



"Excellence in Service"

Yamhill County Sheriff's Office

Sheriff Tim Svenson

535 NE 5th Street, Room 143, McMinnville, Oregon 97128-4595

Business Office: (503) 434-7506 • Fax: (503) 472-5330

Jail: (503) 434-7507 • Fax: (503) 434-7534 Email: sheriff@co.yamhill.or.us

MEMORANDUM

To: Yamhill County Board of Commissioners
Ken Huffer, County Administrator
Desiree Lundeen, Human Resources Manager

From: Tim Svenson, Sheriff *Tim Svenson*

Date: May 23, 2019

Re: FY1819 Positional Authority Transfer – Jail (010-041)

As you may be aware, the Control Room Technician (CRT) positions were reinstated in February 2017, in order to not lay off the two represented Jail Medical Technicians (010-041-404.21 *Med Tech*) staff when the third-party medical provider contract eliminated the need for those positions. With both CRT positions currently vacant, we have taken the opportunity to review the benefit of having CRTs versus having those FTEs filled as Corrections Deputies. Based on that review, and in light of the 2018 Efficiency Study that recommended additional correctional staff be hired who could be used throughout the facility and not limited to the control room, Corrections Captain Geist has requested a change in the FTE position authority for 010-041-404.10 *Control Room Tech* and 010-041-404.09 *Correction Officer*. After discussion with the captain, I agree that it is in the best interest of the Office to transfer 2.0 FTE and associated salary amounts from the Control Room Tech line to the Correction Officer line. The cost difference between a CRT and a deputy can be absorbed in the budgetary allocation due to anticipated savings in the Correction Officer line because of vacancies earlier this fiscal year.

Therefore, I am requesting the Board authorize the movement of 2.0 FTE and associated salary amounts out of the Control Room Tech line and into the Corrections Officer line. The overall FTE for 010-041 will remain the same, as will the overall approved budget authority, but this reallocation will allow us to better serve the citizenry of the county based on the needs of the Corrections Division.

Thank you for your consideration of this request.

TS:emw

cc: Justin Hogue, Business Services Director
Mike Barnhart, Finance Manager
Richard Geist, Captain, Corrections Division

Accepted by Yamhill County
Board of Commissioners on
5/30/19 by Board Order
19-163