



**Contra
Costa
County**

To: Board of Supervisors
From: Esa Ehmen-Krause, County Probation Officer
Date: February 9, 2021

Subject: Add two Planner and Evaluator Positions in the Probation Department

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 25688 to add two (2) Planner and Evaluator Level A (VCXC) (represented) positions at a salary plan and grade ZB2 1099 (\$4,023.70 - \$5,827.52) in the Probation Department.

FISCAL IMPACT:

Upon approval, this request has an annual cost of approximately \$199,380, which includes \$38,405 in pension costs. One position is 100% funded by Juvenile Justice Crime Prevention Act (JJCPA) revenue and the second position is 100% funded by California Community Corrections Performance Incentives Act (SB678) revenue.

BACKGROUND:

Upon a review of the Probation Department's current staffing levels within the Office of Reentry and Justice (ORJ) it was determined the Department does not currently have the appropriate level of staffing to accomplish the desired level of analytical review of data and evaluation of work product for Adult and Juvenile services. It is the desire of the Department to assign one of Planner and Evaluator position to

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/09/2021** ☒ 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: February 9, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Jeff Waters
925-957-5386

cc: Sylvia Wong Tam, Jeff Waters

BACKGROUND: (CONT'D)

each service division to conduct the desired level of review and support. Additionally, these employees will support the development and on-going function of a new Probation Department case management system. Once a functional case management system is developed and operational the Department will have the ability to mine data in a more timely and efficient manner.

CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, there will be insufficient administrative support for the Department's goal of providing more timely production of data for the community access, development and continued operational support of a Probation case management system and providing analytical review of Probation functions.

ATTACHMENTS

P300 25688