



Contra
Costa
County

To: Board of Supervisors

From: Mark Peterson, District Attorney

Date: September 20, 2016

Subject: Add One (1) District Attorney Lieutenant of Inspectors to the District Attorney's Office

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 21945 to add one (1) District Attorney Lieutenant of Inspectors (6KNB) (unrepresented) position at salary plan and grade B1Y 2019 (\$8,442 - \$10,518) and cancel one (1) District Attorney Senior Inspector (6KVA) (represented) position at salary plan and grade XJX 1970 (\$7,232 - \$10,012) in the District Attorney's office.

FISCAL IMPACT:

The cost of adding a Lieutenant position is primarily offset by savings from canceling a Sr. Inspector position. Additional costs of approximately \$11,800, including benefits will be covered by District Attorney Asset Forfeiture funds.

BACKGROUND:

The District Attorney's office Investigative Unit currently has only two (2) Lieutenants and a Director of Forensic and Technical Services to manage 31 current internal staff; and the office is in the process of filling additional Sr. Inspector positions. In addition,

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/20/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I
Supervisor
Candace Andersen, District II
Supervisor
Federal D. Glover, District V
Supervisor

ABSENT: Mary N. Piepho, District III
Supervisor
Karen Mitchoff, District IV
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: September 20, 2016

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Chris Heck, Deputy

Contact: Cherie Mathisen, (925)
957-2234

BACKGROUND: (CONT'D)

one of the two current lieutenants primarily supervises staff from many different law enforcement agencies while coordinating a variety of ongoing county-wide law enforcement operations. The District Attorney's office span of control for our Lieutenants far exceeds the Industry Standard for a law enforcement unit which recommends seven (7) direct reports. Adding a Lieutenant will improve the supervision of the unit, and bring the span of control closer to the industry standard.

CONSEQUENCE OF NEGATIVE ACTION:

Currently the District Attorney's office span of control far exceeds the recommended industry standards for law enforcement; adding this position will improve the recommended seven (7) direct reports ratio. If this action is not approved the District Attorney's Office will be unable to make the indicated staffing changes that will bring them closer to the industry standards for law enforcement.

CHILDREN'S IMPACT STATEMENT:

No impact.

ATTACHMENTS

P300 No. 21945