



Legislation Details (With Board Report)

**File #:** RES 23-042      **Name:** Adjust Salary Ranges of Hospital Environmental Services Aide class series

**Type:** BoS Resolution      **Status:** Passed

**File created:** 3/11/2023      **In control:** Board of Supervisors

**On agenda:** 4/18/2023      **Final action:** 4/18/2023

**Title:** Adopt Resolution to:  
 a. Amend Personnel Policies and Practices Resolution No. 98-394 Appendix A to adjust the salary ranges of the Hospital Environmental Services Aide, Hospital Senior Environmental Services Aide and Hospital Supervising Environmental Services Aide classifications as indicated in Attachment A; and  
 b. Direct the Human Resources Department to implement the changes in the Advantage Human Resources Management System.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Board Report, 2. Attachment A, 3. Resolution, 4. Completed Board Order Item No. 30, 5. Completed Resolution Item No. 30

Date	Ver.	Action By	Action	Result
4/18/2023	1	Board of Supervisors		

Adopt Resolution to:  
 a. Amend Personnel Policies and Practices Resolution No. 98-394 Appendix A to adjust the salary ranges of the Hospital Environmental Services Aide, Hospital Senior Environmental Services Aide and Hospital Supervising Environmental Services Aide classifications as indicated in Attachment A; and  
 b. Direct the Human Resources Department to implement the changes in the Advantage Human Resources Management System.

RECOMMENDATION:

It is recommended that the Board of Supervisors adopt a Resolution to:

a. Amend Personnel Policies and Practices Resolution No. 98-394 Appendix A to adjust the salary ranges of the Hospital Environmental Services Aide, Hospital Senior Environmental Services Aide and Hospital Supervising Environmental Services Aide classifications as indicated in Attachment A; and  
 b. Direct the Human Resources Department to implement the changes in the Advantage Human Resources Management System.

SUMMARY/DISCUSSION:

A base wage compensation study of the Hospital Environmental Services Aide classification series was requested by Natividad administrative staff. The reasons cited for the request were recruitment difficulties and to check for salary alignment with the hospital comparable agencies identified in the County’s Compensation Philosophy approved in December 2021.

The base wage analysis of the County’s hospital comparable agencies found that based on the duties performed, the Hospital Environmental Services Aide classification was matched to three (3) of the six (6) hospital comparable agencies: Alameda, Hazel Hawkins and Salinas Valley. The Hospital Environmental Services Aide

classification is approximately 10.60% below the salary mean of the comparable agency's classifications.

To promote the County as the employer of choice, the goal is to provide labor market competitive wages by setting base wages within five percent (5% = - 4.495% with rounding) of the average of the agencies identified. The County's philosophy is to maintain a competitive compensation package that attracts and retains the highest quality candidates and employees to serve the community while maintaining sound fiscal standards.

Therefore, in accordance with the County's Compensation Philosophy, Natividad recommends adjusting the base wage salary of the Hospital Environmental Services Aide classification by approximately 10.60% at top step in order to align with the labor market average. Furthermore, it is recommended to adjust the base wage salary of the Hospital Senior Environmental Services Aide and Hospital Supervising Environmental Services Aide classifications by approximately 10.60% at top step in order to maintain the spread of the series.

OTHER AGENCY INVOLVEMENT:

The Human Resources Department concurs with the recommendations. Service Employees International Union (SEIU) Local 521 has been notified of the recommendations.

FINANCING:

The salary and benefits increased costs for the current positions (55.5 FTE filled, 10.2 FTE vacant) budgeted for the remainder of Fiscal Year 2022-23 is approximately \$45,663 or \$296,811 annually. The funding for personnel costs is provided by Natividad's enterprise fund comprised of patient services revenues received from commercial insurance, state, and federal government agencies. This action does not impact the General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The proposed recommended actions address the Board of Supervisors Administration Strategic Initiative. The actions demonstrate the County's commitment to meeting the Board's initiatives in recruiting, retaining, and attracting a diverse, talented workforce that supports the mission of Monterey County.

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

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Attachments:

Attachment A  
Resolution