



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: RES 19-143, **Version:** 1

Adopt Resolution to:

- a. Amend Natividad (Unit 9600) FY 2019-20 Adopted Budget to approve the reallocation of a Medical Unit Clerk position to a Patient Services Representative II position and reclassification of the incumbent as indicated in the attached Resolution;
- b. Authorize the Auditor-Controller to incorporate the approved changes in the Natividad (Unit 9600) FY 2019-20 Adopted Budget;
- c. Direct the County Administrative Office to incorporate the approved position changes in the Natividad (Unit 9600) FY 2019-20 Adopted Budget; and
- d. Direct the Human Resources Department to implement the changes in the Advantage HRM System.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Adopt a Resolution to:

- a. Amend Natividad (Unit 9600) FY 2019-20 Adopted Budget to approve the reallocation of a Medical Unit Clerk position to a Patient Services Representative II position and reclassification of the incumbent as indicated in the attached Resolution;
- b. Authorize the Auditor-Controller to incorporate the approved changes in the Natividad (Unit 9600) FY 2019-20 Adopted Budget;
- c. Direct the County Administrative Office to incorporate the approved position changes in the Natividad (Unit 9600) FY 2019-20 Adopted Budget; and
- d. Direct the Human Resources Department to implement the changes in the Advantage HRM System.

SUMMARY/DISCUSSION:

Natividad Human Resources Department completed a reclassification study for the clerical staff within the Therapy Services Department. The findings of the study determined that one filled position was not properly classified for the duties and scope of responsibility that were being performed. The reclassification of the incumbent to an existing County classification will properly align and compensate the duties performed by this position within the department per the chart below:

From/To	Class Code	Position Title	Position Number	Beginning Total FTE	Position FTE Increase/Decrease	Revised Total FTE
From	80K21	Medical Unit Clerk	0017	19.9	(1.0)	18.9
To	80L02	Patient Services Representative II	0064	51.0	1.0	52.0

For these reasons, it is recommended that your Board approve these actions.

OTHER AGENCY INVOLVEMENT:

The Monterey County Human Resources Department has reviewed the class study and recommendation. The

Service Employees International Union (SEIU) Local 521 was notified and concurs with the class study recommendations.

FINANCING:

There is an annualized salary increase of \$2,481 as a result of these actions for Natividad Medical Center (Unit 9600) FY 2019-20 Adopted Budget. This action does not impact the General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Approval of these salary adjustments will allow Natividad Medical Center to recruit and/or retain highly qualified staff to provide essential services to patients in the respective departments within the hospital, which equates to improved healthcare and equitable health opportunities for patients and the community.

Economic Development

Administration

Health and Human Services

Infrastructure

Public Safety

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Approved by: Gary Gray, Chief Executive Officer, 783-2553

Attachment:
Resolution