



Legislation Details (With Board Report)

File #: RES 23-153 **Name:** Auditor Appraiser Series
Type: BoS Resolution **Status:** Passed
File created: 8/8/2023 **In control:** Board of Supervisors
On agenda: 8/22/2023 **Final action:** 8/22/2023

Title: Adopt a Resolution to:
a. Amend Personnel Policies and Practices Resolution (PPPR) Appendix A to adjust the base wage salary ranges of the Auditor-Appraiser I-III and Auditor Appraiser Manager as indicated in Attachment A;
b. Direct the Human Resources Department to implement the changes in the Advantage Human Resources Management (HRM) system.

Sponsors:

Indexes:

Code sections:

Attachments: 1. Board Report, 2. Attachment A, 3. Resolution, 4. Completed Board Order Item No. 66, 5. Completed Resolution Item No. 66, 6. REVISED Completed Resolution Item No. 66, 7. Attachment A - Auditor-Appraiser Series (Clean)

Date	Ver.	Action By	Action	Result
8/22/2023	1	Board of Supervisors		

Adopt a Resolution to:
a. Amend Personnel Policies and Practices Resolution (PPPR) Appendix A to adjust the base wage salary ranges of the Auditor-Appraiser I-III and Auditor Appraiser Manager as indicated in Attachment A;
b. Direct the Human Resources Department to implement the changes in the Advantage Human Resources Management (HRM) system.

RECOMMENDATION:

It is recommended that the Board of Supervisors consider adopting a Resolution to:
a. Amend Personnel Policies and Practices Resolution (PPPR) Appendix A to adjust the base wage salary ranges of the Auditor-Appraiser I-III and Auditor Appraiser Manager as indicated in Attachment A;
b. Direct the Human Resources Department to implement the changes in the Advantage Human Resources Management (HRM) system.

SUMMARY/DISCUSSION:

The Human Resources Department completed a base wage compensation study of the Auditor-Appraiser classification series. The classification series includes the Auditor-Appraiser I, Auditor-Appraiser II, Auditor-Appraiser III and Auditor Appraiser Manager classifications.

The base wage analysis of the County’s comparable agencies found that, based on the duties performed, the salary of the benchmark classification of the Auditor-Appraiser II was matched to seven (7) of the nine (9) comparable agencies: The Counties of Contra Costa, San Benito, San Luis Obispo, San Mateo, Santa Clara, Santa Cruz and Sonoma. After a thorough review and analysis of available data, no comparable matches were identified in the Cities of Monterey or Salinas. The base wage salary was found to be approximately 12.5% below the salary mean of the comparable agencies’ classifications. To promote the Human Resources Department’s mission to make the County 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.

In accordance with the Compensation Philosophy, the base wage salary of the Auditor-Appraiser II classification would need to be adjusted by approximately 12.5% at top step in order to align with the labor market average and maintain the current spread in the series.

OTHER AGENCY INVOLVEMENT:

The Board of Supervisors Budget Committee and the Office of the Assessor-County Clerk-Recorder concur with the recommendation. In addition, Service Employees International Union (SEIU) Local 521 and the County Employees Management Association (CEMA) have been provided notice of this recommendation.

FINANCING:

The annual impact of this wage analyses is estimated at \$78,909 for FY 2023-24. The Department will work to manage the increase within their FY 2023-24 adopted budget and will provide a report to the Board of Supervisors when the Budget End of Year Report (BEYR) is presented if they are experiencing budgetary challenges resulting from this cost increase.

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

Prepared by: Cicely Henson, Associate Personnel Analyst

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

Attachment:
Attachment A
Resolution