



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: April 24, 2018

DATE: Wednesday, April 4, 2018

TO: Board of County Commissioners

FROM: John Listinsky, Director of Human Resources/Labor Relations
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THROUGH: Christine Vuletich, Assistant County Manager
328-2016, cvuletich@washoecounty.us

SUBJECT: Recommendation to approve two (2) new full-time positions in the Department of Alternative Sentencing: a new Assistant Alternative Sentencing Officer, pay grade ENN; and a new Assistant Alternative Sentencing Officer Supervisor, pay grade EOO, as evaluated by the Job Evaluation Committee, and authorize Human Resources to make the necessary changes. [Net FY2018/2019 fiscal impact is estimated at \$260,278.] (All Commission Districts.)

SUMMARY

Periodically, staff requests approval of reclassification requests for various positions 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. These two new positions are a collaborative effort with Department of Alternative Sentencing and Human Services Agency and will support the Crossroads program.

Washoe County Strategic Objective supported by this item: Valued, engaged employee workforce.

PREVIOUS ACTION

On March 27, 2018, the Board approved the reclassification of Grants Coordinator to Program Coordinator for the Emergency Management Division within the County Manager's Office.

On February 13, 2018, the Board approved a new job classification and created a new position of County Security Administrator with the County Manager's Office.

On January 9, 2018, the Board approved various reclassification requests within Community Services, Human Services, the Library, the Manager's Office and the Sheriff's Office.

On May 23, 2017, the Board approved both new position and reclassification requests submitted and evaluated by the JEC for the FY 17/18 annual budget.

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 Commissioners 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. This request was evaluated and approved by an Assistant County Manager for “off cycle” review.

New Positions

| Department | Current Job Class | Recommended Job Classes | Annual Cost |
|------------------------|-------------------|--|-------------|
| Alternative Sentencing | New | Assistant Alternative Sentencing Officer Pay Grade ENN (\$29.94 - \$38.94) | \$126,773 |
| | New | Assistant Alternative Sentencing Officer Supervisor Pay Grade EOO (\$31.70 - \$41.22) | \$133,505 |

These two new positions are a collaborative effort with Department of Alternative Sentencing and Human Services Agency and will support the Crossroads program. Crossroads is a benchmark housing program that assists local men and women in making a successful transition from substance abuse and homelessness to a productive and fulfilling lifestyle. The program requires a presence of law enforcement personnel due to the needs and circumstances of the population obtaining services. Crossroads currently manages several properties throughout the community and the clientele may be court ordered to attend due to many factors. Both of these positions will be assigned to the Crossroads program and will be available to enforce court orders, ensure program rules are adhered to, provide conflict resolution, and support to facility staff.

FISCAL IMPACT

The estimated net remaining fiscal impact to complete FY 17/18 is \$35,100 to Human Services Agency (HSA) cost center 221220. Although these positions will be funded by HSA, they will be assigned and supervised by the Department of Alternative Sentencing. Total impact for full FY2018/2019 is \$260,278.

RECOMMENDATION

Recommendation to approve two (2) new full-time positions in the Department of Alternative Sentencing: a new Assistant Alternative Sentencing Officer, pay grade ENN; and a new Assistant Alternative Sentencing Officer Supervisor, pay grade EOO, as evaluated by the Job Evaluation Committee, and authorize Human Resources to make the necessary changes.

POSSIBLE MOTION

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

“Move to approve two (2) new full-time positions in the Department of Alternative Sentencing: a new Assistant Alternative Sentencing Officer, pay grade ENN; and a new Assistant Alternative Sentencing Officer Supervisor, pay grade EOO, as evaluated by the Job Evaluation Committee, and authorize Human Resources to make the necessary changes.”