



Legislation Details (With Board Report)

**File #:** 18-652      **Name:** Authorization for Acting Director of Social Services  
**Type:** General Agenda Item      **Status:** Passed  
**File created:** 6/12/2018      **In control:** Board of Supervisors  
**On agenda:** 6/19/2018      **Final action:** 6/19/2018  
**Title:** Authorize an advanced placement at Step 4 for Henry Espinosa who will be serving as the Acting Director of Social Services, in accordance with Personnel Policies and Practices, Resolution (PPPR) No. 98-394, Sections A.1.11.1 and A.1.11.5, effective August 11, 2018.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Board Report, 2. 38.1 Completed Board Order

Date	Ver.	Action By	Action	Result
6/19/2018	1	Board of Supervisors	approved	

Authorize an advanced placement at Step 4 for Henry Espinosa who will be serving as the Acting Director of Social Services, in accordance with Personnel Policies and Practices, Resolution (PPPR) No. 98-394, Sections A.1.11.1 and A.1.11.5, effective August 11, 2018.

**RECOMMENDATION:**

It is recommended that the Board of Supervisors:  
Authorize an advanced placement at Step 4 for Henry Espinosa who will be serving as the Acting Director of Social Services, in accordance with Personnel Policies and Practices, Resolution (PPPR) No. 98-394, Sections A.1.11.1 and A.1.11.5, effective August 11, 2018.

**SUMMARY/DISCUSSION:**

Pending recruitment of a permanent Director of Social Services, Henry Espinosa has been selected to serve in the role of Acting Director of Social Services beginning on August 11, 2018. Mr. Espinosa has accepted an offer to serve in this acting director role contingent on approval of appointment to Step 4 of the salary range.

Placement at advanced step may be requested to compensate employees commensurate with their specialized knowledge, skills, experience, recognition of their current compensation and the additional executive level of responsibility at the Director of the Social Services Department. Pursuant to the provisions of the Personnel Policies and Practices Resolution (PPPR) No. 98-394, Board of Supervisors' approval is required to authorize placement above Step 3 in Unit Y.

Mr. Espinosa has worked for the Department of Social Services since 1986 and has 28 years of management experience in the Department. Currently, he serves as the Deputy Director responsible for the department's Administrative Services Branch, a role which he has held since January 2016. Prior to that he served as the Deputy Director in charge of both Aging and Adult Services and CalWORKs Employment Services for 3 years; and prior to that he served as the Deputy Director of Community Benefits for 12 years. During Mr. Espinosa's long and dedicated career with the Department of Social Services he began his service as an Eligibility Worker 1, and through his skill and dedication to customer service and organizational success, promoted progressively

to Eligibility supervisor, Administrative Services Assistant, Management Analyst, Program Manager and Deputy Director. Additionally, Mr. Espinosa is a life-long resident of Monterey County. His experience across a variety of the Department's Branches, including the critical role of Administrative Services (which includes budget, information systems support, departmental facilities, departmental fleet and logistics), gives Mr. Espinosa the ideal background for serving in this acting director role.

In determining the appropriate step for appointment, prior compensation levels and the effect of differences in compensation and benefits for each position were considered. Salary recommendations have been made in accordance with the County's Personnel, Policies and Practices Resolution (PPPR) Sections A.1.11.1, and A.1.11.5. These sections provide for appointment at a higher salary step for reasons including credit for direct work experience, difficulty of recruitment and employee negotiation.

Therefore, approval is requested to place Mr. Espinosa at Step 4 of the County's current salary schedule for the classification of Director of Social Services when he assumes the Acting Director role on August 11, 2018.

OTHER AGENCY INVOLVEMENT:

Human Resources and the County Administrative Office have reviewed and concur with the recommendation to place Mr. Espinosa at Step 4 of the Director of Social Services salary range.

FINANCING:

This action will not have an impact to the County General Fund. The salary and benefits of the Director of Social Services position are included in the Department of Social Services FY 2017-18 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 and growing our own local leadership talent.

Mark a check to the related Board of Supervisors Strategic Initiatives

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

Approved by: Manuel T. González, Assistant County Administrative Officer 796-3593

