



Monterey County

Budget Committee

Meeting Minutes - Final

168 W. Alisal St., 2nd Floor
Monterey Room
Salinas, CA 93901
831.755.5115

Thursday, December 16, 2021

10:30 AM

Monterey Room

Special Meeting

Attendees: Supervisor Luis A. Alejo, Chair; and Supervisor Wendy R. Askew, Vice Chair.
Committee Staff: Charles McKee, County Administrative Officer; Dewayne Woods, Assistant County Administrative Officer; Ezequiel Vega, County Budget Director; Les Girard, County Counsel; Maria Trujillo, Committee Secretary; and
Elected Officials: Rupa Shah, Auditor-Controller; Mary Zeeb, Treasurer-Tax Collector; and Steve Vagnini, Assessor-Clerk-Recorder.

Call to Order

The meeting was call to order at 10:32 a.m.

Additions and Corrections

There were no additions or corrections to the agenda.

Public Comment Period

There was no public comment received.

Approval of Action Minutes

1. Approve the Budget Committee Action Minutes of November 18, 2021.

[MIN 21-096](#)

The Budget Committee Action Minutes of November 18, 2021 were approved by consensus.

Consent Agenda

Consent Items Nos. 2 through 7

ACTION: Consent items 2 through 7 were approved by consensus.

2. Receive the List of Standing and Follow-up Report due to the Budget Committee.
3. Receive the California Department of Finance Bulletin for November 2021.
4. Support the Housing and Community Development Department's recommendation to the Board of Supervisors to adopt a resolution to authorize and direct the Auditor-Controller to increase fiscal year 2021-22 appropriations and revenue in Public Works, Facilities and Parks (PWFPP), Fund 404, Appropriation Unit PFP057, Unit 8564 for the Carmel River Floodplain Restoration and Environmental Enhancement Project (CRFREE), in the amount of \$937,637 with currently held grant funds from the Department of Water Resources, the National Fish and Wildlife

[BC 21-150](#)

[BC 21-151](#)

[BC 21-146](#)

Foundation, and the Wildlife Conservation Board.

5. Support a request to authorize the spending of the unexpended allocation of FY 2020-21 American Rescue Plan Act (ARPA) funds allocated to the Monterey County Workforce Development Board in the amount of \$154,658.35 in FY 2021-22 for the Monterey County Small Business Relief Program [BC 21-156](#)
6. a. Support amending the County Counsel Budget Unit 8057 - Fund 001 - Appropriation Unit COU001 to reallocate one (1) Chief Deputy County Counsel to one (1) Assistant County Counsel as indicated in Attachment A; [BC 21-158](#)
b. Support directing the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2021-22 Adopted Budget.
7. a. Support amending the Civil Rights Office Budget Unit 8505 - Fund 001 - Appropriation Unit CRO001 to reallocate one (1) Associate Equal Opportunity Analyst to one (1) Senior Equal Opportunity Analyst as indicated in Attachment A; [BC 21-159](#)
b. Support directing the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2021-22 Adopted Budget.

Regular Agenda

8. a. Support amending the Housing and Community Development Department FY 2021-22 Budget Appropriation Unit HCD002, Unit 8543 to add one (1) FTE Water Resources Technician; and [BC 21-152](#)
b. Support authorizing the Auditor-Controller and County Administrative Office to incorporate the position changes in the FY 2021-22 Housing and Community Development Department Adopted Budget Appropriation Unit HCD002, Unit 8543. Action will require a 4/5ths vote.

ACTION: The Committee received a report to support the Housing and Community Development Department to amend one (1) FTE Water Resources Technician position. Item No. 8 .a. though No. 8 .b. were approved by consensus.

9. a. Support adoption of a resolution to amend the Department of Social Services Budget Unit 001-5010-SOC005-8262 to add 21 Medi-Cal positions: fourteen (14) Eligibility Specialist II, four (4) Eligibility Specialist III, two (2) Eligibility Supervisors, and one (1) Management Analyst III; and [BC 21-153](#)
b. Support authorizing and directing the County Administrative Office and the Auditor-Controller's Office to incorporate the changes in the FY 2021-22 Adopted Budget Unit 001-5010-SOC005-8262 to reflect the change in position counts; and
c. Support approval for an increase in appropriations and estimated revenues of \$1,038,118 for the Social Services Budget Unit 001-5010-SOC005-8262 FY 2021-22 Adopted Budget which will require a 4/5ths vote; and
d. Support authorizing and directing the Auditor-Controller to amend the FY 2021-22 Adopted Budget by increasing appropriations and estimated revenues by

\$1,038,118 in the Social Services Budget Unit 001-5010-SOC005-8262 which will require a 4/5ths vote.

ACTION: The Committee received a report from The Department of Social Services to amend and add 21 Medi-Cal positions: fourteen (14) positions Eligibility Specialist II, four (4) Eligibility Specialist III, two(2) Eligibility Supervisors, and one (1) Management Analyst III. The Committee approved item No. 9 .a. though No. 9 .d. by consensus.

10. a. Support adoption of a resolution to increase appropriations and estimated revenues of \$1,796,632 for the Social Services Community Programs Budget Unit 001-5010-SOC004-8258 FY 2021-22 Adopted Budget to partner with City of Salinas to provide non-congregate shelter, wraparound services, and rapid re-housing to homeless individuals, which will require a 4/5ths vote; and
- b. Support authorizing and directing the Auditor-Controller to amend the FY 2021-22 Adopted Budget by increasing appropriations and estimated revenues by \$1,796,632 in the Social Services Community Programs Budget Unit 001-5010-SOC004-8258 which will require a 4/5ths vote.

[BC 21-155](#)

ACTION: The Committee received a report from Social Services to Increase appropriations and estimated revenues of 1,796,632 for the Social Services Community Programs Budget Unit. Adopt Budget to partner with the City of Salinas to provide non-congregate shelter, wraparound services, and rapid re-housing to homeless individuals. Item No. 10 .a. through 10 .b. were approved by consensus.

11. a. Support approval for an increase in appropriations and estimated revenues of \$70,000 for the FY2021-22 Sheriff-Coroner's Adopted Budget, Fund 001, Appropriation Unit SHE003, financed by a grant from California Department of Health Care Services via Health Management Associates; and
- b. Support authorizing the Auditor-Controller to amend the FY 2021-22 Sheriff-Coroner's Adopted Budget by increasing appropriations and estimated revenue by \$70,000, Fund 001, Appropriation Unit SHE003; and
- c. Support authorizing the Auditor-Controller to amend the FY 2021-22 Sheriff-Coroner's Adopted Budget by moving a vacant Sheriff-Deputy position from Patrol, Fund 001, Appropriation Unit SHE001 to Jail's Budget, Fund 001, Appropriation Unit SHE003; and
- d. Support Approving and Authorize the Monterey County Sheriff or his designee to sign a Memorandum of Understanding, February 1, 2022 thru August 31, 2022, and all related documentation on behalf of the County for the Medication Assisted Treatment Expansion Project 2.0 with the Health Management Associates, Inc., to receive grant funds in the amount of \$70,000.

[BC 21-160](#)

ACTION: The Committee received a report to support the increase in appropriations estimated revenues of \$70,000 for the FY 2021-22 Sheriff-Corner's Adopted Budget financed by a grant from California

Department of Health Care Services via Health Management Associates. Move a vacant Sheriff-Deputy Position from Patrol, to the Jails Budget. Item 11 .a. through 11 .d. were approved by consensus.

12. a. Support amending Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A to adjust the base wage salary ranges of the Cook, Senior Cook and Head Cook classifications as indicated in Attachment A; [BC 21-157](#)
- b. Support amending the Probation - Youth Center Budget Unit 2550-8164 - Fund 001 - Appropriation Unit PRO001 to reallocate 3.5 FTE Senior Cook positions and approve the reclassification of four (4) Senior Cook incumbents to four (4) Cooks as indicated in Attachment A;
- c. Support directing the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2021-22 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.

ACTION: The Committee received a report to support the Personnel Policies and Practices to adjust the base wage salary ranges of the Cook, Senior Cook, and Head Cook. Item 12 .a. through 12 .c. were approved by consensus.

13. a. Support amending Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to create the classification of Legal Secretary I, retitle the Legal Secretary to Legal Secretary II and consolidate the Senior Legal Secretary Classification with the Legal Secretary III with the salary ranges as indicated in attachment A; [BC 21-161](#)
- b. Support amending Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A to adjust the salary ranges of the Supervising Legal Secretary, Legal Assistant, Legal Process Clerk and Legal Typist as indicated in attachment A;
- c. Support amending Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B, to abolish the Legal Support Coordinator and Senior Legal Process Clerk classifications;
- d. Support directing the Human Resources Department to implement the changes in the Advantage HRM system.

ACTION: The Committee received a report to support Personnel Policies and Practices Resolution. Create the Classification of Legal Secretary I, re-title the Legal Secretary to Legal Secretary II, and consolidate the Senior Legal Secretary Classification with the legal Secretary III. Items 13 .a. through 13 .d. were approved by consensus.

14. a. Support amending Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to retitle the classifications of Director of Information Technology to Chief Information Officer, Chief Security and Privacy Officer to Chief Security Officer, Systems Programmer Analyst I-III to Information Technology Systems Analyst I-III, Network Systems Engineer I-III to Network Services [BC 21-163](#)

- Engineer I-III, Security Analyst I-III to Information Technology Security Engineer I-III, Software Programmer Analyst I-III to Software Engineer I-III, and IT Project Management Analyst I-III to Information Technology Project Manager I-III with the salary ranges as indicated in Attachment A and change the designated bargaining unit of the Information Technology Project Manager III from Unit J to Unit X;
- b. Support amending the Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to create the classifications of Deputy Chief Information Officer, Information Technology Architect, Vehicle Installation Specialist, and Radio Communications Engineer with the salary ranges as indicated in Attachment A;
- c. Support amending Personnel Policies and Practices Resolution (PPPR) No. 98-394 Section A.10.1 - Department Heads Designated to retitle the Director of Information Technology to Chief Information Officer and A.10.2 - Assistant Department Heads Designated to add the classification of Deputy Chief Information Officer and remove the classification of Assistant Director of Information Technology as indicated in Attachment A;
- d. Support amending Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to consolidate and retitle the Information Technology Business Manager to Information Technology Manager with the salary range as indicated in Attachment A;
- e. Support amending Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to consolidate and retitle the series of Communications Technician I-III, Information Technology Support Technician I-III, Telecommunications Specialist I-IV, and Telecommunications Technician I-III to Information Technology Support Specialist with the salary range as indicated in Attachment A;
- f. Support amending Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to abolish the Assistant Director of Information Technology, Division Manager, and Database Administrator I-III classifications;
- g. Support amending the Information Technology Budget Unit 1930-8433-Fund 001-Appropriation Unit INF002 to reallocate and to approve the reclassification of one (1) Division Manager to one (1) Deputy Chief Information Officer as indicated in Attachment A;
- h. Support amending the Information Technology Budget Unit 1930-8436-Fund 001-Appropriation Unit INF002 to reallocate and to approve the reclassification of one (1) Division Manager to one (1) Deputy Chief Information Officer as indicated in Attachment A;
- i. Support amending the Information Technology Budget Unit 1930-8436-Fund 001-Appropriation Unit INF002 to reallocate and to approve the reclassification of one (1) Information Technology Supervisor and one (1) Network Systems Engineer III to two (2) Information Technology Architect as indicated in Attachment A;
- j. Support amending the Information Technology Budget Unit 1930-8436-Fund 001-Appropriation Unit INF002 to reallocate and to approve the reclassification of two (2) Communications Technician III to two (2) Radio Communications Engineer as indicated in Attachment A;

- k. Support amending the Information Technology Budget Unit 1930-8436-Fund 001-Appropriation Unit INF002 to reallocate and to approve the reclassification of two (2) Communications Technician II and one (1) Telecommunications Specialist II to three (3) Information Technology Support Specialist as indicated in Attachment A;
- l. Support amending the County Administrative Office - Fleet Administration Budget Unit 1050-8451-Fund 001-Appropriation Unit CAO025 to reallocate one (1) Communications Technician III and one (1) Communications Technician I to two (2) Vehicle Installation Specialist and to approve the reclassification of two (2) Communications Technician I to two (2) Vehicle Installation Specialists as indicated in Attachment A;
- m. Support amending the Information Technology Budget Unit 1930-8433-Fund 001-Appropriation Unit INF002 to reallocate one (1) Database Administrator III to one (1) Software Engineer II as indicated in Attachment A;
- n. Support amending the Information Technology Budget Unit 1930-8439-Fund 001-Appropriation Unit INF002 to reallocate one (1) Assistant Director of Information Technology to one (1) Information Technology Architect in Budget Unit 1930-8433-Fund 001-Appropriation Unit INF002 as indicated in Attachment A;
- o. Support directing the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2021-22 Adopted Budget and the Human Resources Department implement the changes in the Advantage HRM System.

ACTION: The Committee received a report to support Personnel Policies and Practices resolution. Re-title the classifications of Director of Information Technology to Chief Information Officer, Chief Security and Privacy Officer to Chief Security Officer, Systems Programmer Analyst I-III to Information Technology Systems Analyst I-III, Network Systems Engineer I-III to Network Services Engineer I-III, Security Analyst I-III to Information Technology Security Engineer I-III, Software Programmer Analyst I-III to Software Engineer I-III, and IT Project Management Analyst I-III to Information Technology Project Manager I-III. Items 14 .a. through 14 .o. were approved by consensus.

15. Support amending the FY 2021-22 Adopted Budget for Emergency Operations Center (EOC) 001-1050-CAO005-8541 to increase appropriations by \$996,170 financed by the Cannabis Tax Assignment (001-3132) in support of the EOC and ongoing COVID-19 operations throughout the County.

[BC 21-164](#)

ACTION: The Committee received a report from Emergency Operations Center to support the increase of appropriations financed by the Cannabis Tax Assignment in support of the EOC and ongoing COVID-19 Operations throughout the County.

* The Committee suggested to add additional language.

- 16.** a. Support amending the Office of Emergency Services FY 2021-22 Adopted Budget 001-1050-CAO005-8056 to allocate two (2) FTE Management Analyst II as indicated; and
- b. Support amending the FY 2021-22 Adopted Budget for Office of Emergency Services 001-1050-CAO005-8056 to increase appropriations by \$156,206 financed by the Cannabis Tax Assignment 001-3132; and
- c. Support authorizing the Auditor-Controller and County Administrative Office to incorporate the position changes in the FY 2021-22 Adopted Budget and the Human Resources Department to implement the changes in the Advantage HRM system.

[BC 21-162](#)

ACTION: The Committee received a report form Office of Emergency Services to adopt Budget FY 2021-22 and allocate two (2) FTE Management Analyst II positions. Item 16 .a. though 16 .c. were approved by consensus.

*** The Committee suggested to present other options before going to the Board.**

Quarterly Reports

- 17.** Receive Natividad Medical Center's Financial Report for the first quarter (July thru September 2021) of fiscal year 2022.

[BC 21-154](#)

ACTION: The Committee received Natividad Medical Center's Financial report for the first quarter (July through September 2021) of fiscal year 2022.

Adjournment

The meeting adjourned at 11:53 a.m. The next meeting is scheduled for January 26, 2022 at 1:30 p.m. in the Monterey Room.