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Office of the Sheriff

Jesse Jahner, Sheriff

November 24th, 2021

Chad Peterson, Chair

Cass County Commission

211 9th St. S.

Fargo, ND 58103

Chair Peterson,

Cass County Sheriff's Office currently has employees listed as roster employees. These employees are not full-time employees but rather employees who fill in when they are able. Roster employees do not receive benefits but receive compensation in the amount of \$20.00 an hour. In addition, these employees are not eligible currently for a yearly step increase. I am respectfully asking to increase the roster position pay from \$20.00 an hour to \$22.00 an hour. In addition, I would like to implement a pay increase schedule for the roster position. That pay increase schedule would look like the following;

Roster Pay Raise Proposal

1. Work one year at starting pay.
2. After one year and when the Roster employee completes 500 hours of work, they are eligible upon approval from their supervisor for a \$1.00 per hour raise.
3. They are subsequently eligible to earn a \$1.00 per hour raise after every 500 hours of work completed but will only be eligible to receive one raise per calendar year upon approval from their supervisor.
4. To earn raises, the Roster employee must fulfill all minimum requirements set forth in the Roster Staff Expectations sheet they sign upon starting their roster position.

Implementing both a pay increase and an incentive to earn a pay raise by meeting hour requirements will encourage more individuals to hopefully apply for the positions and encourage those hired in those positions to fill extra shifts.

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Law Enforcement Center
1612 23rd Avenue North
P.O. Box 488
Fargo, North Dakota 58107-0488
Phone: 701-241-5800
Fax: 701-241-5806

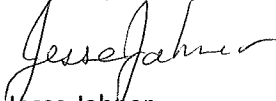
Cass County Sheriff
Courthouse
211 9th Street South
P.O. Box 488
Fargo, North Dakota 58107-0488
Phone: 701-241-5800
Fax: 701-241-5805

Cass County Jail
450 34th Street South
Fargo, North Dakota 58103
Phone: 701-271-2900
Fax: 701-271-2967

Suggested Motion

“Move to approve the roster pay from \$20.00 to \$22.00 dollars per hour and approve the Roster Pay Raise Proposed Schedule both to begin January 1st, 2022.”

Sincerely,



Jesse Jahner

Sheriff