

**Before the Board of Supervisors in and for the  
County of Monterey, State of California**

- Resolution No.: PPPR Control No. 26-004 )  
HRM Control No. 26-004 )
- Adopts a Resolution to: )
- a. Amend Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to retitle the classifications of Inmate Services Specialist and Senior Inmate Services Specialist to Corrections Facility Support Specialist and Senior Corrections Facility Support Specialist and adjust the salary ranges effective in the current pay period beginning February 7, 2026, as indicated in Attachment A; )
  - b. Direct the Human Resources Department and the Auditor Controller's Office to implement the changes in the Advantage Human Resources Management (HRM) System. )

WHEREAS, the Human Resources Department contracted with independent consulting firm Management Strategies Group, a consulting division of Sloan Sakai Yeung & Wong LLP, to conduct multiple base wage studies which included a review of the Inmate Services Specialist classification series; and

WHEREAS, the results of the base wage study identified insufficient external matches for the benchmark classification of Inmate Services Specialist. Consistent with the County's Compensation Philosophy, an internal analysis was conducted; and

WHEREAS, the analysis determined the most comparable internal match was the Building Maintenance Worker classification. Based on this internal alignment, the Inmate Services Specialist classification would require an adjustment of approximately 13.77% at top step to align with the Building Maintenance Worker classification. Similarly, the Senior Inmate Services Specialist classification would require an adjustment of approximately 12.61% at top step to align with the Senior Building Maintenance Worker classification; and

WHEREAS, the Sheriffs Department requested to review and update the Inmate Services Specialist classification series to reflect the Board of State and Community Corrections standards; and

WHEREAS, to implement the recommendations, the actions require the Personnel Policies and Practices Resolution No. 98-394 Appendix A and B to be amended;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors in and for the County of Monterey as follows:

1. Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendices A and B are amended to retitle the classifications of Inmate Services Specialist and Senior Inmate Specialist to Corrections Facility Support Specialist and Senior Corrections Facility Support Specialist and adjust the base wage salary ranges effective in the current pay period beginning February 7, 2026, as follows:

Classification Title: <b>Corrections Facility Support Specialist</b>							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$27.702	\$29.226	\$30.834	\$32.529	\$34.319	\$36.035	\$37.836	70N10	19	SV M	9420	J	Non-Exempt
\$2,216.16	\$2,338.08	\$2,466.72	\$2,602.32	\$2,745.52	\$2,882.80	\$3,026.88						
\$4,802	\$5,066	\$5,345	\$5,638	\$5,949	\$6,246	\$6,558						

\*provided for information purposes only

Classification Title: <b>Senior Corrections Facility Support Specialist</b>							Class Code	WG *	EEO Cat*	W/C*	BU	FLSA Code*
Hourly, Bi-Weekly and Monthly Pay Rates												
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7						
\$30.458	\$32.134	\$33.901	\$35.766	\$37.732	\$39.619	\$41.600	72A40	16	SC	9420	J	Non-Exempt
\$2,436.64	\$2,570.72	\$2,712.08	\$2,861.28	\$3,018.56	\$3,169.52	\$3,328.00						
\$5,279	\$5,570	\$5,876	\$6,199	\$6,540	\$6,867	\$7,211						

\*provided for information purposes only

**BE IT FURTHER RESOLVED**, that the Board of Supervisors in and for the County of Monterey hereby directs the Human Resources Department and the Auditor Controller’s Office to implement the changes in the Advantage Human Resources Management (HRM) System.

PASSED AND ADOPTED on this \_\_\_\_ day of \_\_\_\_\_, 2026, by the following vote, to-wit:

- AYES:
- NOES:
- ABSENT:

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book\_\_ for the meeting on \_\_\_\_\_.

Dated: Valerie Ralph, Clerk of the Board of Supervisors  
County of Monterey, State of California

By \_\_\_\_\_, Deputy