervisor Potter seconded by Supervisor Armenta and carried by those members present, the Board of Supervisors hereby:

Adopted **Resolution 15-236** to:

- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 to create the classifications of Agricultural Assistant I, Agricultural Assistant II, and Lab Research Associate with salary ranges as indicated in the attached Resolution;
- b. Consolidate the classifications of Agricultural Aide, Agricultural Inspector Aide, Produce Inspector III, and Farm Advisor Assistant I/II into the newly created Agricultural Assistant I/II;
- c. Amend the Agricultural Commissioner's Office Budget 2810 Unit 8001-Agriculture; Budget Unit 8002-Produce; and UC Cooperative Extension Budget 6210, Unit 8022-Reimbursed Projects to approve reallocations and reclassifications as indicated by position numbers in the attached Resolution;
- d. Add the Agricultural Assistant I and II to the Human Resources Designated Flexible Staffing Class Series List;
- e. Direct the County Administrative Office to incorporate the approved position changes in the FY 2015-16 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system; and
- f. Abolish the classes of Agricultural Aide, Senior Agricultural Aide, Agricultural Inspector Aide, Farm Advisor Assistant I/II/III, and Produce Inspector III.

PASSED AND ADOPTED on this 25th day of August 2015, by the following vote, to wit:

AYES: Supervisors Armenta, Phillips, Salinas, Parker and Potter

NOES: None

ABSENT: None

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 78 for the meeting on August 25, 2015.

Dated: August 26, 2015
File ID: RES 15-087

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

By Denise Hancock
Deputy

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

PPPR Control No. 15-013
HRM Control No. 15-013

Resolution No. 15-236

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b. Consolidate the classifications of Agricultural Aide, Agricultural Inspector Aide, Produce Inspector III, and Farm Advisor Assistant I/II into the newly created Agricultural Assistant I/II;
c. Amend the Agricultural Commissioner's Office Budget 2810 Unit 8001-Agriculture; Budget Unit 8002-Produce; and UC Cooperative Extension Budget 6210, Unit 8022-Reimbursed Projects to approve reallocations and reclassifications as indicated by position numbers in the Resolution;
d. Add the Agricultural Assistant I and II to the Human Resources Designated Flexible Staffing Class Series List;
e. Direct the County Administrative Office to incorporate the approved position changes in the FY 2015-16 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system; and
f. Abolish the classes of Agricultural Aide, Senior Agricultural Aide, Agricultural Inspector Aide, Farm Advisor Assistant I/II/III, and Produce Inspector III.....)

WHEREAS, the County of Monterey contracted with Cooperative Personnel Services to conduct a consolidation classification study of the Agricultural Aide, Agricultural Inspector Aide, Produce Inspector I/II/III, and Farm Advisor Assistant I/II/III; and

WHEREAS, the study determined the creation, consolidation, reallocations, reclassifications, and abolishing classifications, as indicated, to more accurately reflect the nature and scope of the work performed by the incumbent positions and to meet the organizational needs of the Agricultural Commissioner's Office and UC Cooperative Extension; and

WHEREAS, the actions require the Personnel Policies and Practices Resolution (PPPR) No. 98-394 to be amended; and

NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Supervisors, effective September 5, 2015, does hereby resolve to approve the following:

- a. Amended the Personnel Policies and Practices Resolution (PPPR) No. 98-394 to create the classifications of Agricultural Assistant I, Agricultural Assistant II, and Laboratory Research Associate with the salary ranges as indicated below;

Classification Title: Agricultural Assistant I							Class Code	WG *	EEO Cat*	W/C*	B U	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						
14.322	15.119	15.95	16.827	17.753	18.641	19.573	30N40	14	PP	9410	J	C
1,146.56	1,209.52	1,276	1,346.16	1,420.24	1,491.28	1,565.84						
2,484	2,621	2,765	2,917	3,077	3,231	3,393						

*provided for information purposes only

Classification Title: Agricultural Assistant II							Class Code	WG *	EEO Cat*	W/C*	B U	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						
16.315	17.215	18.16	19.161	20.215	21.225	22.285	30N05	14	PP	9410	J	C
1,305.2	1,377.2	1,452.8	1,532.88	1,617.2	1,698	1,782.8						
2,828	2,984	3,148	3,321	3,504	3,679	3,863						

*provided for information purposes only

Classification Title: Laboratory Research Associate							Class Code	WG *	EEO Cat*	W/C*	B U	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						
20.434	21.558	22.744	23.995	25.314	26.580	27.909	30N02	14	PP	9410	J	C
1,634.76	1,724.67	1,819.52	1,919.59	2,025.16	2,126.42	2,232.74						
3,542	3,737	3,942	4,159	4,388	4,607	4,838						

*provided for information purposes only

- b. Consolidated the classifications of Agricultural Aide, Agricultural Inspector Aide, Produce Inspector III, and Farm Advisor Assistant I/II into the newly created Agricultural Assistant I/II;
- c. Amended the Agricultural Commissioner's Office Budget 2810, Unit 8001-Agriculture; Unit 8002-Produce; and UC Cooperative Extension Budget 6210, Unit 8022-Reimbursed Projects to approve reallocations and reclassifications as indicated by position numbers below;

Agricultural Commissioner's Office Budget Unit 2810-AGR001-8001

From/To		Position Title	Position Number	Position Increase/Decrease	Revised Total FTE
From	43S21	Agricultural Aide	0001 0002 0003 0004 0005 0006 0007 0008	(8.0)	0.0
To	30N05	Agricultural Assistant II	0001 0002 0003 0004 0005 0006 0007 0008	8.0	8.0
From	43T23	Farm Advisor Assistant III	0001	(1.0)	0.0
To	30N05	Agricultural Assistant II	0009	1.0	1.0

Agricultural Commissioner's Office Budget Unit 2810-AGR001-8002

From/To		Position Title	Position Number	Position Increase/Decrease	Revised Total FTE
From	30M21	Produce Inspector I	0007 0009 0010 0011	(4.0)	1.00
To	30N05	Agricultural Assistant II	0010 0011 0012 0013	4.0	4.0
From	30M22	Produce Inspector II	0003 0005 0006	(3.0)	3.0
To	30N05	Agricultural Assistant II	0014 0015 0016	3.0	3.0
From	30M25	Produce Inspector III	0001 0002 0003	(3.0)	0.0
To	30N05	Agricultural Assistant II	0017 0018	3.0	3.0

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UC Cooperative Extension Budget Unit 6210-EXT001-8022

From/To		Position Title	Position Number	Position Increase/Decrease	Revised Total FTE
From	43T23	Farm Advisor Assistant III	0001	(1.0)	0.0
To	30N02	Laboratory Research Associate	0001	1.0	1.0

- d. Added the Agricultural Assistant I and II to the Human Resources Designated Flexible Staffing Class Series List;
- e. Directed the County Administrative Office to incorporate the approved position changes in the FY 2015-16 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system; and
- f. Abolished the classes of Agricultural Aide, Senior Agricultural Aide, Agricultural Inspector Aide, Farm Advisor Assistant I/II/III, and Produce Inspector III.

PASSED AND ADOPTED upon motion of Supervisor Potter, seconded by Supervisor Armenta carried this 25th day of August 2015, by the following vote, to wit:

AYES: Supervisors Armenta, Phillips, Salinas, Parker and Potter

NOES: None

ABSENT: None

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 78 for the meeting on August 25, 2015/

Dated: August 27, 2015
File Number: RES 15-087

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

By Denise Hancock
Deputy