



County of Monterey

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

Board Report

File #: RES 22-048, **Version:** 1

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 Fleet Manager 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 the Fleet Manager 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 Fleet Manager classification was requested by the County Administrative Office citing an increase in span of control and responsibilities to include the addition of Public Safety Install operations, County fuel site compliance and maintenance responsibilities, South County maintenance shop at San Antonio Lake and competitiveness in the marketplace. The County's Fleet Administration services and tracks the repair and maintenance actions for over 1,600 pieces of equipment ranging from passenger cars to heavy equipment. Additionally, Fleet has an automated vehicle rental program (Invers), operates multiple fueling sites, and manages a vehicle replacement program.

The base wage analysis of the County's comparable agencies found that based on the duties performed, the salary of the benchmark classification of Fleet Manager was matched to six (6) of the nine (9) comparable agencies and is approximately 4.98% below the salary mean of the comparable agency's 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 Fleet Manager classification by approximately 5% at top step in order to align with the labor market average.

OTHER AGENCY INVOLVEMENT:

Do to timing as it relates to the February 23, 2022 Board of Supervisors Budget Committee meeting and the deadline to have signed Board Reports in Legistar for the March 1, 2022 Board of Supervisors meeting, this item is agenda ready for consideration but has not yet been reviewed by the Board of Supervisors Budget Committee. The Human Resources Department will communicate the Board of Supervisors Budget Committee's recommendation to the Board of Supervisors.

The County Administrative Office has reviewed and concurs with the recommendations.

FINANCING:

The salary and benefits increase for County Administrative Office-Fleet Administration Budget Unit 8451 - Fund 001 - Appropriation Unit CAO025 for the remainder of FY 2021-22 is approximately \$3,282 or \$8,532 annually and is anticipated to be absorbed within the department's existing appropriations.

Current estimates indicated, the respective department will be able to absorb the fiscal impact of these base wage adjustments; however, if this should change in the future, the affected department will return to request an appropriation increase if needed.

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