



Legislation Details (With Board Report)

File #: RES 24-097 **Name:** Adjust the Base Wage Salary Range of Patient Financial Services Director

Type: BoS Resolution **Status:** Passed

File created: 5/12/2024 **In control:** Board of Supervisors

On agenda: 6/4/2024 **Final action:** 6/4/2024

Title: Adopt Resolution to:
a. Amend Personnel Policies and Practices Resolution No. 98-394 Appendix A to adjust the salary range of the Patient Financial Services Director classification as indicated in Attachment A effective June 1, 2024; and
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. 27, 5. Completed Resolution Item No. 27

Date	Ver.	Action By	Action	Result
6/4/2024	1	Board of Supervisors		

Adopt Resolution to:
a. Amend Personnel Policies and Practices Resolution No. 98-394 Appendix A to adjust the salary range of the Patient Financial Services Director classification as indicated in Attachment A effective June 1, 2024; and
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 No. 98-394 Appendix A to adjust the salary range of the Patient Financial Services Director classification as indicated in Attachment A effective June 1, 2024; and
b. Direct the Human Resources Department to implement the changes in the Advantage Human Resources Management (HRM) System.

SUMMARY/DISCUSSION:

A base wage compensation study of the Patient Financial Services Director classification was requested by Natividad Medical Center (NMC) administrative staff. The reasons cited for the request were recruitment difficulties and to check for salary alignment with the hospital comparable agencies identified in the County’s Compensation Philosophy last updated in January 2023.

The base wage analysis of the County’s hospital comparable agencies found that based on the duties performed, the Patient Financial Services Director classification was matched to five (5) of the six (6) hospital comparable agencies: Alameda Health System, Salinas Valley Health, Santa Clara Valley Medical Center, Contra Costa Regional Medical Center and San Mateo Medical Center. After thorough analysis of the data available at the time of the study, it was determined that no comparable match was made at Hazel Hawkins. The Patient

Financial Services Director classification is approximately 5.16% below the salary mean of the comparable agency's classifications.

To promote the County as 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 County's Compensation Philosophy, the base wage salary of the Patient Financial Services Director classification would need to be adjusted by approximately 5.16% at top step in order to align with the labor market average.

OTHER AGENCY INVOLVEMENT:

The Human Resources Department concurs with the recommendations. County Employee Management Association (CEMA) has been notified of the recommendations.

FINANCING:

The salary and benefits increased costs for the current position (1.0 FTE filled) budgeted for the remainder of Fiscal Year 2023-24 is approximately \$694 and then \$9,017 annually thereafter. The funding for personnel costs is provided by NMC's enterprise fund comprised of patient services revenues received from commercial insurance, state, and federal government agencies. This action does not impact the General Fund.

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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Attachments:
Attachment A
Resolution