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

Resolution No.:		PPPR Control No. $21-008$				
		HRM Control No. <u>21-007</u>				
Re	esolution to:)				
a.	Amend the Personnel Policies and Practices Resolu and B to create the classification of County Media A;	. , , , , , , , , , , , , , , , , , , ,				
b.	Amend the County Administrative Office Budget 1050-CAO004 Unit 8054 to allocate one (1) FTE County Media Analyst as indicated in Attachment A;					
c.	Authorize and direct the Auditor-Controller to amen by increasing appropriations by \$43,556 in the Cou CAO004-8054 financed by a decrease in appropriat 001-1050-CAO020-8034 as previously approved by 2021 (4/5ths vote);	nty Administrative Office 001-1050-) tions in General Fund Contingencies)				
d.	Authorize the Auditor-Controller's Office to incorp estimated revenue modifications to the FY 2020-21 Administrative Office to reflect these approved cha Budget; and,	Budget, and the County)				
e.	Direct the Auditor-Controller and County Administ	rative Office to incorporate the				

WHEREAS, during the past year, the County has responded to several catastrophic events including the COVID-19 pandemic emergency, 2020 wildfires and 2021 winter storm events; and,

position changes in the FY 2020-21 Adopted Budget and the Human Resources

Department to implement the changes in the Advantage HRM system.

WHEREAS, during these catastrophic events, coordinating and disseminating timely and accurate information has been critical to ensure public safety; and,

WHEREAS, the Board of Supervisors created an ad hoc Communications Committee intended to develop communications/messaging strategy and to guide staff in the dissemination of vital information to members of the public; and,

WHEREAS, the Board of Supervisors ad hoc Communications Committee and County Administrative Office requested the Human Resources Department to conduct a classification study to create a classification to perform a variety of professional-level communications for the County's Spanish only speaking community; and,

WHEREAS, The Human Resources Department conducted a classification study and recommends the proposed classification of County Media Analyst be created with the salary range indicated below; and,

WHEREAS, to implement the recommendations, the actions require the Personnel Policies and Practices Resolution No. 98-394 Appendix A and B to 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 Appendix A and B are amended to create the classification of County Media Analyst as indicated below:

Create Classification

Classification Title: County Media Analyst												
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Class		EEO	W/C*	BU	FLSA
							Code	*	Cat*			Code*
\$38.194	\$40.294	\$42.510	\$44.850	\$47.319	\$49.685	\$52.170						
\$3,055.52	\$3,223.52	\$3,400.80	\$3,588.00	\$3,785.52	\$3,974.80	\$4,173.60	14C37	03	P	8810	X	Е
\$6,620	\$6,984	\$7,368	\$7,774	\$8,202	\$8,612	\$9,043						

^{*}provided for information purposes only

2. The County Administrative Office Budget 1050-CAO004 Unit 8054 is amended to allocate one (1) FTE County Media Analyst as indicated below:

Allocate Position

County Administrative Office Budget 1050-CAO004 Unit 8054

	J						
			Position				
Class		Position	Increase/Decrease	Revised			
Code	Position Title	Number		Total FTE			
14C37	County Media Analyst	0001	1.0	1.0			

- 3. The Auditor-Controller is authorized and directed to amend the FY 2020-21 Adopted Budget by increasing appropriations by \$43,556 in the County Administrative Office 001-1050-CAO004-8054 financed by a decrease in appropriations in General Fund Contingencies 001-1050-CAO020-8034 as previously approved by the Board of Supervisors on Feb 9, 2021 (4/5ths vote).
- 4. The Auditor-Controller's Office is authorized to incorporate approved appropriation and estimated revenue modifications to the FY 2020-21 Budget, and the County Administrative Office to reflect these approved changes in the FY 2021-22 Adopted Budget.
- 5. The Auditor-Controller and County Administrative Office are directed to incorporate the position change 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 ADOPTE to-wit:	D on thisday of	, 2021, by the following vote,
AYES: NOES: ABSENT:		
hereby certify that the fore	egoing is a true copy of an ori	he County of Monterey, State of California, iginal order of said Board of Supervisors e Book for the meeting on
Dated:	1 ,	erk of the Board of Supervisors rey, State of California
	Ву	, Deputy