



Legislation Details (With Text)

File #: 22-1480 **Version:** 1

Type: Agenda Item **Status:** Approved

File created: 8/10/2022 **In control:** Board of Supervisors

On agenda: 8/30/2022 **Final action:** 8/30/2022

Title: Probation Department recommending the Board adopt and authorize the Chair to sign Resolution 136-2022 to:
1) Delete two (2.0 FTE) vacant Deputy Probation Officers I/II allocations and one (1.0 FTE) vacant Executive Assistant allocation with confidential designation;
2) Add two (2.0 FTE) Sr. Deputy Probation Officer allocations and one (1.0 FTE) Administrative Analyst I/II; and
3) Designate the bargaining unit of the abovementioned 1.0 FTE Admin Analyst I/II allocation in the Probation Department as CO (Confidential).

FUNDING: General Fund (100%).

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - Resolution Routing Sheet, 2. B - Resolution, 3. Executed Resolution 136-2022

Date	Ver.	Action By	Action	Result
8/30/2022	1	Board of Supervisors	Approved	Pass

Probation Department recommending the Board adopt and authorize the Chair to sign Resolution **136-2022** to:

- 1) Delete two (2.0 FTE) vacant Deputy Probation Officers I/II allocations and one (1.0 FTE) vacant Executive Assistant allocation with confidential designation;
- 2) Add two (2.0 FTE) Sr. Deputy Probation Officer allocations and one (1.0 FTE) Administrative Analyst I/II; and
- 3) Designate the bargaining unit of the abovementioned 1.0 FTE Admin Analyst I/II allocation in the Probation Department as CO (Confidential).

FUNDING: General Fund (100%).

DISCUSSION / BACKGROUND

On June 21, 2022, the Board of Supervisors approved the Fiscal Year 2022-23 Personnel Allocation Resolution 099-2022 (Item 22-0987, Agenda #3).

The following changes were requested in the Probation Department's Fiscal Year 2022-23 Recommended Budget, but further information was required before the allocations could be changed:

- 1) Delete two (2.0) Full Time Equivalent (FTE) Deputy Probation Officer I/II allocations; and
- 2) Add two (2.0) FTE Sr. Deputy Probation Officer allocations.

The changes were not included in the Recommended Budget Personnel Allocation list for Board approval.

The addition of two Senior Deputy Probation Officers in our Field Offices will increase continuity in

the Administrative and Evidence Based Practices Coordinator (lead) assignments within the Operations Support Division.

Probation is currently allocated one (1) Full Time Equivalent Executive Assistant. Over the past few years, Probation has expanded the Executive Assistant duties due to emerging needs.

Probation desires to fill the vacant Executive Assistant allocation with an Administrative Analyst, whose duties align more closely with those that are needed in the department. Additionally, Probation is requesting Confidential status for the Administrative Analyst allocation as this position will be dealing with labor union negotiations, personnel, and internal department affairs.

Probation is recommending the Board approve the above allocation changes via amendment to the Authorized Personnel Allocation Resolution (099-2022).

The Human Resources Department developed the attached Personnel Allocation Resolution which was approved by County Counsel on August 8, 2022.

ALTERNATIVES

The Board could decline to adopt and authorize the Chair to sign the attached Resolution to Amend the Personnel Allocation, thereby retaining the current allocations.

PRIOR BOARD ACTION

06/21/2022, Item 22-0987, Agenda #3 - FY 2022-23 Personnel Allocation Resolution

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Human Resources; El Dorado County Probation Officers Association; El Dorado County Employees' Association, Local 1, AFSCME Council 57

CAO RECOMMENDATION

Approve as recommended.

FINANCIAL IMPACT

There is no Net County Cost associated with the addition of these three allocations. Funding for the positions was included in Probation's FY2022-23 budget.

CLERK OF THE BOARD FOLLOW UP ACTIONS

- 1) Obtain signature of Chair on Resolution.
- 2) Provide one (1) certified Resolution to Human Resources attn: Heather Andersen and one (1) certified Resolution to Probation attn: Jackie Cook.

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

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