



# Monterey County

## Board Report

Legistar File Number: RES 19-135

Board of Supervisors  
Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

October 15, 2019

**Introduced:** 10/7/2019

**Version:** 1

**Current Status:** Scheduled AM

**Matter Type:** BoS Resolution

Consider Adopting a Resolution to:

- a. Amend Personnel Policies and Practices Resolution No. 98-394 Appendix A to add a 2% base salary increase for units X, XL and Y effective October 26, 2019; and
- b. Approve the 2019 Winter Recess for units P, X, XL, Y and Z (excluding elected officials in unit Y); and
- c. Amend PPPR section A.24.1 Holidays Listed to change Christmas Eve to be observed as a Holiday every year and correct the date Martin Luther King, Jr. Day is observed as indicated in Attachment A; and
- d. Direct the Auditor-Controller to implement the Winter Recess, and the Human Resources Department to implement the salary increases in the Advantage HRM System.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Amend Personnel Policies and Practices Resolution No. 98-394 Appendix A to add a 2% base salary increase for units X, XL and Y effective October 26, 2019; and
- b. Approve the 2019 Winter Recess for units P, X, XL, Y and Z (excluding elected officials in unit Y); and
- c. Amend PPPR section A.24.1 Holidays Listed to change Christmas Eve to be observed as a Holiday every year and correct the date Martin Luther King, Jr. Day is observed as indicated in Attachment A; and
- d. Direct the Auditor-Controller to implement the Winter Recess, and the Human Resources Department to implement the salary increases in the Advantage HRM System.

### SUMMARY/DISCUSSION:

The Human Resources Department has been in discussions with Management Council (units X and Y) regarding compensation and benefits for several months. Employee units X, XL, and Y are not part of a union, meaning they are not “represented bargaining” units.

On September 10, 2019, your Board approved a multi-year agreement with SEIU represented units which provided for wage increases of 2% for FY 2019-20, and 3% for FY 2020-21 and the Winter Recess for the span of the two-year agreement. In addition, Christmas Eve was modified to be observed as a Holiday every year.

Historically, your Board has granted similar increases to unrepresented units as negotiated with

represented bargaining units, such as SEIU. Changes for unrepresented Employee Units X, XL, and Y require your Board's approval in each Fiscal Year.

In addition, your Board has historically granted the Winter Recess to the unrepresented units of P, X, XL, Y and Z (excluding elected officials in Unit Y) as negotiated with other represented bargaining units. Granting of the Winter Recess requires your Board's approval in each Fiscal Year.

Your Board also approved Christmas Eve to be observed as a Holiday in every year for other represented bargaining units when approved for SEIU. In order to maintain consistency, it is recommended the PPPR be amended to allow for Christmas Eve to be an observed Holiday every year. In addition, the Martin Luther King, Jr. Day holiday was initially to be observed on January 15th and has since been changed to be observed on the third Monday of January. The recommended change updates the language to be consistent with the date listed for federal holidays.

It is therefore recommended your Board approve the recommended actions.

OTHER AGENCY INVOLVEMENT:

The County Administrative Office concurs with these recommendations.

FINANCING:

The estimated cost associated with the recommended increases for these specific units is \$1.2 million for the remainder of the 2019-20 fiscal year. The annualized increased cost is estimated at \$1.8 million.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The recommended action addresses the Board of Supervisors' Administrative Strategic Initiative and demonstrates the County's commitment to meeting the Board's initiatives by attracting, recruiting, and retaining a diverse, talented work force that supports the mission of Monterey County.

☐ Economic Development  
☒ Administration  
☐ Health & Human Services  
☐ Infrastructure  
☐ Public Safety

Prepared by: Kim Moore, Assistant Director of Human Resources, x5353

Approved by: Irma Ramirez-Bough, Director of Human Resources, x5043

Attachments: Resolution  
Attachment A

cc: Charles J. McKee, County Administrative Officer  
Rupa Shaw, Auditor-Controller

