



COUNTY OF HUMBOLDT

AGENDA ITEM NO.
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For the meeting of: March 27, 2018

Date: March 5, 2018
To: Board of Supervisors
From: Amy S. Nilsen, County Administrative Officer *ASN*
Subject: Interim Appointment to fill Chief Probation Officer Vacancy – William Damiano

RECOMMENDATION(S):

That the Board of Supervisors appoint Shaun Brenneman as the Interim Chief Probation Officer, effective April 14, 2018.

SOURCE OF FUNDING: General Fund

DISCUSSION:

Humboldt County Chief Probation Officer (CPO) William Damiano was appointed by the Humboldt County Superior Court on May 3, 2010. Damiano has submitted his notice of retirement with an effective date of April 13, 2018.

California Government Code 27770 (a) sets out that in a county with more than two judges the CPO shall be appointed by the presiding judge. Humboldt County and the Superior Court are currently working on a Memorandum of Understanding to allow joint supervision of the CPO, as the CPO and Probation Department are the financial and legal responsibility of the county.

Prepared by Amy S. Nilsen CAO Approval *[Signature]*
REVIEW: Auditor _____ County Counsel *[Signature]* Human Resources *[Signature]* Other _____

TYPE OF ITEM:
 Consent
 Departmental
 Public Hearing
 Other _____

PREVIOUS ACTION/REFERRAL:

Board Order No. _____

Meeting of: _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
Upon motion of Supervisor *Bass* Seconded by Supervisor *Fennell*
Ayes *Bass, Fennell, Sundberg, Bohn, Wilson*
Nays
Abstain
Absent

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: 3/27/18
By: *[Signature]*
Kathy Hayes, Clerk of the Board

CPO Damiano is recommending the Board consider appointing Assistant Chief Probation Officer (ACPO) Shaun Brenneman to the position of Interim Chief Probation Officer. Staff concurs with this recommendation as well as the Humboldt County Superior Court. Brenneman is a graduate of Humboldt State University and has been with the Probation Department for 21 years. In total, he has 21 years of law enforcement experience with progressively more responsibility at each new position. ACPO Brenneman was named the 2017 California Association of Probation Services Administrators Northern Region Employee of the Year. Brenneman is willing to accept the interim appointment and would hold the position until the county and Superior Court complete the previously discussed MOU, when at such time a recruitment will take place for CPO.

FINANCIAL IMPACT:

There is minimal financial impact associated with the recommendation. Salaries and benefits for both the CPO and ACPO are included in the Fiscal Year 2017-18 budget and will be included in the proposed Fiscal Year 2018-19 budget.

This action supports your Board’s strategic framework by enforcing laws and regulations to protect residents.

OTHER AGENCY INVOLVEMENT: None.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose to appoint another Interim Chief Probation Officer. However, this is not recommended as the Superior Court concurs with today’s recommendation.

ATTACHMENTS:

Retirement letter



PROBATION DEPARTMENT COUNTY OF HUMBOLDT

2002 Harrison Avenue, Eureka, CA 95501
Telephone (707) 445-7401 Fax (707) 443-7139

October 6, 2017

The Honorable Joyce Hinrichs, Presiding Judge of the Superior Court
Virginia Bass, Chair of the Board of Supervisors
Rex Bohn, Supervisor
Ryan Sundberg, Supervisor
Estelle Fennell, Supervisor
Mike Wilson, Supervisor
Amy Nilsen, County Administrative Officer

RE: Pending Retirement

It is with mixed emotions that I am hereby informing you of my intention to retire from my appointment as Chief Probation Officer of Humboldt County effective April 13, 2018. It is my hope that this provides you ample notice to complete the necessary recruitment and selection of my successor.

I have been honored and privileged to have served the County and our Superior Courts for my entire career here at Humboldt County Probation. My time at the helm has been an interesting and rewarding one. I am glad to have had the opportunity to work with you all to help tackle the myriad complex issues and challenges associated with Public Safety Realignment, its aftermath, and all the other significant legislative changes to sentencing laws and the corrections field that so affect the health and safety of our community. I hope I have proven deserving of your trust and belief, and that I have met all of your expectations in my tenure at the head of this truly exceptional probation organization.

Of course, I could have accomplished nothing in my current position without the host of dedicated professionals who comprise your Probation Department who have supported my efforts. You have a solid staff who have significant experience managing the work of the Department and who have committed to the difficult work of building up the internal capacity and effectiveness of the agency. We've also had a robust recruitment and hiring spurt this past year, which produced a number of excellent new deputies and support staff – the most promising group I've seen in a while. With the groundwork that's been done to develop internal training and supports for staff development of critical skills, as well as the existing

experience within leadership positions in the Department, I feel that Probation is well-situated for whoever you select to take over from here.

I am extremely grateful to my predecessor chiefs – Dave Lehman, Bill Burke, and Doug Rasines - for the extraordinary work they all did to develop strong interagency linkages and collaborative programs locally, with the courts, law enforcement and social service agencies alike. Their example, encouragement, and strategic planning efforts have been invaluable. They also built a strong reputation at the state and national levels for innovation, forward thinking and legislative action that we continue to benefit from today. I've done my best to emulate them and to add value to what they were able to accomplish in their tenures, and I feel I have succeeded in that quest. Those efforts have certainly provided a strong foundation on which to build upon, and those long-standing working relationships have allowed us to create an extraordinarily successful Probation Department and rural Community Corrections Partnership that you should be profoundly proud of.

Thank you once again for the opportunity to serve you and our community – it has truly been an enjoyable and rewarding experience.

Respectfully,


William Damiano

Chief Probation Officer

Cc: Caterina Kein, Chair of the Juvenile Justice and Delinquency Prevention Commission
Kim Bartleson, Court Executive Officer
Lisa de Matteo, Human Resources Director