



WASHOE COUNTY

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STAFF REPORT
BOARD MEETING DATE: *March 13, 2018*

DATE: Wednesday, March 07, 2018
TO: Board of County Commissioners
FROM: John Listinsky, Director of Human Resources/Labor Relations
 328-2089, jlistinsky@washoecounty.us
THROUGH: Christine Vuletich, Assistant County Manager
 328-2016 cvuletich@washoecounty.us
SUBJECT: Approve a request for reclassification of a vacant Program Manager (ER) pay grade 1RR, to Juvenile Services Detention Manager (ER), pay grade 1SS, (Juvenile Services) as evaluated by the Job Evaluation Committee. [Net fiscal impact is estimated at \$10,777.] (All Commission Districts).

SUMMARY

Periodically, staff requests approval of a reclassification request reviewed by the Job Evaluation Committee (JEC) not only to support department realignment of resources, but to encourage improvements to efficiency and effectiveness as well.

Washoe County Strategic Objective supported by this item: Valued, Engaged Employee Workforce

PREVIOUS ACTION

On February 13, 2018 the Board approved a new job classification and a new position of County Security Administrator, pay grade Q (Manager’s Office), as evaluated by the Hay Group.

On January 9, 2018, the Board approved requests from within Human Services Agency, Sheriff’s Office, Library, Manager’s Office and the Community Services.

On October 24, 2017, the Board approved reclassification requests within Community Services, Human Resources, Human Services and Technology Services, and approved the creation of a new job classification for the Medical Examiner’s Office.

On September 12, 2017, the Board approved a reclassification request for the Sheriff’s Office and Community Services, and approved the creation of a new job classification for the County Clerk’s Office.

AGENDA ITEM # _____

BACKGROUND

Washoe County Code 5.098(4) provides that all recommendations made by the Job Evaluation Committee for the creation of a new classification, reclassification, abolishment of an existing classification, consolidation of classifications, alternation of existing classifications or where there is a fiscal impact, must be forwarded to the Board of County Commissioner for final action.

Periodically, the Board approves new position and reclassification requests outside of the regular budget cycle to support department reorganizations and realignment of resources to improve efficiency and effectiveness. These changes were evaluated and approved by an Assistant County Manager for “off cycle” review.

Reclassification of Existing Position:

Department	Current Job Class	Recommended Job Classes	Annual Cost
Juvenile Services	Program Manager (ER) pay grade 1RR (\$38.39 to \$49.89)	Detention Manager (ER) pay grade 1SS (\$41.21 to \$53.58)	\$10,777

Juvenile Services

The reclassification of the vacant Program Manager position assigned to the Juvenile Detention Facility will reflect the duties of the Detention Manager which includes the safety and security of the 24/7 detention facility, supervision of staff, the overall care and custody of detained juveniles and implementing policy and procedures.

The Department Strategic Objective supported by this item: To Operate a Healthy, Safe, and Secure Detention Facility.

FISCAL IMPACT

The net cost of this reclassification will be offset with a reduction to Detention Pooled Positions (127500 – 701130).

RECOMMENDATION

Recommendation to approve a request for reclassification of a vacant Program Manager (ER) pay grade 1RR, to Juvenile Services Detention Manager (ER), pay grade 1SS, (Juvenile Services) as evaluated by the Job Evaluation Committee.

POSSIBLE MOTION

Should the Board agree with staff’s recommendation, a possible motion would be:

“Move to approve a request for reclassification of a vacant Program Manager (ER) pay grade 1RR, to Juvenile Services Detention Manager (ER), pay grade 1SS, (Juvenile Services) as evaluated by the Job Evaluation Committee.”