

**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: 4/22/02
Department Name: Probation
Department No.: 022
Agenda Date: 5/14/02
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors
FROM: Susan J. Gionfriddo
Chief Probation Officer
STAFF CONTACT: Jean Silva, Business Manager
x 3654
SUBJECT: Personnel Action for Probation Department

Recommendation(s):

That the Board of Supervisors adopt the attached personnel resolution, effective May 13, 2002, as follows:

Add: One three-quarter time (0.75) Departmental Assistant Senior (#002169), Range 526 (\$3,332- \$4,068 per month).

Delete: One full-time (1.0) Departmental Assistant, Senior (#002169), Range 526 (\$3,332- \$4,068 per month).

Alignment with Board Strategic Plan:

The recommendation(s) are primarily aligned with Goal No. 3. A Strong, Professionally Managed County Organization.

Executive Summary and Discussion:

The 2002-03 proposed budget includes this position at three-quarter time as one of the Probation Department's budget curtailments. In order to incur savings in the 2001-02 fiscal year and to reflect the reduced workload currently assigned to this position, the Department recommends that your Board approve the reduction at this time. Although the position is currently filled, the incumbent desires to work part time to be able to care for her minor children.

Mandates and Service Levels:

There are no mandates or changes in service levels.

Fiscal and Facilities Impacts:

The estimated cost of decreasing the time for this position is two thousand two hundred and fifty dollars (\$2,250) for FY 2001-02, and fourteen thousand six hundred and thirty dollars (\$14,630) per year for subsequent fiscal years.

Special Instructions:

Please send 2 copies of the approved resolution to Jean Silva, Probation Business Manager.

Concurrence:

Human Resources Department
County Administrator