

E.

22-1265:

Consideration to adopt a Resolution amending the schedule of position allocations for County Sheriff's Office – Jail Division.



BOARD OF SUPERVISORS COUNTY OF MADERA

MADERA COUNTY GOVERNMENT CENTER
200 WEST 4TH STREET / MADERA, CALIFORNIA 93637
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Agendas available: www.MaderaCounty.com

Members of the Board

Tom Wheeler
Brett Frazier
David Rogers
Robert L. Poythress
Leticia Gonzalez

The Board of Supervisors

December 24, 2024
Chairman David Rogers

DEPARTMENT HUMAN RESOURCES DEPARTMENT	DEPARTMENT CONTACT Sabrina Mendez 559-675-7705	AGENDA ITEM E DISCUSSION ITEMS
SUBJECT: Amend Classification Plan and Position Allocation - Jail Division, Sheriff's Office	REQUIRED VOTE: 3/5 Vote Required	DOC. ID NUMBER 22-1265
STRATEGIC FOCUS AREA(S): Employees		
CLERK NOTES: <div>RESULT: [TO] MOVER: {{motions.mover format="[[firstname]] [[lastname]], [[title]]"}} SECONDER: {{motions.seconder format="[[firstname]] [[lastname]], [[title]]"}} AYES: {{voting.for_names format="[[lastname]]"}} Is this item Budgeted? No Will this item require additional personnel? No Previous Relevant Board Actions: 12/13/2022 PowerPoint Presentation? No Supporting Documents: N/A</div>		
		DOCUMENT NO(S).

RECOMMENDED ACTIONS:

Consideration to adopt a Resolution amending the schedule of position allocations for County Sheriff's Office – Jail Division.

DISCUSSION / FISCAL IMPACT / STRATEGIC FOCUS:

On behalf of the Sheriff's Office, the Human Resources Department developed the classifications of Correctional Deputy, Correctional Corporal (POST), Correctional Sergeant (POST), Correctional Lieutenant (POST), and Correctional Captain (POST) to assist the department in retaining current staff and the hiring of new staff. Additionally, the new classifications provide an alternative career ladder for individuals pursuing careers in the Corrections field.

On November 29, 2022, the Civil Service Commission considered and adopted the new corrections class specifications and on December 13, 2022, the Board of Supervisors set the salary for the new classifications.



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This item, if approved, will allow the Sheriff's - Jail Division to flexibly staff all of the correctional non-POST classifications up to the correctional POST classifications as outlined in Exhibit '1' of the attached Resolution Amendment to allow new and existing staff the ability for career and financial growth. As a note, the Jail Division's allocation in Exhibit '1' of the attached Resolution Amendment was also updated to reflect the elimination of 1.0 FTE Corrections Director.

FISCAL IMPACT:

The cost to the departmental budget will be offset by the reduction in overtime costs as vacant positions are filled.

ATTACHMENTS

1. Position Allocation Resolution Amendment – Sheriff's Jail Division
2. Exhibit 1

THE BOARD OF SUPERVISORS
OF THE COUNTY OF MADERA
STATE OF CALIFORNIA

In the Matter of)	Resolution No.: <u>2023 -</u>
)	
MADERA COUNTY DEPARTMENT)	A RESOLUTION AMENDING THE
OF HUMAN RESOURCES)	SCHEDULE OF POSITION
)	ALLOCATIONS FOR COUNTY
)	SHERIFF'S OFFICE – JAIL DIVISION

WHEREAS, pursuant to Section 2.60.030 of the Madera County Code, “the board shall, by resolution, establish and maintain a schedule showing for each county department the number of permanent positions of each class that are authorized and the maximum number of temporary positions authorized.”; and

WHEREAS, Resolution 2022-140 was passed in September 2022, which established the position allocations for each department within the County of Madera; and

WHEREAS, Resolution 2022-140 needs to be amended to authorize additional positions within the Sheriff – Jail Division’s allocation, Org Key #04610.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Madera, a political subdivision of the State of California, that the following is, adopted:

1. The above Recitals are incorporated by reference and are made a substantive part of this Resolution.
2. Org Key #04610 for the Sheriff’s – Jail Division is hereby amended as outlined in Exhibit 1.

3. Except as otherwise amended, all other departmental allocations outlined in Resolution 2022-140 shall remain in full force and effect. This amendment to the Resolution shall take effect immediately.

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The foregoing Resolution was adopted this ____ day of _____, 2023,
by the following vote:

Supervisor Wamhoff voted: _____

Supervisor Rogers voted: _____

Supervisor Poythress voted: _____

Supervisor Rodriguez voted: _____

Supervisor Macaulay voted: _____

Chairman, Board of Supervisors

ATTEST:

Clerk, Board of Supervisors

Approved as to Legal Form:
COUNTY COUNSEL

By: **James N. McCann**
Digitally signed by: James N. McCann
DN: CN = James N. McCann
email = jnmccann@lozanosmith.com
C = AD O = Lozano Smith
Date: 2022.12.22 14:34:35 -08'00'

Exhibit '1'

Jail Division #04610

FTE Positions Allocated

3205	Administrative Analyst I or	
3206	Administrative Analyst II	3.0
4131	Assistant Sheriff	1.0
3823	Building Crafts & Maintenance Worker I	
3822	Building Crafts & Maintenance Worker II	1.0
3377	Business Systems Information Analyst I or	
3378	Business Systems Information Analyst II	1.0
3131	Correctional Captain or	
	Correctional Captain (POST)	1.0
3433	Correctional Corporal or	
	Correctional Corporal (POST)	11.0
3255	Correctional Lieutenant or	
	Correctional Lieutenant (POST)	2.0
3431	Correctional Officer I or	
3432	Correctional Officer II or	
	Correctional Deputy	83.0 *
3659	Correctional Records Specialist I or	
3660	Correctional Records Specialist II	7.0 **
3325	Correctional Sergeant or	
	Correctional Sergeant (POST)	7.0
3351	Human Resources Technician I or	
3352	Human Resources Technician II	2.0
3636	Program Assistant I or	
3637	Program Assistant II	4.0
3636	Program Assistant I or	
3637	Program Assistant II or	
3654	Senior Program Assistant	1.0
TOTAL JAIL ADMINISTRATION		124.0

***Two (2) positions are not funded.**

****One (1) position is not funded.**