



County of Monterey

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

Legislation Details (With Board Report)

File #: RES 18-149 **Name:** Reallocate Adm Secty to Conf
Type: BoS Resolution **Status:** Passed - Natividad Medical Center
File created: 10/16/2018 **In control:** Board of Supervisors
On agenda: 1/29/2019 **Final action:** 1/29/2019
Title: Adopt Resolution to:
a. Amend the Natividad Medical Center (Unit 9600) FY 2018-19 Adopted Budget to approve reallocation of positions as indicated by position numbers in the attached resolution; and
b. Direct the County Administrative Office to incorporate the approved Position changes in the Natividad Medical Center (Unit 9600) FY 2018-19 Adopted Budget.

Sponsors:

Indexes:

Code sections:

Attachments: 1. Board Report, 2. RESOLUTION Adm Secty to Conf.pdf, 3. 43. Completed Board Order & Resolution

Date	Ver.	Action By	Action	Result
1/29/2019	1	Board of Supervisors	adopted - natividad medical center	Pass

Adopt Resolution to:

- Amend the Natividad Medical Center (Unit 9600) FY 2018-19 Adopted Budget to approve reallocation of positions as indicated by position numbers in the attached resolution; and
- Direct the County Administrative Office to incorporate the approved Position changes in the Natividad Medical Center (Unit 9600) FY 2018-19 Adopted Budget.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Adopt Resolution to:

- Amend the Natividad Medical Center (Unit 9600) FY 2018-19 Adopted Budget to approve reallocation of positions as indicated by position numbers in the attached resolution; and
- Direct the County Administrative Office to incorporate the approved Position changes in the Natividad Medical Center (Unit 9600) FY 2018-19 Adopted Budget.

SUMMARY:

Natividad Medical Center recommends that two (2) positions in the hospital's Administration Department be reallocated from Administrative Secretary to Administrative Secretary-Confidential, due to the level and complexity of duties and responsibilities of the positions.

DISCUSSION:

Natividad recommends the reallocation of positions currently in the budget based on the duties and responsibilities being performed in specific positions within the hospital's Administration Department.

Natividad has identified that two (2) of the current budgeted Administrative Secretary positions assigned to support executive-level positions in the hospital's Administration Department have access to confidential, restricted and sensitive information that requires that the classification of each position be in the unrepresented

Z Unit (Confidential). Natividad recommends that the Board approve the reallocation of these positions from Administrative Secretary (J Unit) to Administrative Secretary-Confidential (Z Unit) as indicated in the attached resolution.

OTHER AGENCY INVOLVEMENT:

None.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Approval of this action will ensure greater efficiency and effective resource management within the respective hospital department.

Economic Development

☒ Administration

☐ Health and Human Services

☐ Infrastructure

☐ Public Safety

FINANCING:

The annualized impact as a result of this action to the Natividad Medical Center (Unit 9600) FY 2018-19 Adopted Budget is \$11,165.00. This action does not impact the General Fund.

Prepared by:

Janine Bouyea, NMC Human Resources Administrator, (831) 783-2701

Approved by:

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

Attachments: Resolution