



# County of Monterey

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Board Report

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**File #:** 14-220, **Version:** 1

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Adopt Resolution to:

- a. Amend Personnel Policies and Practices Resolution No. 98-394 and Appendix A to create the classifications of Deputy Sheriff Reserve I/II with the salary ranges as indicated in the attached Resolution; and
- b. Direct Human Resources Department to implement the changes in the Advantage HRM system.  
(ADDED VIA ADDENDUM)

### RECOMMENDATION:

It is recommended effective March 22, 2014, the Board of Supervisors take the following actions:

- a. Amend Personnel Policies and Practices Resolution No. 98-394 and Appendix A to create the classifications of Deputy Sheriff Reserve I/II with the salary ranges as indicated in the attached Resolution; and
- b. Direct Human Resources Department to implement the changes in the Advantage HRM system.

### SUMMARY/DISCUSSION:

The Sheriff's Office has the need for a supplementary classification of sworn public safety Deputy Sheriff. Functions of the proposed Deputy Sheriff Reserve class are currently performed by Deputy Sheriffs. The Sheriff has determined that the performance of the duties solely by Deputy Sheriffs is not efficient as there does not exist sufficient staffing to account for absences of personnel due to injury and illness, special details and normal leaves (vacation, etc.) without the use of overtime. Finally, the Sheriff has determined that the employment of reserves is a common practice utilized in the public safety industry for the purposes discussed above.

The utilization of Deputy Sheriff Reserves will increase budgetary stability as the cost of a Deputy Sheriff Reserve is much less than that of a Deputy Sheriff on overtime. Additionally, the supplementary performance of the duties by qualified Deputy Sheriff Reserves adds elements of safety as regularly employed Deputy Sheriff staff will not be required to work excessive overtime hours to meet staffing requirements.

As this is a newly proposed classification there are currently no incumbents or positions allocated to the class. The work the incumbents of this class would be responsible to perform includes:

**Level I Reserve Deputies** - Can work alone, with another Level I Reserve, or with a full-time sworn Deputy Sheriff participating in assignments including patrol, intelligence, vice, narcotics, detectives, warrants, personnel and training, traffic, crowd control, emergency security at crime scenes, disaster response, stakeouts,

gang details, special details, and the County Fair.

**Level II Reserve Deputies** - May work armed, uniformed patrol duties while engaged in an ongoing Field Training Program with a full-time Deputy Sheriff. Other assignments may include document service, community service projects, armed limited support duties for the Sheriff's Office, such including traffic control, security at festivals and sporting events, report writing, evidence transportation, parking enforcement, transport prisoners, and other duties that are not likely to result in physical arrest.

A number of the duties assigned to the proposed class are found in the existing classification of Deputy Sheriff. However, the level of criticality for the continuing safety of Deputy Sheriffs due to overtime and staffing limitations resulting from budget limitations require the implementation and acquisition of other less costly personnel resources. The sole reliance on the Deputy Sheriff class to provide community public safety resources is no longer feasible or strategically prudent. As a result it is recommended that the classification of Deputy Sheriff Reserve I/II be approved to meet the specific needs of the department and the community. The newly developed combined classification would not be assigned to a bargaining unit as all personnel employed in the classification would be employed on an at-will basis, serving at the pleasure of the Sheriff and terminable at any time without cause.

The salary for the proposed classification of Deputy Sheriff Reserve I/II is recommended to be paid on an hourly basis. An external salary survey was conducted of the County's traditional survey agencies in order to establish the appropriate compensation for the proposed classification. The result of the survey is that there are insufficient comparables in the County's labor market to establish market based compensation. An internal salary survey was also conducted and produced insufficient comparables as well. As a result, the recommended salary for Deputy Sheriff Reserve I is established by setting the salary at 20% below the current salary of Deputy Sheriff-Operations at top step. The recommended salary for Deputy Sheriff Reserve II is established by setting the salary at 15% below Deputy Sheriff Reserve I at top step. Both classes are proposed to have a broad salary range (without steps) with a 25% differential in the range. The proposed salary rates are in consideration for the qualifications required and the level of training that must be undertaken and completed in order to become employed.

OTHER AGENCY INVOLVEMENT:

The Human Resources Department and Deputy Sheriff's Association was consulted in the development of this recommendation.

FINANCING:

The costs associated with these positions will be covered by the resulting reduction in overtime costs. There are sufficient funds to support these positions in the Sheriff's Office FY 2013-14 Adopted Budget.

Prepared by: John Guertin, Executive Director-Administration Bureau  
Approved by: Scott Miller, Sheriff-Coroner

Attachments:  
BoS Resolution Deputy Sheriff Reserve I-II