



**Contra
Costa
County**

To: Board of Supervisors
From: Esa Ehmen-Krause, County Probation Officer
Date: December 8, 2020

Subject: P300 to reallocate the salary of the classifications of Assistant County Probation Officer - Exempt (7AB1) and Probation Director (7BFA)

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 25647 to reallocate the salary of the classifications of Assistant County Probation Officer - Exempt (7AB1) (unrepresented) at salary plan and grade B25-2097 (\$11,011.86 - \$13,384.99) to (\$11,011.86 - 14,054.23) and Probation Director (7BFA) (unrepresented) at salary plan and grade B25-1972 (\$9,729.93 - \$11,826.79) to (\$9,729.93 - \$12,418.12) in the Probation Department.

FISCAL IMPACT:

This action has a current year fiscal impact of approximately \$58,671 which includes \$25,196 in pension costs.

BACKGROUND:

In 2008, the Probation Director position was created to oversee Field Investigation and Supervision Services for Probation Department operations. At the time of its creation, the position was a promotion from the Probation Manager classification, but lower in the command structure than the higher ranking Chief Deputy Probation Officer. In 2011 the

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **12/08/2020** ☒ 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: December 8, 2020

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

Contact: Danielle Fokkema,
925-313-4195

By: June McHuen, Deputy

Assistant County Probation

BACKGROUND: (CONT'D)

Officer position was created and the Chief Deputy Probation Officer position remained an active but unused classification until 2019, when it was eliminated. Between 2008 and 2019 roles and responsibilities of the Probation Director position evolved and eventually encompassed many of the former responsibilities of the Chief Deputy Probation Officer, including oversight of the two Probation Department juvenile detention facilities and new broadened field aspects, such as those mandated through criminal justice realignments in both Juvenile Services (2007) and Adult Services (2011). With the elimination of the Chief Deputy Probation Officer classification, and the shifting of some duties to the Probation Director, adding an additional merit pay step to the salary range for both the Probation Director and the Assistant County Probation Officer will allow the County to compensate the Probation Director appropriately, and to maintain the appropriate difference in salary between the Probation Director and the Assistant County Probation Officer.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the salary will not properly compensate executive staff for the additional work that they assume in their positions.

CHILDREN'S IMPACT STATEMENT:

Not applicable.

ATTACHMENTS

P300 Salary Reallocation Asst Chief Probation Officer