



County of Monterey

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

Board Report

File #: RES 16-042, **Version:** 1

Adopt Resolution to:

- a. Amend Personnel Policies and Practices Resolution No. 98-394 and associated Appendices to amend the salary range of the classification of Assistant Director of Information Technology, as indicated in the attached Resolution;
- b. Authorize the Auditor-Controller and the County Administrative Office to incorporate these changes in the FY 2016-17 Budget; and
- c. Authorize the Human Resources Department to implement the changes in the Advantage HRM system.

RECOMMENDATION:

It is recommended, effective July 26, 2016, the Board of Supervisors take the following actions:

- a. Amend Personnel Policies and Practices Resolution No. 98-394 and associated Appendices to amend the salary range of the classification of Assistant Director of Information Technology, as indicated in the attached Resolution;
- b. Authorize the Auditor-Controller and the County Administrative Office to incorporate these changes in the FY 2016-17 Budget; and
- c. Authorize the Human Resources Department to implement the changes in the Advantage HRM system.

SUMMARY:

Upon completion of a wage study, it is recommended the salary range of the classification of Assistant Director of Information Technology be amended to a salary range that most accurately reflects the current labor market agency mean.

DISCUSSION:

On February 9, 2016, the Board approved the addition of an Assistant Director of Information Technology position allocation in the Information Technology Department's Budget. The addition of this position was intended to support succession planning efforts, and ensure continuity of services and leadership within the organization.

In reviewing internal salary data in preparation for recruitment efforts for the newly created position, it was discovered that the salary differential between the Division Manager- Information Technology class and Assistant Director of Information Technology class was only 3%, indicating salary compaction between the two classifications. Also, preliminary wage data that was gathered suggested that the current Assistant Director salary range was at least 8% below the comparable labor market agency mean, which could hinder the Department's ability to attract and retain quality candidates. For these reasons, the Information Technology Department requested that a wage study be conducted. On February 17, 2016, the Human Resources Department approved the wage study request and the wage study was initiated. The Information Technology Department began the recruitment to fill the position on February 22, 2016, noting in its advertisements that a salary review was in progress.

The wage study conducted identified that the current salary range for the Assistant Director of Information Technology was 10.18% below the comparable labor market agency data. As such, it is recommended that the

classification of Assistant Director of Information Technology be amended to reflect a salary range that closely represents the labor market mean and the County's existing compensation structure. In addition, the salary change will enable the Department to attract and retain quality candidates for this critical leadership position.

For these reasons, it is recommended that your Board approve these actions.

OTHER AGENCY INVOLVEMENT:

The Human Resources Department has reviewed and approved these proposed actions. County Counsel has approved to Form. The Budget Committee has reviewed and supports the proposed actions.

FINANCING:

This Assistant Director of Information Technology position is included in the Information Technology Department's FY 2016-17 Budget and rate structure.

Prepared by:

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Approved by:

Irma Ramirez-Bough, Director of Human Resources

Attachments: Resolution