

**COUNTY OF SACRAMENTO
CALIFORNIA**

For the Agenda of:
September 13, 2007
9:30 a.m.

To: Board of Supervisors

From: Countywide Service Agency

Subject: Report Back – Out-Of-Class Staffing At Juvenile Institutions

Contact: Penelope Clarke, Administrator Countywide Services Agency, 874-5886

BACKGROUND

On September 5, 2007, the Board requested a report back on the out-of-class staffing at juvenile institutions.

DISCUSSION

Deputy Probation Officers are paid equivalent to 5% of their base pay when working out-of-class as a Supervising Probation Officer at the detention and commitment facilities.

Chief Probation Officer presented to the Board of Supervisors additional Departmental requests, including funding in the amount of \$888,538 for six (6) Supervising Probation Officers to manage operations around-the-clock at all of the juvenile facilities.

Currently, Deputy Probation Officers, not formally trained as a supervisor and working outside their classification, are placed in the role of Acting Supervisor due to the limited number of Supervisors assigned to the institutions. There are not enough Supervising Probation Officers assigned to the institutions to provide supervision 24 hours a day, 7 days a week. Not only are Deputy Probation Officers used during gaps in supervisory shift coverage but they are also used to backfill behind training, illness, or vacation.

Expanded duties based on recent litigation severely limit Supervising Probation Officers time and availability to evaluate, mentor, train, and provide active face-to-face supervision of staff. Furthermore, they are unable to adequately monitor staff compliance with vital policy and procedures.

The addition of six (6) supervisors as indicated in the Additional Growth Request will enable appropriate, supervisory coverage at both, our detention and commitment facilities.

Respectfully submitted,

APPROVED:

PENELOPE CLARKE, Administrator
Countywide Services Agency

TERRY SCHUTTEN
County Executive