



## Legislation Text

---

**File #:** 20-0802, **Version:** 1

---

Probation Department recommending the Board authorize the continued underfill of one Senior Deputy Probation Officer allocation with a Deputy Probation Officer I/II into FY 2020-21.

**FUNDING:** General Fund.

### **DISCUSSION / BACKGROUND**

The Probation Department's (Probation) juvenile facilities' staffing structures have undergone many changes in the past year.

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

Due to closure of the JH, the dual-level management structure of the Juvenile Facilities was no longer required. An amendment to Probation's Authorized Personnel Allocations was made on August 13, 2019 (Item 19-0919, #15). The amendment further restructured management of the Juvenile Detention Facilities and approved the addition of the Superintendent - Institutions position.

The JTC has experienced an unanticipated retirement of a Sr. Deputy Probation Officer (Sr DPO). Currently there are no eligible, interested, or promotable candidates for the Sr DPO vacancy. However, the position must be filled to maintain the number of officers required under Title 15 to staff the JTC. Probation intends to run a Sr DPO recruitment, and it is anticipated there will be candidates that meet the minimum qualifications of the Sr DPO position in the Fall of this year. In order to ensure adequate staffing and coverage and to minimize additional overtime wages that would be caused by leaving this position vacant; taking into consideration the previously mentioned changes, Probation feels at this time the vacant position can best be filled with a Deputy Probation Officer I/II.

The normal practice, as provided in the Personnel Rules, is to adjust a Department's personnel allocations to match filled positions during the Recommended Budget process; however, to meet the Department's operational needs the extension of three Sr. Deputy Probation Officer underfills was authorized in the FY 2020-21 Recommended Budget. As noted above, however, the unanticipated retirement of one additional Sr. Deputy Probation Officer necessitates an additional underfill.

### **ALTERNATIVES**

This is an informational item only.

### **PRIOR BOARD ACTION**

See Discussion/Background

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

Chief Administrative Office

**CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

**FINANCIAL IMPACT**

This underfill will reduce Probation's General Fund Costs for a portion of Fiscal Year 2020-2021.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

N/A

**STRATEGIC PLAN COMPONENT**

Good Governance

**CONTACT**

Jackie Cook, Administrative Analyst, 530-621-5588