

**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: 7/25/03
Department Name: Sheriff's
Department No.: 032
Agenda Date: 8/12/03
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: Increase the number of Special Duty allowances in the Corrections Officer Classification within the Sheriff's Department

Recommendation(s):

That the Board of Supervisors:

Adopt the attached Personnel Resolution effective August 4, 2003 to increase the number of Special Duty allowances in the Corrections Officer Classification within the Sheriff's Department from 29 to 30.

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:

This Board action will provide a Special Duty allowance for a Corrections Officer that will be assigned to the Sheriff's Internal Affairs Unit. This investigator will investigate complaints within Custody Operations. This action will not increase the FTEs of the Sheriff's Department.

Traditionally, positions within the Internal Affairs Investigation Unit have been performed by personnel within the Deputy Sheriff classification only. This board action will enable the Corrections Officer classification to add additional support to the IA Bureau. In addition this will provide an enhanced career opportunity to the Corrections Officer classification.

Mandates and Service Levels:

State law requires every law enforcement agency to have a process in place to investigate citizen complaints. The Internal Affairs Unit is the Sheriff's Departments method of complying with this mandate.

Fiscal and Facilities Impacts:

Corrections Officer Salary range is \$3,428-\$4,185 per month while a Special Duty Corrections Officer Salary range is \$3,603-\$4,399 per month. Although this board action will have an increased fiscal impact, this increase will be absorbed within the Sheriff's Department current budget.

Total cost of this increase is approximately \$2,080-\$2,558 annually.

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

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