

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Troy J. Knudson
INITIATED BY



Chief Deputy Barbara J. Tillman
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

January 31, 2019
DATE DRAFTED

**ELIMINATING 3 SERGEANT POSITIONS AND
ADDING 4 CORRECTIONAL SUPERVISOR POSITIONS**

1 **WHEREAS**, in light of three (3) recent Sergeant vacancies due to retirements, the Sheriff has reviewed
2 the supervisory staffing needs for both the Jail and Patrol Bureau; and,
3
4 **WHEREAS**, the elimination of the three (3) vacant Sergeant positions allows funding of four (4)
5 Correctional Supervisor positions; and,
6
7 **WHEREAS**, adding four (4) Correctional Supervisor positions creates the staffing ability to have
8 supervisory coverage for each color day on the five/two, five/three work schedule shifts by having one
9 (1) Sergeant and two (2) Correctional Supervisors on both first and third shifts and three (3) Sergeants on
10 second shift in the Jail, as well as three (3) Sergeants on each shift in the Patrol Bureau; and,
11
12 **WHEREAS**, adding four (4) Correctional Supervisor positions creates additional career path
13 opportunities for Correctional Officers as the Correctional Officers have a strong understanding of the
14 daily operations of the Jail. Thus based upon that job knowledge, some of them would be capable of
15 assuming a position of more responsibility as a supervisor; and,
16
17 **WHEREAS**, one (1) Correctional Supervisor unilateral position has existed since May of 2009, as a part
18 of the Sheriff's Non-Command Staff Unilateral Pay Grid at Range 17A, as a Unilateral (C) employee
19 with retirement provisions aligned with the Rock County Deputy Sheriff's Supervisor Association as
20 cited in Personnel Ordinances 18.109 & 18.109(a); and,
21
22 **WHEREAS**, the expanded compliment of Correctional Supervisors may on occasions result in extended
23 shift mandated overtime. Due to unplanned absences of other Correctional Supervisors, there is a need
24 for the Correctional Supervisor position to be changed from a Unilateral (C) employee to a Unilateral
25 (A*) employee category; and,
26
27 **WHEREAS**, there are funds in the 2019 Sheriff's budget for the three (3) Sergeant positions and
28 eliminating the three (3) Sergeant positions and adding four (4) Correctional Supervisor positions would
29 result in a cost savings of \$13,917.64.
30
31 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
32 assembled this 14th day of February, 2019, eliminate the three (3) Sergeant positions and add
33 four (4) Correctional Supervisor positions.

Respectfully Submitted,

PUBLIC SAFETY AND JUSTICE COMMITTEE

Mary Beaver
Mary Beaver, Chair

Phil Owens
Phil Owens, Vice Chair

Terry Fell
Terry Fell

Kara Hawes
Kara Hawes

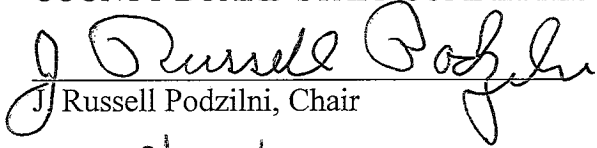
Brian Knudson
Brian Knudson

19-2A-185

ELIMINATING 3 SERGEANT POSITIONS AND ADDING 4 CORRECTIONAL SUPERVISOR POSITIONS

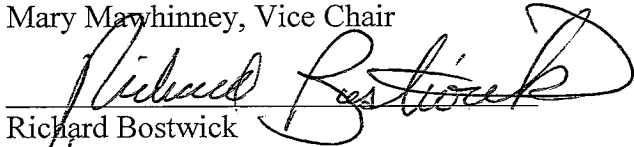
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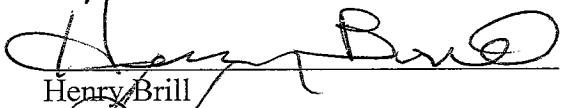
COUNTY BOARD STAFF COMMITTEE

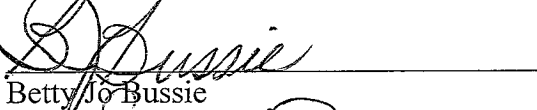

J Russell Podzilni, Chair

absent

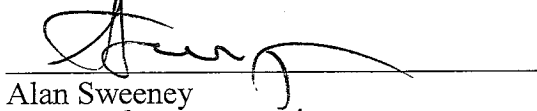
Mary Mawhinney, Vice Chair

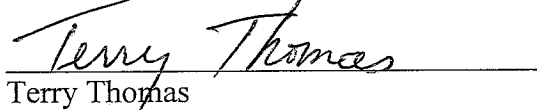

Richard Bostwick


Henry Brill


Betty Jo Bussie


Louis Peer


Alan Sweeney


Terry Thomas


Bob Yeomans

FISCAL NOTE:

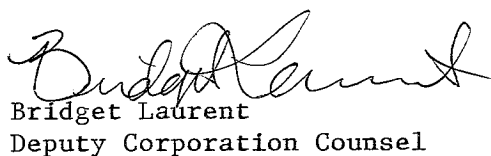
The attached resolution requests the elimination of three LES Sergeant positions and the addition of four Correctional Supervisor positions. These changes will result in savings in the Sheriff's Office overall budget.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to §59.22(2), Wis. Stats.


Bridget Laurent
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator

ELIMINATING 3 SERGEANT POSITIONS AND ADDING 4 CORRECTIONAL SUPERVISOR POSITIONS

EXECUTIVE SUMMARY

In late December of 2018, three (3) Sergeants retired from the Sheriff's Office creating three vacancies in the Sergeant ranks. On January 7, 2019, Sheriff Knudson began his term as the elected Sheriff and subsequently reviewed the supervisory staffing needs for both the Jail and Patrol Bureau. He identified a need to ensure supervisory staffing for each color day of the 5/2, 5/3 work schedule shifts. In order to accomplish this level of supervisory staffing, there was a need for nine supervisors for the Jail shifts and nine supervisors for the Patrol Bureau shifts, for a total of eighteen supervisors which is an increase of two supervisors for the Jail shifts.

With input from staff, the Sheriff agreed upon the decision to increase the number of Correctional Supervisor positions. The ability to eliminate three (3) Sergeant positions and add four (4) Correctional Supervisor positions would provide additional career path opportunities for the Correctional Officers. Additionally, the Correctional Officers have demonstrated a strong understanding of the daily Jail operations and best Correctional practices making some of them highly skilled and capable of this career progression to a supervisor position.

The Unilateral Correctional Supervisor position was established as part of the Sheriff's Office 2009 Budget, at Unilateral Pay Plan Pay Grid Range 17, as a Unilateral (C) employee. In September of 2015, (CB resolution Sep. 17, 2015), the Correctional Supervisor position was placed in the Sheriff's Non-Command Staff Unilateral Pay Grid at Range 17A as a Unilateral (C) employee. Personnel Ordinances 18.109 and 18.109(a) address benefits of the labor agreement with the Rock County Deputy Sheriff Supervisors Association related to health insurance provisions for retirees as cited in *Correctional Supervisor 18.109(a)*.

The assignment of Correctional Supervisors to Jail shifts may occasionally result in extended shift mandated overtime due to unplanned absences, such as sick time benefit use, by other Correctional Supervisors. Therefore, there is a need to change the Correctional Supervisor position from a Unilateral (C) employee to a Unilateral (A*) employee category.

There is funding in the Sheriff's 2019 Budget for the three (3) Sergeant positions. Eliminating these three (3) Sergeant positions and adding the four (4) Correctional Supervisor positions would result in a cost savings of \$13,917.64 in the Sheriff's Budget personnel accounts.