



# County of Monterey

**Item No.**

## Board Report

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

**Legistar File Number: RES 23-197**

**November 28, 2023**

**Introduced:** 10/17/2023

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** BoS Resolution

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Adopt Resolution to:

- a. Amend Personnel Policies and Practices Resolution No. 98-394 Appendix A to adjust the salary ranges of the Hospital Revenue Cycle Examiner classification as indicated in Attachment A effective November 18, 2023; and
- b. Direct the Human Resources Department to implement the changes in the Advantage Human Resources Management System.

### **..Report**

#### RECOMMENDATION:

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

- a. Amend Personnel Policies and Practices Resolution No. 98-394 Appendix A to adjust the salary ranges of the Hospital Revenue Cycle Examiner classification as indicated in Attachment A effective November 18, 2023; and
- b. Direct the Human Resources Department to implement the changes in the Advantage Human Resources Management System.

#### SUMMARY/DISCUSSION:

A base wage compensation study of the Hospital Revenue Cycle Examiner classification was requested by Natividad Medical Center (NMC) administrative staff. The reasons cited for the request were recruitment difficulties and to check for salary alignment with the County's comparable agencies identified in the County's Compensation Philosophy approved in December 2021.

The base wage analysis of the County's hospital comparable agencies found that based on the duties performed, the Hospital Revenue Cycle Examiner classification was matched to three (3) of the six (6) hospital comparable agencies: Alameda Health System, Salinas Valley Health and Santa Clara Valley Medical Center. After a thorough review and analysis of available data, no comparable matches were identified at Contra Costa Regional Medical Center, Hazel Hawkins or San Mateo Medical Center. The Hospital Revenue Cycle Examiner classification is approximately 16.31% below the salary mean of the comparable agency's classifications.

To promote the County as 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.

Therefore, in accordance with the County's Compensation Philosophy, the base wage salary of the Hospital Revenue Cycle Examiner classification would need to be adjusted by approximately 16.31% at top step in order to align with the labor market average.

OTHER AGENCY INVOLVEMENT:

The Human Resources Department concurs with the recommendations. Service Employees International Union (SEIU) Local 521 has been notified of the recommendations.

FINANCING:

The salary and benefits increased costs for the current positions (1.0 FTE filled) budgeted for the remainder of Fiscal Year 2023-24 is approximately \$7,963 and then \$12,939 annually thereafter. The funding for personnel costs is provided by NMC's enterprise fund comprised of patient services revenues received from commercial insurance, state, and federal government agencies. This action does not impact the General Fund.

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

Charles R. Harris  
Charles R. Harris, M.D., Chief Executive Officer

11/17/23  
Date