

**SANTA BARBARA COUNTY
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Agenda Number:
Prepared on: 2/3/03
Department Name: Sheriff's
Department No.: 032
Agenda Date: 2/18/03
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors
FROM: Sheriff Jim Anderson
X4290
STAFF CONTACT: Lt. Julie McCammon
x4280
SUBJECT: Add/Delete Position within the Sheriff's Department

Recommendation(s):

That the Board of Supervisors:

Adopt the attached Personnel Resolution effective February 17, 2003 to DELETE: One (1) Sheriff's Commander (Class 006895), Range 7006 (\$7,961-\$9,718 per month) ADD: One (1) Sheriff Correction Commander (Class 006896), Range 6458 (\$6,057-\$7,394 per month).

Alignment with Board Strategic Plan:

The recommendations (s) are primarily aligned with actions required by law or efficiency goal.

Executive Summary and Discussion:

The recommended action will provide a career ladder for Correction Officers while lowering costs to Custody Operations without increasing total staffing levels.

The Santa Barbara Sheriff's Department has recognized that managing Custody Operations is a complex and multi-faceted operation that requires extensive knowledge in the area of corrections and mandates and services within a custody environment. This Board action will be a step toward empowering those who have been trained throughout their career within the field of corrections and to assume the added management responsibility of managing a division whose sole function is within their area of expertise. At present, Custody Operations are managed by a Chief Deputy and two Sheriff Commanders. These classifications provide management oversight over the corrections classifications within the jail. Traditionally, these Sheriff classifications have not been required to perform any job responsibilities within the custody environment until that person is assigned to manage a Division within custody operations. This board action will enable the corrections classification to add another step in the corrections career ladder. Currently, the Corrections Officer classification can only go to the rank of middle manager i.e., Lieutenant.

The long term goal of the department is to have personnel within the corrections classification manage the two divisions within Custody Operations, overseen by a Sheriff's Chief Deputy. This is the first step toward this process. Recently, the Sheriff's Department had a Sheriff's Commander resign from the department unexpectedly. This created an opportunity to delete a Sheriff's Commander position within Custody Operations and add the newly created

classification of Corrections Commander. This position has been identified to manage the Jail Services Division of the Custody Operations.

Mandates and Service Levels:

This is not a mandated position but is necessary to manage the Jail Services Division which is comprised of the Transportation Bureau, Auxiliary Services Bureau, Food Services Bureau, and Jail Service Administrative Bureau.

Fiscal and Facilities Impacts:

This board action will have a savings due to the reduced cost of a Corrections Commander compared to a Sheriff's Commander. A Sheriff's Commander Salary range is \$7,961-\$9,718 per month. A Sheriff Correction Commander salary range is \$6,057-\$7,394 per month.

02/03 approximate savings cost/approximately 5 months: 9,520-11,620

03/04 approximate savings cost: 22,848-27,888

The benefits package is the same for both job classes and had no significance in the above calculations.

No additional funds will be required to create this new position.

Special Instructions:

Clerk of the Board; Please send a copy of the signed approved resolution to ***Lt. McCammon at the Sheriff's Department*** and ***Susan Kean County Human Resources***.

Concurrence:

County Administrator & County Human Resources

**RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA**

IN THE MATTER OF AMENDING RESOLUTION)
NO. 02-234, AS AMENDED, BEING THE SALARY)
RESOLUTION OF THE COUNTY OF SANTA BARBARA)

RESOLUTION NO. _____

WHEREAS, Salary Resolution No. 02-234 established a Classification Plan, and authorized Departmental Position Allocation effective June 24, 2002; and,

WHEREAS, this Board of Supervisors finds that there is good cause for amending said Resolution No. 02-234, as amended, in the manner provided in this Resolution;

NOW, THEREFORE, IT IS HEREBY RESOLVED, as follows:

1. Resolution No. 02-234, adopted by this Board on June 25, 2002, is hereby amended by amending that (those) portion(s) of Section(s) 4 to read as follows effective February 17, 2003:

SECTION 4. Departmental Position Allocation

DEPARTMENT/BUDGET UNIT

<u>ACTION/AFFECTED POSITION #</u>	<u>CLASS</u>	<u>P/T</u>	<u>NO. OF POSITIONS</u>	<u>TITLE</u>
<u>SHERIFF (#3110)</u>				
Delete #2583	006895		006	SHERIFFS COMMANDER
<u>SHERIFF-CUSTODY (#3420)</u>				
Add 1 new	006896		001	SHERIFFS CORR COMMANDER

2. Except as amended by this Resolution, Resolution No. 02-234 as amended, continues unchanged as in full force and effect.

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Barbara, State of California, this _____ day of _____, 2003, by the following vote:

AYES:

NOES:

ABSENT:

Chair, Board of Supervisors

ATTEST:
MICHAEL F. BROWN
CLERK OF THE BOARD

APPROVED AS TO FORM:
STEPHEN SHANE STARK
COUNTY COUNSEL
NOVEMBER 1993
02/18/03

By: _____ (SEAL)
Deputy Clerk