

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Probation	(2) MEETING DATE 8/18/2015	(3) CONTACT/PHONE Chief Jim Salio, 781-1039	
(4) SUBJECT Request to approve an employment agreement appointing Robert Reyes to serve as the County's Assistant Chief Probation Officer. All Districts.			
(5) RECOMMENDED ACTION It is recommended the Board of Supervisors approve and direct the chair to sign the employment agreement with Robert Reyes to serve as the County's Assistant Chief Probation Officer.			
(6) FUNDING SOURCE(S) General Fund	(7) CURRENT YEAR FINANCIAL IMPACT \$172,580	(8) ANNUAL FINANCIAL IMPACT \$216,490	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ___) <input type="checkbox"/> Board Business (Time Est. ___)			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A <input type="checkbox"/> 4/5 Vote Required <input checked="" type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A    Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW Geoff O'Quest, Administrative Analyst			
(18) SUPERVISOR DISTRICT(S) All Districts			

# County of San Luis Obispo



TO: Board of Supervisors

FROM: Probation / Chief Jim Salio, 781-1039

DATE: 8/18/2015

SUBJECT: Request to approve employment agreement appointing Robert Reyes to serve as the County's Assistant Chief Probation Officer. All Districts.

## **RECOMMENDATION**

It is recommended the Board of Supervisors approve and direct the chair to sign the employment agreement with Robert Reyes to serve as the County's Assistant Chief Probation Officer.

## **DISCUSSION**

The position of Assistant Chief Probation Officer was restored in the Probation Department's budget for Fiscal Year 2015-16 after being eliminated as a cost saving measure five years ago. This position is integral in advancing the use of best practices for the probation work in San Luis Obispo County. Working alongside the Chief Probation Officer, the Assistant Chief will help to ensure the Probation Department will reach its vision of being a leader in the juvenile and criminal justice systems not only locally but across the State of California.

The Assistant Chief Probation Officer is an at-will position and will serve at the pleasure of the Chief Probation Officer. As the Chief Probation Officer, I believe Chief Deputy Probation Officer Robert Reyes has demonstrated the skills and talent necessary to fill this very important position. Chief Deputy Reyes has nearly 17 years of experience as a Probation Officer and was promoted to Probation Manager in 2008 and later Chief Deputy in 2010. Robert has a wide variety of experience and most recently as Chief Deputy over Adult Services, Robert successfully led the community corrections transition which occurred as a result of the Public Safety Realignment under AB109.

Robert holds both a Bachelor's and Master's degree from California Polytechnic State University, San Luis Obispo and has obtained the California State Association of Counties Institute Senior Executive Credential Certificate.

## **OTHER AGENCY INVOLVEMENT/IMPACT**

County Counsel has approved the agreement as to form and legal effect.

## **FINANCIAL CONSIDERATIONS**

Robert Reyes will start at step four of the Assistant Chief Probation Officer salary range which is approximately \$10,595.83 per month. This will be a six percent increase over Mr. Reyes' current salary of \$9,935.47 per month as a Chief Deputy Probation Officer. The salary range step placement complies with County Code 2.48.034(d)(5) which states any general management employee who is promoted shall receive a salary in the new salary range so as to provide no less than a five percent increase in pay over the pay previously received; provided, however, that such increase shall not exceed the highest salary of the range allocated to the new classification. This will ensure that Mr. Reyes' salary increase, due to his promotion, is consistent with other county management employee promotional salary increases.

The total estimated expense for this position in FY 2015-16 is projected to be \$172,580. This includes salary of \$105,960 and benefits of \$66,620, as shown in Table 1, below.

**Table 1. FY 2015-16 Expense (partial year, at current step)**

<b>Classification</b>	<b>Salary</b>	<b>Benefits</b>	<b>Total</b>
Assistant Chief Probation Officer, step 4 of 5	\$105,960	\$66,620	\$172,580

Maximum annual expense for this position at top step is projected to be \$133,516 as shown in Table 2 below. This position is included in the Probation Department's Board-adopted budget for FY 2015-16. Approval of the staff's recommendation will not impact the budgeted level of General Fund for the department.

**Table 2. Annualized Expense (full year, at top step)**

<b>Classification</b>	<b>Salary</b>	<b>Benefits</b>	<b>Total</b>
Assistant Chief Probation Officer, step 5 of 5	\$133,516	\$82,974	\$216,490

## **RESULTS**

In FY 2015-16 the Assistant Chief Probation Officer will

- Increase Medical Administration Assistance revenue for fiscal year 2015-16 from the budgeted amount of \$135,000 to \$162,000. This is an increase of 20% for the fiscal year.
- Develop a complete written operational manual for the Juvenile Hall treatment program and ensure the County is in compliance with the SB 81 grant requirements by September of 2016.
- Develop a written strategic plan to address the implementation of evidence based practices that are not currently being used by the Probation Department. The strategic plan development will be a staff participatory process and will be completed by June 2016.
- Be responsible for coordinating AB109 outcome data with allied agencies. This data will be published in a report presented to the county Board of Supervisors in October 2016.

## **ATTACHMENTS**

1. Robert Reyes Employment Agreement