



County of Monterey

Item No.

Board Report

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

Legistar File Number: BC 25-092

September 24, 2025

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Matter Type: Budget Committee

- a. Consider supporting the amendment of Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to adjust the base wage salary range of the Registrar of Voters classification as indicated in attachment A; and
- b. Consider supporting the Human Resources Department to implement the changes in the Advantage HRM system.

RECOMMENDATION:

It is recommended that the Budget Committee support the following actions:

- a. Consider supporting the amendment of Personnel Policies and Practices Resolution (PPPR) No. 98-394 Appendix A and B to adjust the base wage salary range of the Registrar of Voters classification as indicated in attachment A; and
- b. Consider supporting the Human Resources Department to implement the changes in the Advantage HRM system.

SUMMARY:

A base wage compensation study on the Registrar of Voters classification was conducted by independent consulting firm Regional Government Services (RGS). The results of the base wage analysis identified the classification is below the market of the County's comparable agencies by 23.79%. The Human Resources Department recommends the Budget Committee consider supporting an adjustment to the base wage salary in order to align with the labor market average in accordance with the County Compensation Philosophy.

DISCUSSION:

The County Administrative Office requested the Human Resources Department to contract with independent consulting firm Regional Government Services (RGS) to complete a base wage compensation study of the Registrar of Voters classification.

RGS conducted the study in accordance with County of Monterey's Compensation Philosophy. RGS reports that the base wage analysis of the County comparable agencies found that, based on the duties performed, the classification of Registrar of Voters was matched to three (3) of the ten (10) comparable agencies: the Counties of Alameda, Santa Clara, and Sonoma. No comparable matches were identified in the Counties of Contra Costa, San Benito, San Luis Obispo, San Mateo, or Santa Cruz, nor in the Cities of Monterey and Salinas. The Registrar of Voters was found to be approximately 23.79% 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.

The Human Resources recommends implementing the base wage adjustment in the same manner the prior Department Head base wage studies were implemented for Fiscal Year 2025-26 as follows: In the first year the amount below market will be adjusted such that it will bring the base wage to 20% below market which will be approximately 3.79%. In addition, the remaining 20% will be implemented over a four-year period, with 25% paid beginning the first full pay period following Board approval and each following year paid in the first full pay period of July. As a result, the year one total increase will be 8.79% beginning the first full pay period following Board of Supervisors approval.

Therefore, in accordance with the Compensation Philosophy, the Human Resources Department recommends the Budget Committee support adjusting the base wage salary of the Registrar of Voters classification as outlined above in order to align with the labor market average.

OTHER AGENCY INVOLVEMENT/COMMITTEE ACTIONS:

The County Administrative Office concur with the recommendations.

FINANCING:

The salary and benefits increase resulting from this change for the Elections Department is approximately \$17,543 for the remainder of FY 2025-26. The Department will attempt to absorb the increase within their budget and will report back to the Budget Committee and Board of Supervisors if any budgetary challenges arise. Subsequent annual increases will be addressed in future year's budgets through the annual budget process.

Prepared by: Kim Moore, Assistant Director of Human Resources, x5353

Approved by: Andreas Pyper, Director of Human Resources, x5043

Attachment:

Attachment A