

**City of Carson City
Agenda Report**

Date Submitted: February 20th, 2015

Agenda Date Requested: March 5th, 2015

Time Requested: 10 Minutes

To: Carson City Board of Supervisors
From: Department of Alternative Sentencing (Tad Fletcher)

Subject Title: For Possible Action: Action to approve the reclassification of an Alternative Sentencing Technician (CCEA Grade 28) position to an Alternative Sentencing Officer (FOP) position and approve an augmentation of the Department of Alternative Sentencing budget to cover the increase in costs. *(Tad Fletcher, DAS Chief)*

Staff Summary: The Alternative Sentencing Department would like to restructure the Department for efficiency and workload purposes. The Department currently has a vacant full-time Alternative Sentencing Technician position. This request is to allow the Department to reclassify the position to an Alternative Sentencing Officer position. The Department will use budgeted funds from the Technician position to partially fund the new full-time position of the Officer which will allow the Department of Alternative Sentencing to provide 7-day a week service to the community and maintaining a higher level of service to the Courts and the community during peak times. This request will require the Board to also approve an augmentation to the Department's budget.

Type of Action Requested: (check one)
 Resolution Ordinance
 Formal Action/Motion Other (Specify)

Does This Action Require A Business Impact Statement: Yes No

Recommended Board Action: I move to approve the reclassification of an Alternative Sentencing Technician (CCEA Grade 28) position to an Alternative Sentencing Officer (FOP) position and approve an augmentation of the Department of Alternative Sentencing budget to cover the increase in costs.

Explanation for Recommended Board Action: The Department of Alternative Sentencing needs to restructure by filling vacant positions with desired positions to accomplish the mission of the Department. By adding one full-time Officer, in lieu of filling the vacant Technician position, the Department will be able to utilize the Officer in a variety of assignments. The Officer will be able to assist the other Technician during office visits and drug testing, and will assist the other Officers with home visits. The Officer will provide additional needed coverage to meet the needs of the Department.

Applicable Statute, Code, Policy, Rule or Regulation: N/A

Fiscal Impact: No financial impact for the remainder of the 2015 fiscal year. The 2016 budget will need to be increased by approximately \$20,136.60.

Explanation of Impact: By approving the Officer position and eliminating the Technician position, the General Fund will be impacted by an estimated \$20,136.60. The Department of Alternative Sentencing has currently budgeted \$74,530.00 for the fiscal year for the Technician position, covering salary and benefits. The entry level Officer position is estimated to be budgeted at \$94,666.60 for salary and benefits, which is the difference of \$20,136.60.


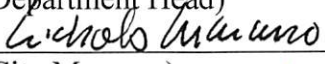
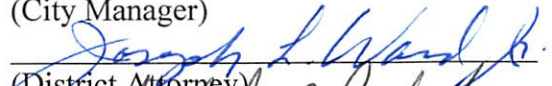
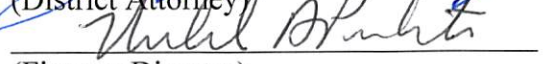
The long term budgeting needs will consist of an estimated \$129,948.28 for the Officer position in comparison to the \$87,370.86 for the Technician position. These amounts include salary and benefits.

Funding Source: The Department of Alternative Sentencing is funded by the Carson City General Fund.

Alternatives: If the reclassification is not approved, the Department of Alternative Sentencing will either request to fill the vacant Technician position, or use the available funds to hire additional part-time Officers to cover DAS functions.

Supporting Material: Cost comparison spread sheet.

Prepared By: Tad Fletcher, CCDAS Chief

Reviewed By:  Date: 2/24/2015
(Department Head)
 Date: 2/24/15
(City Manager)
 Date: 2/24/15
(District Attorney)
 Date: 2/24/15
(Finance Director)

Board Action Taken:

Motion: _____ 1) _____ Aye/Nay
2) _____

(Vote Recorded By)

ALT SENTENCING OFFICER**ALT SENTENCING TECH****DIFFERENCE**

FTE

FTE (Budgeted)

Hrly Rate (entry)

\$23.90

\$20.18

FY2015

SALARY	\$49,713.00	\$41,974.00
MEDICARE	\$720.84	\$609.00
PERS	\$20,133.77	\$10,808.00
W/C	\$559.00	\$559.00
INS (FAM)	\$20,580.00	\$20,580.00
UNIFORM	\$1,000.00	\$0.00
PHYSICAL AGILITY	\$1,000.00	\$0.00
PHONE STIPEND	\$960.00	\$0.00

TOTAL	\$94,666.60	\$74,530.00
--------------	--------------------	--------------------

\$20,136.60 Estimated FY2016 additional cost

ALT SENTENCING OFFICER**ALT SENTENCING TECH**

FTE

FTE

Hrly Rate (Top)

\$35.85

\$24.60

FY2015

SALARY	\$74,568.00	\$51,164.05
MEDICARE	\$1,081.24	\$741.88
PERS	\$30,200.04	\$14,325.93
W/C	\$559.00	\$559.00
INS (FAM)	\$20,580.00	\$20,580.00
UNIFORM	\$1,000.00	\$0.00
PHYSICAL AGILITY	\$1,000.00	\$0.00
PHONE STIPEND	\$960.00	\$0.00

TOTAL	\$129,948.28	\$87,370.86
--------------	---------------------	--------------------

\$42,577.42 Estimated top of range additional