



County of Monterey

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

Board Report

File #: RES 15-047, **Version:** 1

Adopt a Resolution to:

- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394, Section A.4.1 Eligibility for Step Advancements for Broadband Classifications of Operation's Manager; and
- b. Authorize the Human Resources Department to implement these changes.

RECOMMENDATION:

It is recommended that the Board of Supervisors take the following action:

Adopt a Resolution to:

- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394, Section A.4.1 Eligibility for Step Advancements for Broadband Classifications; and
- b. Authorize the Human Resources Department to implement these changes.

SUMMARY:

On October 4, 2011, the Board approved the creation of the broadband classifications of Bureau Chief and Operations Manager in the Health Department. This action amends section A.4.1 "Eligibility for Step Advancements" of the PPPR (Attachment A) to clarify the process for salary increases for the Operations Manager classification.

DISCUSSION:

On October 4, 2011, the Board approved the creation of the broadband classifications of Bureau Chief and Operations Manager in the Health Department. On February 14, 2012, the Board approved amendments to the Personnel Policies Practices Resolution 98-394 (PPPR) to revise sections related to the salary associated with the Bureau Chief (Y-Unit), but inadvertently omitted the same amendments applicable to language for the Operations Manager (X Unit) job classification.

This action will amend Section A.4.1. Eligibility Step Advancements to include the broad band concept for the Operations Manager (X Unit) and will clarify that incumbents in the Bureau Chief and Operations Manager job classifications will be ineligible for regularly scheduled step increases. The salary of such an employee shall be adjusted upward or downward in the broadband range subject to the discretion of the appointing authority based on performance and/or market factors of the applicable survey classification.

OTHER AGENCY INVOLVEMENT:

The Human Resources Department has reviewed and approved this action.

FINANCING:

There are no financial impacts related to this action.

Prepared by: Cindy Berry, Health Department HR Manager, 4547

Approved by: Ray Bullick, Director of Health, 4526

Attachments:

Attachment A Amendment is on file with the Clerk of the Board
Resolution is on file with the Clerk of the Board