



Office of the Sheriff

Paul D. Laney, Sheriff

December 9, 2015

Chad Peterson, Portfolio Commissioner

RE: Proposal/Request to Re-Classify positions within the Corrections Division

Chairwoman Mary Scherling,

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CASS COUNTY COMMISSION

The Corrections Division of the Sheriff's office is seeking to restructure the command element of the jail facility, in a manner that would address identified weaknesses and provide for more efficient and more effective management of the facility.

Due in part to tremendous growth of population and demand on the court transport team, we have identified a need to provide greater resources, and intend to transfer duties of one existing Sergeant position to the transport team, which would split the command duties of that unit between two specific positions – one that would focus solely on inmate transportation and a second that would focus solely on courthouse security and courtroom coordination.


The loss of this sergeant at the jail would create a rather large hole in the operational functioning of the facility, which would in turn compound the weaknesses that already exist. To address this anticipated gap, as well as the other weaknesses that are outlined in the full report that was submitted for the quarterly rotational meeting, the Sheriff's Office is seeking reclassification of one existing Sergeant position to Lieutenant, and reclassification of 4 existing corporal positions to Sergeant.

We fully expect that the costs of such reclassifications would not require any additional funding. The cost should be fully absorbed by the salary budget due to existing and expected vacancies throughout the division in 2016.

The end result of this restructuring would place a command sergeant on each of the jail teams, a lieutenant that supervises those sergeants, as well as all of the operational/custodial aspects of the jail.

Suggested Motion: "Move to reclassify one existing Sergeant(C43) position within the Corrections Division to a Lieutenant (D51) and Move to reclassify four existing Corporal positions (C41) to Sergeant (C43).

Respectfully


Michele D. Harmon, Captain
Administration/Court Services

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