



County of Monterey

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

Board Report

File #: 21-195, **Version:** 1

Adopt a Resolution to:

- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to retitle the classification of Principal Risk and Benefit Analyst to Principal Risk Management Analyst, as indicated in Attachment A; and
- b. Direct the Human Resources Department to implement the changes in the Advantage HRM system.

RECOMMENDATION:

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

- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to retitle the classification of Principal Risk and Benefit Analyst to Principal Risk Management Analyst, as indicated in Attachment A; and
- b. Direct the Human Resources Department to implement the changes in the Advantage HRM system.

SUMMARY/DISCUSSION:

On March 20, 2012, the Board of Supervisors created the Human Resources Department, formerly a division within the County Administrative Office, and approved the transfer of the County's risk management responsibilities, staff, and budget from the County Administrative Office to the Office of County Counsel. Prior to March 2012, the Risk Management and Employee Benefits functions were a shared responsibility performed by the Risk and Benefit Analyst classification series in the County Administrative Office - Human Resources Division.

Currently, the Office of County Counsel has a critical need to fill the vacant Principal Risk and Benefit Analyst position as the risk management function is critical to the County particularly in the areas of general liability, worker's compensation and contract review. A request was submitted to review the Principal Risk and Benefits Analyst classification and, as a result, it was determined the title of Principal Risk and Benefit Analyst no longer reflects the current need and responsibilities of the position.

To that point, the Human Resources Department recommends retitling the Principal Risk and Benefit Analyst classification to Principal Risk Management Analyst as indicated in Attachment A. Retitling the classification will assist the County in recruiting and retaining qualified candidates.

The Human Resources Department will bring forward retitling the Risk and Benefit series at a later date.

OTHER AGENCY INVOLVEMENT:

The County Administrative Office and Office of County Counsel has reviewed and concur with the recommendations.

FINANCING:

There is no impact to the general fund in implementing these changes.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The proposed recommended actions address the Board of Supervisors Administration Strategic Initiative. The actions demonstrate the County's commitment to meeting the Board's initiatives in recruiting, retaining, and attracting a diverse, talented workforce 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

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

Attachments:
Board Report
Attachment A
Resolution