



County of Monterey

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

Board Report

File #: RES 14-009, **Version:** 1

Adopt Resolution to:

- a. Amend pay scales for the classifications of Library Page, Library Assistant I, Library Assistant II, Library Assistant III, Librarian I, Librarian II, Librarian III, Managing Librarian, Assistant Library Director and Library Director to include the 3.5% wage increase separately approved by the Board of Supervisors;
- b. Adjust salary ranges for those classifications as shown in the attached Resolution, effective December 14, 2013
- c. Direct Human Resources to implement the changes in the Advantage HRM system.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Amend pay scales for the classifications of Library Page, Library Assistant I, Library Assistant II, Library Assistant III, Librarian I, Librarian II, Librarian III, Managing Librarian, Assistant Library Director and Library Director to include the 3.5% wage increase separately approved by the Board of Supervisors;
- b. Adjust salary ranges for those classifications as shown in the attached Resolution, effective December 14, 2013
- c. Direct Human Resources to implement the changes in the Advantage HRM system.

SUMMARY/DISCUSSION:

In 2013, the Monterey County Free Libraries conducted a base compensation study for the classifications of Library Page, Library Assistant I, Library Assistant II, Library Assistant III, Librarian I, Librarian II, Librarian III, Managing Librarian, Assistant Library Director and Library Director, as those classifications had not been updated since 1998. Updated classification specifications were created and the compensation study was completed on October 31, 2013. The study found that the Libraries classifications were no longer competitive, and recommended more equitable salary ranges for these positions.

That study did not take into account the unknown and yet to be approved 3.5% wage increase as exchange for the equivalent employee share of PERS contribution. This increase was approved on December 10, 2013, retroactively effective on November 16, 2013, on the same date that the Libraries salary adjustments were approved.

The timing of the Board actions resulted in an unintended impact to the affected employees, and it is recommended that the salary range Library Page, Library Assistant I, Library Assistant II, Library Assistant III, Librarian I, Librarian II, Librarian III, Managing Librarian, Assistant Library Director and Library Director be amended to incorporate the 3.5% increase, effective December 14, 2013. This recommended action will correct that unintended impact and accurately reflect the intended cumulative effect of the Board's previous actions.

OTHER AGENCY INVOLVEMENT:

The Human Resources Department is aware of this request to the Board. County Counsel has approved to form.

FINANCING:

There are sufficient appropriations in the Library's Approved Budget for FY 2013-14, Fund 003, Appropriation Unit LIB001 for the recommended action. This action will result in an increased salary and benefit costs of approximately \$48,282 for the remainder of FY 2013-2014. Total annual increased expenditures are estimated to be in the amount of \$96,935. There is no impact to the General Fund. Future years forecasted budgets sustain increased costs.

Prepared by: Linda Jackson, Associate Personnel Analyst, ext. 1288
Approved by: Jayanti Addleman, County Librarian ext.7566

Attachments:

Resolution

Exhibit A - Approved Resolution RES13-360