

AGENDA ITEM FOR ADMINISTRATIVE MEETING

() Discussion only
(X) Action

FROM (DEPT/ DIVISION): UCSO Administration

SUBJECT: Reclassifications, Sheriff's Office

<p>Background:</p> <p>In order to promote consistency, and attempt to provide competitive opportunities for upward mobility and professional development for the management staff within the organization, we are respectfully requesting the following reclassifications:</p> <p>Adjust all division heads/commanders who hold the rank of Captain to base salary Range 35 for the following positions:</p> <p style="padding-left: 40px;">Captain - Criminal Division Captain - Communications Division Captain – Corrections Division Captain - Administrative Services Division</p> <p>Reclassify/promote Lieutenant Sterrin Ward to the rank of Captain, Admin Services. With the restructure of this division, Lt. Ward has expanded her duties and responsibilities, and has increased the number of persons under her supervision. This, we believe, warrants her promotion.</p> <p>Reclassify/promote Sergeant Josh Roberts to the rank of Lieutenant in the Criminal Division with a base salary Range 34.</p>	<p><u>ACTION REQUESTED:</u></p> <p>Approve reclassification of following positions in Sheriff's Office effective February 1, 2022:</p> <p style="padding-left: 40px;">Criminal Division – Lieutenant position to Captain, Range 35 Criminal Division – 1 Sergeant position to Lieutenant, Range 34 Communications Division – Lieutenant position to Captain, Range 35 Corrections Division – Jail Commander renamed to Captain, Range 35 Administrative Services Division – Lieutenant position to Captain, Range 35</p>
--	---

ATTACHMENTS:

Date: (02/02/2022)

Submitted By: (Undersheriff Jim Littlefield)

Checkoffs:

- () Fiscal
- () Dept. Head (copy)
- () Human Resources (copy)
- () Legal (copy)
- () (Other - List:)

To be notified of Meeting:

-Undersheriff Jim Littlefield

Needed at Meeting:

-Undersheriff Jim Littlefield

Scheduled for meeting on: February 9, 2022

Action taken:

Follow-up: