



SHERIFF'S OFFICE
COUNTY OF HUMBOLDT

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For the meeting of: **November 14, 2014**

Date: October 28, 2014
To: BOARD OF SUPERVISORS
From: MICHAEL DOWNEY, SHERIFF
Subject: DIFFERENTIAL PAY AS ACTING CORRECTIONAL LIEUTENANT FOR SHERIFF'S COMPLIANCE OFFICER DUANE CHRISTIAN AND ACTING CORRECTIONAL SUPERVISOR FOR SENIOR CORRECTIONAL OFFICER TIM HAMMER

RECOMMENDATION(S):

That the Board of Supervisors:

1. Authorize Sheriff's Compliance Officer Duane Christian to be compensated at the rate of Correctional Lieutenant beginning November 9, 2014, and continuing for a period of 180 days, or until the Correctional Lieutenant returns to work, pursuant to AFSCME MOU Article 12.4.1 Acting Supervisor;
2. Authorize Senior Correctional Officer Tim Hammer to be compensated at the rate of Correctional Supervisor beginning November 9, 2014, and continuing for a period of 180 days, or until the Correctional Supervisor returns to the position, pursuant to AFSCME MOU Article 12.4.1 Acting Supervisor

SOURCE OF FUNDING: General

DISCUSSION:

One of the Correctional Lieutenants in the Custody Services Division of the Sheriff's Office is on approved leave. The position manages 4 Correctional Supervisors, 19 Senior Correctional Officers and approximately 65 Correctional Officer positions that run the day-to-day operations inside the Correctional Facility. It is imperative to the efficient operations of the Correctional Facility to fill this position. Effective November 9, 2014, Sheriff's Compliance Officer Duane Christian was assigned the principle duties of the Correctional Lieutenant and should be paid as if he was promoted to Correctional Lieutenant. The AFSCME MOU Article 12.4.1 Acting Supervisor requires Board approval to pay salary differential if the assignment exceeds twenty consecutive work days. Therefore, we are requesting that the Board authorize Officer Christian to receive Correctional Lieutenant wages for a period of 180 days, or until the Correctional Lieutenant returns to work.

Prepared by *[Signature]*

CAO Approval *[Signature]*

REVIEW:	Auditor <u><i>[Signature]</i></u>	County Counsel _____	Personnel <u><i>[Signature]</i></u>	Risk Manager _____	Other _____
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TYPE OF ITEM:

Consent

Departmental

Public Hearing

Other _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT

Upon motion of Supervisor *Fennell*

Seconded by Supervisor *Buss*

And unanimously carried by those members present,

The Board hereby adopts the recommended action contained in this report.

PREVIOUS ACTION/REFERRAL:

Board Order No. _____

Meeting of: _____

Dated: *November 14, 2014*

Kathy Hayes, Clerk of the Board

By: *[Signature]*

As a result of the above mentioned acting assignment, a Correctional Supervisor is temporarily being assigned at the same pay range to the vacant Sheriff's Compliance Officer position. Consequently, a vacant Correctional Supervisor position must be filled. The Correctional Supervisor is tasked with supervising up to 21 Correctional Officers who ensure the safety and security within the facility. Effective November 9, 2014, Senior Correctional Officer Tim Hammer was assigned the principle duties of the Correctional Supervisor and should be paid as if promoted to Correctional Supervisor. The AFSCME MOU Article 12.4.1 Acting Supervisor requires Board approval to pay salary differential if the assignment exceeds twenty consecutive work days. Therefore, we are requesting that the Board authorize Officer Hammer to receive Correctional Supervisor wages for a period of 180 days, or until the Correctional Supervisor returns to the vacant position.

FINANCIAL IMPACT:

The assignment to Acting Correctional Lieutenant will cost an additional \$228.28 each pay period and Acting Correctional Supervisor will cost an additional \$101.81 each pay period. There is sufficient salary savings to cover these increases. The recommendations before the Board support the Board's Strategic Framework, Core Roles by enforcing laws and regulations to protect residents

OTHER AGENCY INVOLVEMENT: None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to pay Acting Supervisor wages for these positions and leave the positions vacant. However, this is not recommended as these supervisory positions ensure the safety and security of employees and inmates in the Correctional Facility.

ATTACHMENTS: None

MD:kf
agndiffpay