



COUNTY OF HUMBOLDT

For the meeting of: 6/28/2022

File #: 22-701

To: Board of Supervisors

From: Sheriff

Agenda Section: Consent

SUBJECT:

Temporary Allocation of Eight Senior Correctional Deputy Positions (Salary Class 0421, Salary Range 410) and Supplemental Budget (4/5 Vote)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Authorize eight temporary Senior Correctional Deputy position allocations (salary class 421, salary range 410) in Budget Unit 1100-243 to become effective with the pay period beginning April 17, 2022 and ending Oct. 15, 2022.
2. Approve the Supplemental Budget request for budget unit 1100-243 Correctional Facility (Attachment 1) (4/5 vote required).

SOURCE OF FUNDING:

Sheriff State Asset Forfeiture (3642-000)

DISCUSSION:

A persistent shortage of Correctional Deputies in the Humboldt County Sheriff's Office Custody Services Division has forced mandatory overtime. With the recent equity increases and an aggressive hiring campaign, HCSO has been successful in recruiting new Correctional Deputies to fill some of the vacant positions in the Correctional Facility. There are currently thirteen trainees in various stages of the field training program with an anticipated four to six starting on within the next month.

The field training program for a newly hired Correctional Deputy is typically 13 weeks and each new hire is assigned to a Senior Correctional Deputy who provides that training. While the facility has several already filled Senior Correctional Deputy positions, the result of the successful recruitment campaign has created a significant shortage of qualified training officers needed. In order to adequately meet the training needs of the new hires in the next 6 months, the Sheriff's Office is requesting eight temporary Senior Correctional Deputy allocations (salary class 0421, range 410).

This will provide the open allocations necessary to work current qualified Correctional Deputy II employees in an Out-of-Class Assignment in accordance with Section 12.6 of the AFSCME MOU. An

assigned Correctional Deputy II will work in a temporary out-of-class assignment as a trainer with a new recruit through the field training program. The department has identified Correctional Deputy II employees who are qualified to fill the field trainer positions on a temporary basis and no additional permanent positions will need to be added.

If approved, the eight temporary Senior Correctional Deputy positions will be retroactively effective with the pay period beginning April 17, 2022 and end on October 15, 2022. This temporary out-of class assignment to Senior Correctional Deputy will provide an increase in base salary for the period of time each Correctional Deputy II is providing training and will avoid deputies working out of class without appropriate compensation. At the end of the temporary assignment, each of the eight Senior Correctional Deputies will return to regular duties as a Correctional Deputy II.

FINANCIAL IMPACT:

The salary difference between the Correctional Deputy II (salary class 0424, range 348) and Senior Correctional Deputy (salary class 0421, range 410) is \$148.60 per week, including benefits, for each training officer. This equates to approximately \$3,863.00 per training officer for the six month period or a total of \$30,904 for eight training officers for the duration of the temporary assignment.

This request crosses over two fiscal years. For FY2021-22, the temporary assignment is 11 weeks which equates to \$1,635 per training officer for a total of \$13,080 for the eight training officers. This increase will be paid by Sheriff's State Asset Forfeiture from fund 3642. A supplemental budget is attached. For FY2022-23, it is 15 weeks which equates to \$2,229 per training officer for a total of \$17,832 for the eight training officers. This increase will be paid by Sheriff's State Asset Forfeiture from fund 3642 and a supplemental budget will be brought back to your board for FY 2022-23 to cover this expense.

Since the increased expense will be covered by Sheriff's State Asset Forfeiture, there is no impact to the General Fund.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by investing in county employees .

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could deny this request for eight (8) temporary Senior Correctional Deputy position allocations, however, this is not recommended as it would severely limit the Sheriff Office's ability to adequately train newly hired employees in a timely manner.

ATTACHMENTS:

Attachment 1 - Supplemental Budget for 1100-243

PREVIOUS ACTION/REFERRAL:

File #: 22-701

Board Order No.: N/A

Meeting of: N/A

File No.: N/A