



Legislation Details (With Board Report)

File #:	18-915	Name:	Create Endoscopy Tech Classification
Type:	General Agenda Item	Status:	Natividad Medical Center - Consent
File created:	9/10/2018	In control:	Board of Supervisors
On agenda:	10/9/2018	Final action:	
Title:	Adopt Resolution to: a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 and Appendices A and B to create the classification of Endoscopy Technician with the salary range as indicated; b. Amend Natividad (Unit 9600) FY 2018-19 Adopted Budget to approve reallocation/reclassification as indicated by position numbers listed in the attached Resolution, effective the pay period beginning September 29, 2018; c. Authorize the Auditor-Controller to incorporate the approved changes in the Natividad (Unit 9600) FY 2018-19 Adopted Budget; d. Direct the County Administrative Office to incorporate the new classification and approved position changes in the Natividad (Unit 9600) FY 2018-19 Adopted Budget; and e. Direct the Human Resources Department to implement the changes in the Advantage HRM System.		

Sponsors:**Indexes:****Code sections:**

Attachments: 1. Board Report, 2. RESOLUTION - Endoscopy Tech.pdf, 3. 15. Completed Board Order and Resolution

Date	Ver.	Action By	Action	Result
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Adopt Resolution to:

- Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 and Appendices A and B to create the classification of Endoscopy Technician with the salary range as indicated;
- Amend Natividad (Unit 9600) FY 2018-19 Adopted Budget to approve reallocation/reclassification as indicated by position numbers listed in the attached Resolution, effective the pay period beginning September 29, 2018;
- Authorize the Auditor-Controller to incorporate the approved changes in the Natividad (Unit 9600) FY 2018-19 Adopted Budget;
- Direct the County Administrative Office to incorporate the new classification and approved position changes in the Natividad (Unit 9600) FY 2018-19 Adopted Budget; and
- Direct the Human Resources Department to implement the changes in the Advantage HRM System.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Adopt Resolution to:

- Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 and Appendices A and B to create the classification of Endoscopy Technician with the salary range as indicated;
- Amend Natividad (Unit 9600) FY 2018-19 Adopted Budget to approve reallocation/reclassification as indicated by position numbers listed in the attached Resolution, effective the pay period beginning

September 29, 2018;

- c. Authorize the Auditor-Controller to incorporate the approved changes in the Natividad (Unit 9600) FY 2018-19 Adopted Budget;
- d. Direct the County Administrative Office to incorporate the new classification and approved position changes in the Natividad (Unit 9600) FY 2018-19 Adopted Budget; and
- e. Direct the Human Resources Department to implement the changes in the Advantage HRM System.

SUMMARY:

Natividad completed a reclassification study and recommends the creation of an Endoscopy Technician classification to be utilized in the Endoscopy Department within the hospital's Surgical Services Division.

DISCUSSION:

Natividad Human Resources Department completed a reclassification study for the Endoscopy Department within the hospital's Surgical Services Division. The findings of the study determined that incumbents were not properly classified for the duties and scope of responsibility that were being performed and no classification existed that was a match. The creation and reclassification of both incumbents to an Endoscopy Technician classification will properly align and compensate the duties performed by these positions within the department.

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 this recommendation.

FINANCING:

There is an annualized salary savings of \$10,694 as a result of these actions for Natividad Medical Center (Unit 9600) FY 2018-19 Adopted Budget. This action does not impact the General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Approval of these recommendations will allow Natividad Medical Center to compensate employees for performing duties that ensure patient care meets quality standards, which equates to improved healthcare for patients and the community.

Economic Development

☐ Administration

☒ Health and Human Services

☐ Infrastructure

☐ Public Safety

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Approved by: Gary R. Gray, D.O., Hospital Chief Executive Officer, (831) 783-2553

Attachments:

Resolution