



## Legislation Text

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**File #:** 19-1283, **Version:** 1

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Probation Department recommending the Board to adopt and authorize the Chair to sign Resolution **159-2019** granting approval of the temporary amendment to Board of Supervisors Policy D-1 Travel, V A.1, for a period of ninety (90) days. (Est. Time: 10 Min.)

**FUNDING:** General Fund.

### **DISCUSSION / BACKGROUND**

On June 30, 2019, the Placerville Juvenile Hall was closed. Prior to that date, all juveniles were rehoused in the Juvenile Treatment Center (JTC) in South Lake Tahoe, increasing the average daily population. In order to comply with revised staffing levels as required in Title 15, Section 1321, personnel that had previously worked at the Placerville Juvenile Hall were transferred to the Juvenile Treatment Center in South Lake Tahoe; many of these officers live on the western slope of the County and beyond.

As a result of various medical leaves and light duty restrictions associated with both personal and industrial injuries, 32% of existing staff are unavailable to cover supervision shifts in the facility. To help ensure adequate staffing levels; effective August 17, 2019, and carrying forward for a period of 90 days thereafter, the Chief Probation Officer enacted a mandatory overtime schedule in accordance with language in the MOU. All Deputy Probation Officers - Institutions will work an additional 16 hours each pay period for a total of 96 hours. In addition to the mandatory overtime schedule, additional shifts will need to be covered using either extra-help employees (residing on the West Slope) or Deputy Probation Officers (field - West Slope and SLT) volunteering to cover vacant shifts.

Currently the Board of Supervisors (BOS) Policy D-1 Travel allows for employees who are assigned to the Western Slope of the County and required to work in South Lake Tahoe to be reimbursed actual and necessary expenses. Policy D-1 Travel Section V.A.1.:

*Travelers are not eligible to claim reimbursement for lodging for in-County travel, unless authorized by a department head or designee when assigned activities require the traveler to spend one or more nights in an area of the County that is distant from their place of residence (e.g., western slope County Employee assigned to a 2-day activity in South Lake Tahoe).*

Department staff is requesting the Board temporarily amend for the purpose of JTC coverage Section V.A.1. of Policy D-1 Travel to include full-time and extra-help employees assigned to work in the Juvenile Treatment Center who are scheduled to work 96 hour pay periods with less than 12 hours of "off duty" time between shifts. This amendment would be in effect for 90 days. The current conditions and requirements of staff are creating a potential safety hazard for both staff and detained youth when deputies are working or commuting in a depleted state due to insufficient rest periods associated with increased on-duty hours and extended commutes.

Analysis of current utilization for JTC coverage within the County travel policy, demonstrates the

department is averaging 16 bed nights per month, with mileage and meal per diem at a cost of approximately \$5,300. To mitigate the increased cost of additional bed nights, the department will seek additional housing alternatives which will be brought before the Board as soon as feasible.

### **ALTERNATIVES**

Regardless of the decision by the Board to augment the travel policy additional overtime hours will be required to meet the minimum staffing requirements of Title 15, Section 1321.

### **PRIOR BOARD ACTION**

Adoption of Policy D - 1 Travel on December 22, 1987.

### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Chief Administrative Office

### **CAO RECOMMENDATION / COMMENTS**

Approve as recommended

### **FINANCIAL IMPACT**

Impact to Net County Cost; the Department will utilize in class savings for lodging and meal per diem and seek additional housing alternatives. The Department will utilize salary savings to cover additional overtime wages.

### **CLERK OF THE BOARD FOLLOW UP ACTIONS**

1) The signed Resolution is to be filed by the Board Clerk's office and a certified copy will be forwarded to the Probation Department.

### **STRATEGIC PLAN COMPONENT**

N/A

### **CONTACT**

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