



## Legislation Text

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**File #:** 21-0708, **Version:** 1

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Probation Department recommending the Board:

- 1) Authorize the continued underfill of the Senior Deputy Probation Officer- Institutions classification at the Juvenile Treatment Center; and
- 2) Adopt and authorize the Chair to sign Resolution **051-2021** authorizing the Probation Department's ongoing underfill of the Senior Deputy Probation Officer Institutions positions with Deputy Probation Officer- Institutions, through June 30, 2023.

**FUNDING:** General Fund.

### **DISCUSSION / BACKGROUND**

The Placerville Juvenile Hall (JH) was closed effective June 30, 2019, and juvenile detention operations were consolidated to the South Lake Tahoe Juvenile Treatment Center (JTC) (Item 19-0622, 4/30/19, #32, Resolution 064-2019).

Since closure of the JH, the JTC Senior Deputy Probation Officer (Sr. DPO) Institutions classification has experienced staff turnover from retirement, termination, and accepting employment with neighboring counties. Normal practice, as provided in the Personnel Rules, is to adjust a department's personnel allocation to match filled positions during the Recommended Budget process; however, to meet the Probation Department's (Probation) operational needs the extension of three Sr. DPO underfills was authorized in the FY 2020-21 Recommended Budget. The unanticipated retirement of another Sr. DPO Institutions necessitated an additional underfill. (Item 20-0802, 6/30/20, #25).

The Sr. DPO positions must be filled to maintain the number of officers required under Title 15 to staff the JTC. Positions are currently filled by Deputy Probation Officers (DPO) Institutions. Probation desires to retain the higher level positions due to potential effects of the Divisions of Juvenile Justice realignment and the potential for provision of specialized treatment programs to counties throughout the state. Additionally, the County is currently planning to build and open a new Juvenile Hall facility in Placerville. Personnel Rules state that requests may be underfilled with related classifications that contain a substantial portion of the duties listed in the class specifications for the authorized position; the position may be underfilled when there are no qualified candidates to fill the vacant position at the higher level or a critical departmental reason exists; and an appointment to underfill a position may last until the next budget cycle, but in no event longer than one year.

This resolution will allow Probation to continue to underfill the Sr. DPO Institutions classification on an as-needed basis through June 30, 2023. Probation will fill the classifications prior to that date.

### **ALTERNATIVES**

The Board could choose not to approve the request and direct Probation make revisions or conduct additional analysis.

### **PRIOR BOARD ACTION**

See Discussion/Background

**OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Human Resources

**CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

**FINANCIAL IMPACT**

Until such time that the Senior Deputy Probation Officer Institutions positions are filled, this underfill will reduce Probation's General Fund Costs for each fiscal year through Fiscal Year 22/23.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

- 1) Clerk of the Board to obtain signature of Chair on the attached Continued Senior Deputy Probation Officer Institutions Underfill Resolution.
- 2) Clerk of the Board to return one (1) certified copy of the signed Resolution to the Probation Department, attention to Jackie Cook.
- 3) Clerk of the Board to submit one (1) certified copy of the signed Resolution to Human Resources, attention to Elise Hardy.

**STRATEGIC PLAN COMPONENT**

Good Governance

**CONTACT**

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