



County of Monterey

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

Board Report

File #: 16-832, **Version:** 1

Adopt a Resolution to:

- a. Amend the Monterey County Personnel Policies and Practices Resolution No. 98-394 Appendix A to Add the New Classification of Hospital Interpreter Services Manager with Salary Range as Indicated in the Attached Resolution, effective March 5, 2016;
- b. Amend the Natividad Medical Center (Unit 9600) FY 2016-17 Adopted Budget to Approve Reallocation/Reclassification as Indicated by Position Numbers in the Attached Resolution, effective March 5, 2016;
- c. Authorize the Auditor-Controller to Incorporate the Approved Changes in the Natividad Medical Center (Unit 9600) FY 2016-17 Adopted Budget, effective March 5, 2016;
- d. Direct the County Administrative Office to Incorporate the Approved Position Changes in the Natividad Medical Center (Unit 9600) FY 2016-17 Adopted Budget, effective March 5, 2016; and
- e. Direct the Human Resources Department to Implement the Changes in the Advantage HRM System, effective March 5, 2016.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Adopt a Resolution to:

- a. Amend the Monterey County Personnel Policies and Practices Resolution No. 98-394 Appendix A to Add the New Classification of Hospital Interpreter Services Manager with Salary Range as Indicated in the Attached Resolution, effective March 5, 2016;
- b. Amend the Natividad Medical Center (Unit 9600) FY 2016-17 Adopted Budget to Approve Reallocation/Reclassification as Indicated by Position Numbers in the Attached Resolution, effective March 5, 2016;
- c. Authorize the Auditor-Controller to Incorporate the Approved Changes in the Natividad Medical Center (Unit 9600) FY 2016-17 Adopted Budget, effective March 5, 2016;
- d. Direct the County Administrative Office to Incorporate the Approved Position Changes in the Natividad Medical Center (Unit 9600) FY 2016-17 Adopted Budget, effective March 5, 2016; and
- e. Direct the Human Resources Department to Implement the Changes in the Advantage HRM System, effective March 5, 2016.

SUMMARY/DISCUSSION:

Natividad Medical Center commissioned an outside agency to conduct a classification study that revealed that the current incumbent be reclassified to a new classification of Hospital Interpreter Services Manager and that the prior classification of Hospital Medical Interpretation Coordinator be eliminated.

This action was approved by the Board of Supervisors on February 26, 2016 with an effective date of March 5, 2016. However, the Human Resources Department was unable to implement the action as worded in the previous board report, and advised NMC that a new report with additional language would need to be presented

to the Board of Supervisors for approval.

NMC was unable to present this to the Board of Supervisors prior to the end of FY 2015-16, due to the timing of notification falling within the black-out period for personnel actions. This report is now being presented with the recommended language needed to allow this reclassification to be implemented in the Advantage HRM System, with the same effective date as previously approved (March 5, 2016).

For the above reasons, it is recommended that your Board approve this action.

OTHER AGENCY INVOLVEMENT:

The Monterey County Human Resources Department advised NMC that this new report must be approved by the Board of Supervisors in order for the action to be implemented in the HRM System.

FINANCING:

The annualized increase of this action is approximately \$5,335.00, which was included in the Natividad Medical Center (Unit 9600) 2016-17 Adopted Budget.

This action does not impact the General Fund.

Prepared by:

Approved by:

Janine Bouyea
NMC Human Resources Administrator, NMC

Dr. Gary Gray
Chief Executive Officer, NMC

Dated: May 5, 2016

Attachments: Resolution

cc: Mike Miller, Auditor-Controller