

STAFF REPORT

BOARD MEETING DATE:	August 13, 2024
----------------------------	-----------------

CATEGORY: Consent Calendar 14

SUBJECT: Adopt resolutions extending the Hiring Sign-On Bonus Programs for Correctional Officer, Deputy Sheriff, District Attorney’s Investigator classifications.

DEPARTMENT: Support Services

SUPERVISORIAL DISTRICT #: All

DEPARTMENT CONTACT: Monica Fugitt, Director of Support Services, (530) 225-5515

STAFF REPORT APPROVED BY: Monica Fugitt, Director of Support Services

<u>Vote Required?</u> Simple Majority Vote	<u>General Fund Impact?</u> No Additional General Fund Impact
--	---

RECOMMENDATION

Adopt resolutions to the Memorandum of Understanding extending the Hiring Sign-On Bonus Programs for the: (1) Deputy Sheriff’s Association –Deputy Sheriff, Sergeant, and District Attorney Investigator unit (DSA-DSS/DAI); and (2) Deputy Sheriff’s Association – Correctional Officer-Deputy Sheriffs unit (DSA-CO).

DISCUSSION

The Sheriff’s Office and District Attorney’s Office, continue to experience significant difficulties in recruiting and hiring for certain law enforcement positions. While this issue is not limited to law-enforcement, the higher level of scrutiny applied during the background process for law enforcement positions exacerbates the difficulties in successful recruitment and hiring of staff. The Board previously approved of MOU amendments implementing pilot to offer signing bonuses to classifications that have experienced significant recruitment challenges.

The sign-on hiring bonuses are in the amounts described below but are paid in two-installments, half at initial hiring and half upon successful completion of probation:

- Correctional Officer I – Deputy Sheriff: \$5,000
- Correctional Officer II – Deputy Sheriff: \$15,000
- Deputy Sheriff Trainee: \$7,500
- Deputy Sheriff – Journey Level/Lateral: \$15,000
- District Attorney Investigator I/II: \$15,000

As a condition of receiving any of the sign-on bonuses described above, new hires must not have been employed by the County of Shasta in the immediate preceding 36 months and would be required to sign an Agreement to remain employed with the Shasta County District Attorney or Sheriff’s Office for at least three full years from the date of hire or be responsible for a pro-rata repayment of any applicable sign-on bonus.

Signing bonuses are not included in calculation of retirement contribution. Payments would be included in the employee’s regular payroll and subject to all applicable payroll taxes.

Since implementation of these signing bonuses, both the Sheriff’s Office and District Attorney’s Office have successfully onboarded and retained employees who have accepted the signing bonuses.

After evaluating the success of the program, it is recommended the Board of Supervisors adopt resolutions amending the MOUs with the DSA – DSS/DAI and the DSA-CO units. If approved, the amendments would extend the Hiring Sign-On Bonus Program retroactively to the 2024-25 Fiscal Year, effective July 1, 2024, and continue the program each subsequent fiscal year contingent on the County’s Board of Supervisors appropriating funds for the program in the County’s budget for that fiscal year. Each subsequent year’s extension will be subject to County Executive Officer review and approval, and with the understanding that the County reserves the right to discontinue the program during any fiscal year, in the event that recruitment and retention concerns are alleviated and the sign on bonus program is no longer needed.

ALTERNATIVES

The Board may decline to approve of the proposed MOU amendments. This is not recommended as the Sheriff and District Attorney Offices continue to experience recruitment and retention difficulties, and the signing bonuses have proven to be a successful recruitment and retention tool to address these challenges.

OTHER AGENCY INVOLVEMENT

The Support Services Department-Personnel Unit prepared the MOU amendments and resolutions. The DSA-DSS/DAI and DSA-CO units have agreed to the MOU amendments and extension of this Hiring Sign-On Bonus Program under the conditions described. County Counsel has approved the resolutions as to form. The Recommendation has been reviewed by the County Administrative Office.

FISCAL IMPACT

There is no additional general fund impact associated with this recommendation; the expenses associated with the signing bonus programs have been included in the FY 2024-25 Budgets for the Sheriff’s Office and District Attorney’s Office. The continuation of the program in future fiscal years will be subject to the Board appropriating funds in future Budget years, and the program can be discontinued by the County Executive Officer at any time for Budgetary reasons and/or alleviation of recruitment and retention concerns for these classifications.

ATTACHMENTS:

- 1: Resolution - DSA-CO
- 2: DSA-CO Amendment
- 3: Resolution - DSA-DSS/DAI
- 4: DSA-DSS/DAI Amendment