



County of Monterey

Item No.

Board Report

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

Legistar File Number: 25-046

January 28, 2025

Introduced: 1/17/2025

Current Status: Agenda Ready

Version: 1

Matter Type: General Agenda Item

Authorize the advancement of Debbie Paolinelli from Step 6 to Step 7 of the Assistant County Administrative Officer salary range, in accordance with Personnel Policies and Practices Resolution No. 98-394 Section A.1.11.5. Waiver for Unusual Circumstances, effective January 25, 2025.

RECOMMENDATION:

It is recommended that the Board of Supervisors authorize the advancement of Debbie Paolinelli from Step 6 to Step 7 of the Assistant County Administrative Officer salary range, in accordance with Personnel Policies and Practices Resolution No. 98-394 Section A.1.11.5. Waiver for Unusual Circumstances, effective January 25, 2025.

SUMMARY/DISCUSSION:

Debbie Paolinelli was hired as an Assistant County Administrative Officer in October 2023. She joined the County of Monterey after multiple years in leadership positions with increased responsibility executed with skill, deliberation, and expertise. Since assuming the position, she has implemented a variety of operational enhancements that have improved communication and collaboration with the County's offices and departments, local jurisdictions, and partnering agencies. Her demonstrated skill, expertise, and well-established leadership role has and will continue to provide significantly to the County.

Your Board's approval of the recommended action will advance Ms. Paolinelli from Step 6 to Step 7, approximately X months in advance, as it is just and proper given her capabilities and required expertise for the range of responsibilities which she has successfully executed. The County Administrative Officer respectfully requests approval of the recommended action in accordance with Personnel Policies and Practices Resolution (PPPR) No. 98-394, Section A.1.11.5, which states:

"In any case where, by reason of unusual circumstances, rigid adherence to the principles related to salary adjustment set forth above would otherwise cause a manifest injustice, the Board of Supervisors may, upon written request of the County Administrative Officer, authorize the advancement of an employee to such step in the employee's salary range as the Board of Supervisors determines to be just and proper."

OTHER AGENCY INVOLVEMENT:

The Human Resources Department concurs with recommended action.

FINANCING:

The FY 2024-25 Recommended Budget includes funding for the Assistant County Administrative Officer position at Step 6. The recommended step advancement will result in an increased cost of \$6,999 during the fiscal year. The office will manage any impacts within its operational budget.

Prepared by: Karina Bokanovich, Management Analyst

Approved by: Andreas Pyper, Director of Human Resources
Sonia M. De La Rosa, County Administrative Officer