



WASHOE COUNTY

Integrity Communication Service
www.washoecounty.us

STAFF REPORT

BOARD MEETING DATE: October 13, 2020

DATE: Monday, September 14, 2020

TO: Board of County Commissioners

FROM: Julie Wise, Assistant Court Administrator, Second Judicial District Court
(775) 328-3839, sarah.thompson@washoecourts.us

THROUGH: Jackie Bryant, Court Administrator

SUBJECT: Approve the reclassification of one (1) fully benefitted Pretrial Services Officer III position (position number 70000619) into one (1) new position in the Second Judicial District Court, titled Pretrial Services Manager – Supervision Unit, at pay grade 461. No additional General Fund budget appropriations are being requested. (All Commission Districts).

SUMMARY

This item recommends the Board of County Commissioners approve the reclassification of one (1) fully benefitted Pretrial Services Officer III position (position number 70000619) into one (1) new position in the Second Judicial District Court, titled Pretrial Services Manager – Supervision Unit, at pay grade 461. No additional General Fund budget appropriations are being requested.

This position is needed to support the rapidly increasing caseload, reallocation of workload and enhanced case management in the Pretrial Services Department. This position will also provide direct supervision to the Pretrial Services Officers in this division as well as provide oversight of all program activities.

Washoe County Strategic Objective supported by this item: Regional Leadership Through Engaged Employees

PREVIOUS ACTION

None.

BACKGROUND

The Pretrial Services Department within the Second Judicial District Court provides direct services to the public. This new Pretrial Services Manager – Supervision Unit position is needed to support the rapidly increasing caseload, reallocation of workload and enhanced case management in the Pretrial Services Department. This position will also provide direct supervision to the Pretrial Services Officers in this division as well as provide oversight of all program activities.

AGENDA ITEM # _____

FISCAL IMPACT

FY21 budget authority will be reallocated to cover the associated personnel expense increase. The cost of the new position will be fully offset within the adopted annual Second Judicial District Court budget with existing funding allocated to the Pretrial Services Officer III position (position number 70000619) in addition to reallocating a portion of the Pooled Positions line item budget under 120411-701130. No additional General Fund budget appropriations are being requested.

RECOMMENDATION

It is recommended that the Board of County Commissioners approve the reclassification of one fully benefitted Pretrial Services Officer III position (position number 70000619) into one (1) new position in the Second Judicial District Court, titled Pretrial Services Manager – Supervision Unit, at pay grade 461.

POSSIBLE MOTION

Move to approve the reclassification of one fully benefitted Pretrial Services Officer III position (position number 70000619) into one (1) new position in the Second Judicial District Court, titled Pretrial Services Manager – Supervision Unit, at pay grade 461. No additional General Fund budget appropriations are being requested.