



Legislation Details (With Board Report)

File #: RES 20-1035 **Name:** Amend Personnel Policies and Practices Resolution No. 98-394 Appendix A to adjust the salary ranges and minimum wage

Type: General Agenda Item **Status:** Passed - Human Resources Department

File created: 12/2/2020 **In control:** Board of Supervisors

On agenda: 12/8/2020 **Final action:** 12/8/2020

Title: Adopt Resolution to:
 a. Amend Personnel Policies and Practices Resolution No. 98-394 Appendix A to adjust the salary ranges of the Community Service Aide I, Library Page, Park Services Aide I and Student Intern classifications to comply with California Senate Bill No. 3, increasing the minimum wage to \$14.00/hour, effective January 1, 2021 as indicated in Attachment A; and
 b. Amend the Personnel Policies and Practices Resolution No. 98-394 Appendix A to adjust the salary range of the Community Service Aide II effective January 1, 2021 as indicated in Attachment A; and
 c. Authorize and direct the Human Resources Department to implement the changes in the Advantage HRM System.

Sponsors:

Indexes:

Code sections:

Attachments: 1. Board Report, 2. BoS Resolution_2021 Min Wage Increase_12-08-20, 3. Attachment A - 2021 Min Wage Increase, 4. Item No. 68 Completed Board Order and Resolution- to send

Date	Ver.	Action By	Action	Result
12/8/2020	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 Community Service Aide I, Library Page, Park Services Aide I and Student Intern classifications to comply with California Senate Bill No. 3, increasing the minimum wage to \$14.00/hour, effective January 1, 2021 as indicated in Attachment A; and
 b. Amend the Personnel Policies and Practices Resolution No. 98-394 Appendix A to adjust the salary range of the Community Service Aide II effective January 1, 2021 as indicated in Attachment A; and
 c. Authorize and direct the Human Resources Department to implement the changes 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 adjust the salary ranges of the Community Service Aide I, Library Page, Park Services Aide I and Student Intern classifications to comply with California Senate Bill No. 3, increasing the minimum wage to \$14.00/hour, effective January 1, 2021 as indicated in Attachment A; and
- b. Amend the Personnel Policies and Practices Resolution No. 98-394 Appendix A to adjust the salary range of the Community Service Aide II effective January 1, 2021 as indicated in Attachment A; and
- c. Authorize and direct the Human Resources Department to implement the changes in the Advantage HRM System.

SUMMARY/DISCUSSION:

On April 4, 2016, California Senate Bill No. 3 was signed into law, which, in part, increases the California minimum wage to \$14.00/hour, effective January 1, 2021.

Currently, the first-step base wage rates of four County classifications fall below the new State minimum wage for 2021:

<u>Class Code</u>	<u>Classification</u>	<u>Impacted Incumbents</u>	<u>Regular/Temporary</u>
60P01	Community Service Aide I	0	N/A
80C24	Library Page	2	Temporary
68C01	Park Services Aide I	1	Temporary
90A01	Student Intern	0	N/A

Accordingly, it is recommended that the base wage salary ranges of the Community Service Aide I, Library Page, Park Services Aide I and Student Intern classifications be adjusted effective January 1, 2021 as indicated in Attachment A, in order for the base wage rates of these classifications to be brought into alignment with the new minimum wage.

It was also identified that in adjusting the base wage salary range for the Community Service Aide I to comply with Senate Bill No. 3, will result in compaction between the Community Service Aide I and Community Service Aide II classifications. It is therefore recommended, that the Community Service Aide II salary range be adjusted to allow for a 7.5% spread between the classifications and prevent compaction:

<u>Class Code</u>	<u>Classification</u>	<u>Impacted Incumbents</u>	<u>Regular/Temporary</u>
60P01	Community Service Aide II	22	1 Regular/21 Temporary

OTHER AGENCY INVOLVEMENT:

The Monterey County Free Libraries (MCFL), Department of Community Services and the Health Department have been apprised of the impact of the legislative wage increase to these classifications with incumbents and concurs with the recommendations.

FINANCING:

All three departments have confirmed there are sufficient appropriations in their Recommended Budgets for FY 2020-21 to support the recommended actions. The Health Department will work with the County Administrative Office Budget and Analysis Division to identify appropriate revenue source for these temporary personnel supporting COVID response efforts.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The recommended action addresses the Board of Supervisors' Administration 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

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Approved By: Irma Ramirez-Bough, Director of Human Resources, 755-5043

Attachment: Board Report
Attachment A
Resolution

cc: Randall Ishii, Director of Community Services
Elsa Jimenez, Director of Health Services
Hillary Theyer, Library Director