MARIPOSA COUNTY
BOARD OF SUPERVISORS
DEPARTMENT: SHERIFF

AGENDA
ACTION FORM

AGENDA ITEM NO.: 5
BY: Sheriff Matlock
PHONE: 966-3615

DATE: March 10, 1998

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes ___ No X )

Request waiving the hiring freeze on Sheriff's Patrol Sergeant and Sheriff's Captain positions. A Sheriff's Captain is responsible for the planning, organizing, coordinating, supervising Sergeants, administering and commanding the day to day operations of the Sheriff’s Office. This includes but not limited to the following duties: Records, Boating Safety Personnel, Boating Safety Budget, Animal Control Personnel, Animal Control Budget, Evidence System, Crime prevention programs, Jail Facility, Sheriff’s Office Equipment and Supplies, Civil Process, Responds to and participates at major crime scenes, makes arrests and various other duties as assigned. The Sheriff’s Sergeant supervises and participates in the patrol operations of an assigned shift and formally evaluates the work of others. The Sergeant provides effective field supervision of Deputy Sheriff’s. Requesting that this request be retroactive to March 3, 1998.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board has placed a hiring freeze on these positions due to budget constraints.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approving waiving the hiring freeze on these positions. This would result in a lack of supervision of subordinates, possibly subjecting the county to unnecessary liability.

<table>
<thead>
<tr>
<th>COSTS:</th>
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<tbody>
<tr>
<td>A.</td>
<td>Budgeted current FY</td>
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<tr>
<td>B.</td>
<td>Total anticipated costs</td>
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<tr>
<td>C.</td>
<td>Required additional funding</td>
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<tr>
<td>D.</td>
<td>Internal transfers</td>
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<tr>
<th>SOURCE:</th>
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<tbody>
<tr>
<td>A.</td>
<td>Unanticipated revenues</td>
</tr>
<tr>
<td>B.</td>
<td>Reserve for contingencies</td>
</tr>
<tr>
<td>C.</td>
<td>Balance in Reserve for Contingencies, if approved:</td>
</tr>
</tbody>
</table>

COSTS: ( ) Not Applicable

SPECIAL INSTRUCTIONS: List the attachments and number the pages consecutively:

<table>
<thead>
<tr>
<th>ADMINISTRATIVE OFFICER'S RECOMMENDATION:</th>
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<tbody>
<tr>
<td>This item on agenda:</td>
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<tr>
<td>Recommended</td>
</tr>
<tr>
<td>For Policy Determination</td>
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<tr>
<td>Submitted with Comment</td>
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<tr>
<td>Returned for Further Action</td>
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</table>

Comment: ____________________________

A.O. Initials: _____________________

The foregoing instrument is a correct copy of the original on file in this office.

Res. No.: ___________________________
Ord. No.: ___________________________

Vote - Ayes: _________________________
Noes: _______________________________
Absent: ____________________________

Approved: ____________________________
( ) Denied: __________________________
( ) No Action Necessary

ATTEST: ___________________________
MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California

By: ________________________________
Deputy

Action Form Revised 5/92
MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

___________________________

TO: ROGER MATLOCK, Sheriff

FROM: MARGIE WILLIAMS, Clerk of the Board

SUBJECT: Waiving Hiring Freeze on Supervisory and Management Personnel; Res. 98-86

___________________________

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on March 10, 1998

ACTION AND VOTE:

10:18 a.m. Roger Matlock, Sheriff;
Resolution Waiving the Hiring Freeze on the Sheriff’s Patrol Sergeant and Sheriff’s Captain Positions

BOARD ACTION: Discussion was held with Roger Matlock and Pelk Richards/Undersheriff. (M)Stewart, (S)Pickard, to waive the hiring freeze, was withdrawn by maker, following further discussion. Supervisor Pickard suggested that the Board’s liaison committee (Supervisors Pickard and Balmain) meet with the Sheriff and review the request and the concerns that have been expressed and come back with a recommendation. Supervisor Parker requested that the committee also review the overall structure of the department as it exists today and possible structure for the future, including organizational changes. (M)Stewart, (S)Balmain, Res. 98-86 adopted authorizing the temporary out-of-class filling of the positions as discussed, and with direction for the Board’s liaison committee to meet with the Sheriff and come back with recommendations within two weeks if possible -- Sheriff to reschedule the matter/Ayes: Unanimous.

cc: Doug Balmain, District II Supervisor
Bob Pickard, District V Supervisor
Jeff Green, County Counsel
Nancy Kyle, Personnel
Janet Hogan, County Administrative Officer
Ken Hawkins, Auditor
File