



## Legislation Details (With Board Report)

<b>File #:</b>	RES 22-115	<b>Name:</b>	
<b>Type:</b>	BoS Resolution	<b>Status:</b>	Passed
<b>File created:</b>	5/31/2022	<b>In control:</b>	Board of Supervisors
<b>On agenda:</b>	6/14/2022	<b>Final action:</b>	6/14/2022
<b>Title:</b>	Adopt a Resolution to: a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A to adjust the base wage salary range of the Assistant Director of Health Services classification as indicated in Attachment A; b. Direct the Human Resources Department to implement the changes in the Advantage HRM system.		

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Board Report, 2. Attachment A, 3. Resolution, 4. Completed Board Order Item No. 49, 5. Completed Resolution Item No. 49

Date	Ver.	Action By	Action	Result
6/14/2022	1	Board of Supervisors	adopted	

Adopt a Resolution to:

a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A to adjust the base wage salary range of the Assistant Director of Health Services classification as indicated in Attachment A;

b. Direct the Human Resources Department to implement the changes in the Advantage HRM system.

**RECOMMENDATION:**

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

a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A to adjust the base wage salary range of Assistant Director of Health Services classification as indicated in Attachment A;

b. Direct the Human Resources Department to implement the changes in the Advantage HRM system.

**SUMMARY/DISCUSSION:**

A base wage compensation study of the Assistant Director of Health Services classification was requested by the Health Department citing the Department has been unsuccessful in filling the position with the salary range provided when the classification was created in August 2020. For these reasons, the base wage compensation study was approved by the Human Resources Department.

The base wage analysis of the County comparable agencies found that based on the duties performed, the salary of the benchmark classification of the Assistant Director of Health Services was matched to six (6) of the nine (9) comparable agencies and its base wage salary was found to be approximately 12.05% below the salary mean of the comparable agency 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.

Therefore, in accordance with the Compensation Philosophy, the Human Resources Department recommends adjusting the base wage salary of the Assistant Director of Health Services classification by approximately 12.05% at top step.

OTHER AGENCY INVOLVEMENT:

The Health Department has reviewed and concur with the recommendations. On May 25, 2022, the Budget Committee supported this item.

FINANCING:

The salary and benefits increase for the Health Department Budget Unit 4000-8438 - Fund 001 Appropriation Unit 4000-HEA0014-8438 for the remainder of FY 2021-22 is approximately \$4,599.50 or \$27,597 annually and will be absorbed within the department's existing budget.

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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Attachment:  
Attachment A  
Resolution