



Legislation Details (With Text)

File #: 16-0987 **Version:** 1
Type: Agenda Item **Status:** Approved
File created: 9/19/2016 **In control:** Board of Supervisors
On agenda: 3/21/2017 **Final action:** 3/21/2017
Title: Human Resources recommending the Board adopt and authorize the Chair to sign Resolution 052-2017 establishing the salary schedule and bargaining unit for the new classifications, Probation Transport Driver and Probation Assistant.

FUNDING: Public Safety Realignment and General Fund (no Net County Cost increase).

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - Probation Transport Driver Job Spec 3-21-17, 2. B - Probation Assistant Job Spec 3-21-17, 3. C - Reso to Add Prob Asst - Trans Driver 3-21-17, 4. Executed Resolution 052-2017

Date	Ver.	Action By	Action	Result
3/21/2017	1	Board of Supervisors	Approved	Pass

Human Resources recommending the Board adopt and authorize the Chair to sign Resolution **052-2017** establishing the salary schedule and bargaining unit for the new classifications, Probation Transport Driver and Probation Assistant.

FUNDING: Public Safety Realignment and General Fund (no Net County Cost increase).

DEPARTMENT RECOMMENDATION

The Probation Department requested, and Human Resources is recommending, the creation of a non-sworn Probation Transport Driver. This classification will provide transport services to both adult and juvenile clients as required. Services could range from transporting clients from specific pickup locations (not currently accessible through public transportation) to the Shingle Springs Community Corrections Center (CCC) supporting direct adult offender services. This position will also transport juveniles to Juvenile Court, Placements, or appointments both inside and outside the County as needed or ordered by the Court. The Department will initially utilize this classification as extra-help on an "as-needed" basis and potentially increase it to a permanent full-time position as services expand and funding is identified. This classification is distinguished from the Mental Health Transportation Officer in that the clientele are specific to Probation (both adult and juvenile) and will enhance the Department's ability to more economically and efficiently get clients to services. Though no fiscal impact is identified at this time, this position will significantly reduce the need for sworn staff to perform this function allowing them to focus on critical evidence based supervision activities and avoid excessive overtime.

The Probation Department also requested, and Human Resources is recommending, the creation of a non-sworn Probation Assistant classification. This classification could be assigned to complete ministerial tasks associated with the supervision of low risk felony caseloads, ministerial tasks associated with deferred entry of judgment caseloads, processing tasks associated with summary restitution investigations, completing risk and needs assessment, collecting urinalysis tests, checking

in clients for Community Corrections Center (CCC) services, and other duties to support the CCC, Adult and Juvenile Services. This classification would be non-sworn and fall within the Local 1 bargaining unit similar to the Sheriff's Community Services Officer. As a non-sworn position it would not be armed or be required to obtain the level of training mandatory for sworn positions. The classification of Probation Assistant is used throughout the State.

DISCUSSION / BACKGROUND

N/A

ALTERNATIVES

N/A

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Human Resources approves job specifications, rate of pay, and bargaining unit designation. EDCEA Local #1 and EDCPOA have been notified.

CAO RECOMMENDATION

CAO recommends approval of the Human Resources Department's recommendation.

FINANCIAL IMPACT

Probation Transport Driver: No impact on net County cost. Funding has been approved by the Community Corrections Partnership (CCP) and BOS for FY 2016/2017 for transportation costs related to the El Dorado County Public Safety Realignment Implementation Plan "Sixth Year" FY 2016/17. In addition, the Department has budgeted extra-help in both juvenile detention facilities.

Probation Assistant: No impact on net County cost. Funding has been approved by the BOS for FY 2016/2017 for the cost of 1 FTE Probation Assistant that was added as a result of deleting 1 FTE vacant Deputy Probation Officer (DPO) position. During the course of the next several years (through attrition, currently unfunded Deputy Probation Officer (DPO) vacancies or newly funded grant positions) the Department foresees the potential to replace an estimated five (5) DPO II positions with the Probation Assistant. At a savings rate of approximately \$25,000 per position, this could eventually result in annual Department salary savings of up to \$125,000.

CLERK OF THE BOARD FOLLOW UP ACTIONS

Provide Human Resources with a copy of the fully executed Resolution.

STRATEGIC PLAN COMPONENT

Good Governance and Public Safety

CONTACT

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