



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** HUMAN RESOURCES

**File #:** 21-874

Board Meeting Date: 11/9/2021

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors  
**From:** Rocio Kiryczun, Human Resources Director  
**Subject:** Recommended Revision to the Master Salary Resolution

**RECOMMENDATION:**

Adopt a resolution authorizing an amendment to Master Salary Resolution 078309 to delete one position, add one position, and reclassify one position; and accept the updated report of biweekly salaries by classification.

**BACKGROUND:**

On July 13, 2021, your Board adopted Master Salary Resolution 078309 which specifies the number of and providing compensation and benefits for persons employed by the County of San Mateo, sets appropriate rules and regulations and repeals all inconsistent ordinances and resolutions. Throughout the year, the salary resolution is amended from time to time to meet the needs of the County.

**DISCUSSION:**

The salary resolution changes herein represent the:

- deletion of one position;
- addition of one position; and
- reclassification of one position.

This amendment to the resolution has been reviewed and approved by the County Counsel's Office as to form. The specific actions are discussed in detail below.

**66000 SAN MATEO MEDICAL CENTER**

**Action A:** Delete: One position of F009S, Patient Care Series (Psychiatric Nurse)  
Biweekly Salary: \$4,759.20 - \$5,624.80

Add: One position of F012, Charge Nurse  
Biweekly Salary: \$5,227.20 - \$6,178.40

**Explanation:** This is the deletion of one vacant Psychiatric Nurse position and the addition of one Charge Nurse position. The latter classification is better aligned to the needs of the department's Psychiatric Emergency Services, a 24-hour operations unit. This action represents a monthly salary and benefits cost of \$1,835. There is no change in the total number of authorized positions.

**Action B:** Reclassify: One position of D155, Medical Director  
Biweekly Salary: \$9,148.00 - \$11,434.40

To: One position of D231, Chief Quality and Experience Officer  
Biweekly Salary: \$9,230.40 - \$11,537.60

**Explanation:** This is the reclassification of one filled Medical Director position to Chief Quality and Experience Officer per the recommendation of a classification study that was conducted on the position. This action represents a monthly salary and benefits cost of \$343. There is no change in the total number of authorized positions.

#### **Financial Impact on County's Retirement System**

The reclassification in Org 66000, Action B has no financial impact on the County's Retirement System as the incumbent is currently in General Plan 7 (PEPRA).

#### **FISCAL IMPACT:**

These actions represent an estimated monthly salary and benefits cost of \$2,177 or an annual cost estimate of \$26,128.