



Legislation Details (With Board Report)

File #: RES 22-141 **Name:** Amend Board Policy A-15 Monterey County Staff Mobile Phone & Wireless Device Policy

Type: BoS Resolution **Status:** Passed

File created: 7/14/2022 **In control:** Board of Supervisors

On agenda: 7/26/2022 **Final action:** 7/26/2022

Title: Adopt a Resolution to:
a. Amend Board Policy A-15 Monterey County Staff Mobile Phone & Wireless Device Policy;
b. Direct the Human Resources Department and Auditor Controller’s Office to take the necessary actions to implement the policy.

Sponsors:

Indexes:

Code sections:

Attachments: 1. Board Report, 2. Attachment A, 3. Attachment B, 4. Resolution, 5. Completed Board Order Item No. 49, 6. Completed Resolution Item No. 49

| Date | Ver. | Action By | Action | Result |
|-----------|------|----------------------|---------|--------|
| 7/26/2022 | 1 | Board of Supervisors | adopted | Pass |

Adopt a Resolution to:
a. Amend Board Policy A-15 Monterey County Staff Mobile Phone & Wireless Device Policy;
b. Direct the Human Resources Department and Auditor Controller’s Office to take the necessary actions to implement the policy.

RECOMMENDATION:

It is recommended that the Board of Supervisors take the following actions:

Adopt a resolution to:

a. Amend Board Policy A-15 Monterey County Staff Mobile Phone & Wireless Device Policy;
b. Direct the Human Resources Department and Auditor Controller’s Office to take the necessary actions to implement the policy.

SUMMARY/DISCUSSION:

On August 28, 2018, the Board of Supervisors approved the County’s current Staff Mobile Phone & Wireless Device Policy (Attachment A) which established guidelines for the provision of a mobile phone/wireless device stipend to employees who have documented an official business need for a mobile communications device. The current policy provides the following multi-level allowance structure and optional data allowance for eligible employees:

- Plan 1 “Voice + Text” Allowance - \$30.00 per month
- Plan 2 “Voice + Text” Allowance - \$45.00 per month
- Plan 3 “Voice + Text” Allowance - \$60.00 per month
- Optional Data Allowance - \$50.00 per month

The current policy restricts the maximum allowance amount to \$90 per month for eligible employees. Employees who are in either Plan 2 or 3 and the Optional Data Allowance receive a monthly allowance amount exceeding the \$90 maximum. The new proposed updated policy will enforce the maximum allowance amount.

The Human Resources Department worked closely with the Information Technology Department to review current cellular provider pricing models. The Information Technology Department found the existing multi-level stipend structure was not consistent with current cellular provider pricing models as these now include data as part of the base plan pricing.

As such, it is recommended that the Board authorize the Human Resources Department to update the Monterey County Staff Mobile Phone & Wireless Device Policy to consolidate the data allowance as part of the base allowance structure and update the monthly allowance amounts consistent with current cellular provider pricing models as follows:

- Plan 1 Allowance - \$50.00 per month
- Plan 2 Allowance - \$70.00 per month
- Plan 3 Allowance - \$90.00 per month

Employees enrolled in the current plan structure will be automatically moved to the new corresponding plan based on the previous request approved by Department Heads. Future changes to employees' plan allowance, will be reviewed by the Department Heads and may be changed based on operational needs.

The Human Resources Department recommends the Board of Supervisor approve the policy amendments indicated in Attachment B.

OTHER AGENCY INVOLVEMENT:

The Human Resources Department collaborated with the Office of the County Counsel and Information Technology Department to develop the proposed policy revisions. Employee groups were notified and offered the opportunity to engage in the meet and confer process.

FINANCING:

The cost associated under the updated policy would be absorbed by corresponding department's budget.

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.

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|-------------------------------------|-------------------------|
| <input type="checkbox"/> | Economic Development |
| <input checked="" type="checkbox"/> | Administration |
| <input type="checkbox"/> | Health & Human Services |
| <input type="checkbox"/> | Infrastructure |
| <input type="checkbox"/> | Public Safety |

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

Attachments:

Attachment A - Current A-15 Monterey County Staff Mobile Phone & Wireless Device Policy

Attachment B - Proposed A-15 Monterey County Staff Mobile Phone & Wireless Device Policy Resolution