



# WASHOE COUNTY

Integrity Communication Service

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CM/ACM \_\_\_\_\_  
Finance \_\_\_\_\_  
DA \_\_\_\_\_  
Risk Mgt \_\_\_\_\_  
HR \_\_\_\_\_  
Other \_\_\_\_\_

## STAFF REPORT

BOARD MEETING DATE: 02/27/18

**DATE:** Wednesday, February 21, 2018

**TO:** Board of County Commissioners

**FROM:** Mathew Banovich, Program Manager, Juvenile Services  
(775) 325-7874, [mbanovich@washoecounty.us](mailto:mbanovich@washoecounty.us)

**THROUGH:** Frank Cervantes, Director

**SUBJECT:** Approve increase in hours from 25 to 40 per week for the vacant Juvenile Services Part Time Benefited Work Program Field Supervisor (.65 FTE, pay grade II, Position # 70001517) to a Full Time Benefited Work Program Field Supervisor (1.00 FTE) with a net fiscal impact of [\$20,373.84]; if approved, direct the Comptroller's Office and Human Resources to make the necessary adjustments. (All Commission Districts)

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### SUMMARY

The Department recommends the Board of County Commissioners approve increase in hours from 25 to 40 per week for the Juvenile Services Part Time Benefited Work Program Field Supervisor (.65 FTE, pay grade II, Position # 70001517) to a Full Time Benefited Work Program Field Supervisor (1.00 FTE). The department will be using existing budget authority for FY18 to cover the increase with a net fiscal impact of \$20,373.84.

**Washoe County Strategic Objective supported by this item:** Safe, Secure and Healthy Communities

### PREVIOUS ACTION

*None*

### BACKGROUND

The Work Program Field Supervisor Position is responsible for the direct supervision of youthful offenders completing various community service assignments. The Field Supervisor teaches young offenders accountability, responsibility, and how negative behaviors impact themselves and the community at large. The Field Supervisor position also provides coverage for the Youth Employment Program/Job Training Program as well as to other department programs such as Evening Reporting. Since this position has an immediate and direct effect on service delivery, the increase in hours will allow our department to grow program availability for juvenile offenders and will increase the number of valuable community service hours completed within Washoe County.

**AGENDA ITEM #** \_\_\_\_\_

**FISCAL IMPACT**

The additional cost to increase this position from a part-time to a full-time position will be covered by permanent reduction in the following FY18 approved budget.

127500 – 701130 (Wittenberg Hall – Pooled Positions)      \$20,373.84

**RECOMMENDATION**

It is recommended that the Board of County Commissioners approve increase in hours from 25 to 40 per week for the vacant Juvenile Services Part Time Benefited Work Program Field Supervisor (.65 FTE, pay grade II, Position # 70001517) to a Full Time Benefited Work Program Field Supervisor (1.00 FTE) with a net fiscal impact of [\$20,373.84]; if approved, direct the Comptroller's Office and Human Resources to make the necessary adjustments.

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: move to approve increase in hours from 25 to 40 per week for the vacant Juvenile Services Part Time Benefited Work Program Field Supervisor (.65 FTE, pay grade II, Position # 70001517) to a Full Time Benefited Work Program Field Supervisor (1.00 FTE) with a net fiscal impact of [\$20,373.84]; if approved, direct the Comptroller's Office and Human Resources to make the necessary adjustments.