



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Esa Ehmen-Krause, County Probation Officer  
Date: June 16, 2020

Subject: Reassign one position from Institutions to Probation Programs

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**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 25609 to reassign the Probation Director (7BFA) (unrepresented) position #13282 and the incumbent from Department 0309 (Institutions), Org 3160 to Department 0308 (Probation Programs) Org 3000 in the Probation Department.

**FISCAL IMPACT:**

No fiscal impact.

**BACKGROUND:**

The Probation Department has three Probation Director positions. One is assigned to Field Services, one is assigned to the Juvenile Hall and one is assigned to the Orin Allen Youth Rehabilitation Facility (OAYRF). After a recent review of the Probation Department's organizational structure it was determined that the department needed a Probation Director assigned to Administration to oversee personnel, labor, case management, core correctional practices, quality control and training. The population at the two juvenile facilities has decreased over the last few years. With our current populations, one Director can oversee operations at both locations. This makes one of the Institution Directors available for other

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

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Action of Board On: **06/16/2020** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V 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: June 16, 2020

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

Contact: Danielle Fokkema,  
(925) 313-4195

By: June McHuen, Deputy

duties. Position #11382 is the Probation Director position assigned to OAYRF (Insitutions) and this Board Action reassigns the position to Administration (Probation Programs).

CONSEQUENCE OF NEGATIVE ACTION:

This position will not be in the correct Budget Unit for the services that the position provides.

ATTACHMENTS

P300 25609