



County of Monterey

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

Board Report

File #: RES 22-004, **Version:** 1

Adopt a Resolution to:

- a. Amend Civil Rights Office Budget Unit 8505 - Fund 001 - Appropriation Unit CRO001 to reallocate one (1) Associate Equal Opportunity Analyst to one (1) Senior Equal Opportunity Analyst as indicated in Attachment A;
- b. Direct the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2021-22 Adopted Budget.

RECOMMENDATION:

It is recommended that the Board of Supervisors adopts a Resolution to:

- a. Amend Civil Rights Office Budget Unit 8505 - Fund 001 - Appropriation Unit CRO001 to reallocate one (1) Associate Equal Opportunity Analyst to one (1) Senior Equal Opportunity Analyst as indicated in Attachment A;
- b. Direct the County Administrative Office and the Auditor-Controller to incorporate the approved position changes in the FY 2021-22 Adopted Budget.

SUMMARY/DISCUSSION:

On September 29, 2020, the Board of Supervisors (BOS) accepted a grant award of \$150,000 from the California Endowment, to facilitate health and racial equity initiatives. One of the grant requirements is to create a position and a budget allocation for one FTE position. The BOS further requested the Health, Housing, Homelessness, and Human Services Committee to work with the Human Resources Department to create a position to support the Monterey County Governing for Racial Equity (GARE) Initiative and the Monterey County Racial Equity Action Plan.

The County Administrative Office, Human Resources Department and Civil Rights Office consulted to identify the most appropriate placement of the required duties to be performed within the County organizational structure. The review identified the most appropriate placement of the duties and function is the Civil Rights Office. The duties were found to align with the Senior Equal Opportunity Analyst classification. The Civil Rights Office currently has a vacant Associate Equal Opportunity Analyst which is recommended to be reallocated to a Senior Equal Opportunity Analyst.

The reallocated position, in addition to diversity, equity and inclusion work, will also support the current tasks of the Civil Rights Office: training, investigations, and equal opportunity plan implementation. If the Civil Rights Office determines that the GARE Initiative and the County's Racial Equity Plan requires a full-time position working exclusively on diversity, equity and inclusion tasks, or if a manager-type position is more appropriate, the Civil Rights Office will work collaboratively with the BOS Equal Opportunity Committee, the Health, Housing, Homelessness, and Human Services Committee, the County Administrative Office and the Human Resources Department, and other relevant departments to request a new full-time position within the Civil Rights Office.

OTHER AGENCY INVOLVEMENT:

The Board of Supervisors Budget Committee, County Administrative Office, Civil Rights Office, Health, Housing, Homelessness, and Human Services Committee concur with the recommendations.

FINANCING:

The salary and benefits increase for the Civil Rights Office Budget Unit 1080-8505 for the remainder of FY 2021-22 is approximately \$4,620 or \$10,009 annually and is anticipated to be absorbed within the departments existing appropriations. Current estimates indicated the department will be able to absorb the fiscal impact of this reallocation; however, if this should change in the future, the affected department will return to the Budget Committee to request an appropriation increase if needed.

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

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Attachments:

Attachment A

Resolution