



County of Monterey

Item No.

Board Report

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

Legistar File Number: RES 23-219

November 28, 2023

Introduced: 11/17/2023

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Resolution

Adopt a Resolution to:

- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A to adjust the base wage salary ranges of the Custodian and Senior Custodian as indicated in Attachment A effective December 2, 2023;
- b. Direct the Human Resources Department, County Administrative Office, and Auditor-Controller's Office to implement the changes in the Advantage Human Resources Management (HRM) system.

RECOMMENDATION:

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

- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A to adjust the base wage salary ranges of the Custodian and Senior Custodian as indicated in Attachment A effective December 2, 2023;
- b. Direct the Human Resources Department, County Administrative Office, and Auditor-Controller's Office to implement the changes in the Advantage Human Resources Management (HRM) system.

SUMMARY/DISCUSSION:

The Human Resources Department completed a base wage compensation study of the Custodian classification series. The Custodian classification series includes the Custodian and Senior Custodian classifications.

The base wage analysis of the County's comparable agencies found that, based on the duties performed, the salary of the benchmark classification of Custodian was matched to nine (9) of the ten (10) comparable agencies: The Counties of Alameda, Contra Costa, San Benito, San Luis Obispo, San Mateo, Santa Clara, Santa Cruz and Sonoma and the City of Monterey. After a thorough review and analysis of available data, no comparable match was identified in the City of Salinas. The base wage salary of the Custodian was found to be approximately 10.66% below the salary mean of the comparable agencies' classifications.

To promote the Human Resources Department's mission to make the County the employer of choice, the goal is to provide labor market competitive wages by setting base wages within five percent (5% = - 4.495% with rounding) of the average of the agencies identified. The County's Philosophy is to maintain a competitive compensation package that attracts and retains the highest quality candidates and employees to serve the community while maintaining sound fiscal standards.

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In accordance with the Compensation Philosophy, the base wage salary of the Custodian classification would need to be adjusted by approximately 10.66% at top step in order to align it with the labor market average and maintain the current spread in the series.

OTHER AGENCY INVOLVEMENT:

The Board of Supervisors Budget Committee and the Department of Social Services have reviewed and concur with the recommendation. In addition, Service Employees International Union (SEIU) Local 521 has been provided notice of the recommendation.

FINANCING:

The estimated impact to the Department of Social Services for the remainder of FY 2023-24 is approximately \$4,977 or \$8,532 annually. The Department will work to manage the increase within their FY 2023-24 adopted budget and will provide a report to the Board of Supervisors when the Budget End of Year Report (BEYR) is presented if they are experiencing budgetary challenges resulting from this cost increase.

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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Attachment:
Attachment A
Resolution