



County of Monterey

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

Board Report

File #: RES 18-133, **Version:** 1

Adopt a Resolution to amend Personnel Policies and Practices Resolution No. 98-394 to amend Section B.6 Initial Probationary Period to clarify language related to probationary status as indicated in Attachment A.

RECOMMENDATION:

Adopt a Resolution to amend Personnel Policies and Practices Resolution No. 98-394 to amend Section B.6 Initial Probationary Period to clarify language related to probationary status as indicated in Attachment A.

SUMMARY/ DISCUSSION:

On December 1, 2009, your Board approved amending the Personnel Policies and Practices Resolution (PPPR) No. 98-394 to revise Section B.6 Initial Probationary Period. The amendment of the section was intended to clarify whether an employee serves a new probationary period when s/he returns to a previously held position. However, the language did not speak to whether an employee serves a new probationary period after having successfully passed probation when being appointed, demoted, promoted, reclassified, reemployed, reinstated or transferred to a new position. The County's practice since the amendment in December 2009 to Section B.6 2009 of the PPPR has been that employees do not serve a new probationary period once they have attained permanent status in a particular classification.

It recently came to the attention of the Human Resources Department that the language requires clarification in order to memorialize the practice and ensure Countywide consistency. The proposed amendment, as indicated in Attachment A, removes the language "who returns to a previously held position" to clarify that an employee who has held permanent status in a classification does not serve a new probationary period except in specified circumstances as described therein.

It is therefore recommended your Board approve the proposed amendment.

OTHER AGENCY INVOLVEMENT:

The County Counsel's office was consulted and concurs with the proposed amendment.

FINANCING:

There is no impact to the County General Fund with this action.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The recommended action addresses the Board of Supervisors' Administration Strategic Initiative and demonstrates the County's commitment to meeting the Board's initiatives by attracting, recruiting, and retaining a diverse, talented work force that supports the mission of Monterey County.

- ☐ Economic Development
- ☒ Administration
- ☐ Health & Human Services
- ☐ Infrastructure
- ☐ Public Safety

Prepared by: Kim Moore, Assistant Director of Human Resources, 755-5353

Approved by: Irma Ramirez-Bough, Director of Human Resources, 755-5043

Attachments:

Attachment A, Amend Personnel Policies and Practices Resolution (PPPR) Section B.6
Resolution