

MARIPOSA COUNTY  
BOARD OF SUPERVISORS

AGENDA  
ACTION FORM

DATE: 8-2-94  
AGENDA ITEM NO.: 4

DEPARTMENT: SHERIFF

BY: SINCLAIR

PHONE: 209-966-3615

**RECOMMENDED ACTION AND JUSTIFICATION:** ( Policy Item: Yes\_\_\_ NoXX\_)  
REQUEST RESOLUTION AUTHORIZING THE SHERIFF TO FILL EXISTING VACANCIES  
(ONE FULL TIME AND ONE CONTRACT) AND TO ENTER INTO A CONTRACT FOR EXTRA  
HELP FOR THE OFFICE TECHNICIAN AND DISPATCHER POSITIONS)  
THE SHERIFF RECENTLY HAD ONE DEPUTY RESIGN AND ANOTHER CONTRACT DEPUTY  
REACH THE HOUR CAP ON HIS TIME. NEW EMPLOYES FROM THE LIST WERE IN THE  
PROCESS OF BACKGROUND CHECKS WHEN THE BOARD POLICY REQUIRING APPROVAL  
WAS FORMULATED. AS THE BOARD IS AWARE, THE SHERIFF'S DEPARTMENT IS AT  
PRESENT STRAPPED TO KEEP UP WITH SERVICE DEMANDS. ADDITIONALLY WE HAVE  
ONE POSITION OFF ON SICK LEAVE. THIS CAUSES PROBLEMS WITH OUR  
SCHEDULING AND OUR ABILITY TO SERVE THE CURRENT DEMANDS PLACED UPON THE  
DEPARTMENT. THE CONTRACT POSITION IS TO FULFILL OUR AGREEMENT WITH THE  
FOREST SERVICE WHO IS FUNDING THAT POSITION. THE EXTRA HELP OFFICE  
PERSON IS TO ENABLE COVERAGE OF THAT POSITION WHEN THE FULL TIME PERSON  
IS SICK, OR TAKES TIME OFF. THE EXTRA HELP DISPATCHER POSITION IS USED  
IN A LIKE MANNER

**BACKGROUND AND HISTORY OF BOARD ACTIONS:**

THE BOARD HAS RECENTLY REQUIRED THIS ACTION DUE TO THE CURRENT BUDGET  
SITUATION.

**LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

DO NOT FILL THE POSITIONS. TAKE THE RISK OF BEING LESS RESPONSIVE TO  
THE DEMANDS PLACED UPON LAW ENFORCEMENT. DO NOT COMPLETE THE FOREST  
SERVICE CONTRACT

**COSTS:** ( ) Not Applicable  
A. Budgeted current FY \$ \_\_\_\_\_  
B. Total anticipated costs \$ \_\_\_\_\_  
C. Required additional funding \$ \_\_\_\_\_  
D. Internal Transfers \$ \_\_\_\_\_  
SOURCE ( ) 4/5ths Vote Required  
A. Unanticipated Revenue \$ \_\_\_\_\_  
B. Reserve for contingencies \$ \_\_\_\_\_  
C. Source description: \_\_\_\_\_  
Balance in Reserve for Contingencies,  
if approved: \$ \_\_\_\_\_

**SPECIAL INSTRUCTIONS:**  
List the attachments  
and number the pages  
consecutively:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CLERK'S USE ONLY:**  
Res. No.: 94-318 Ord. No. \_\_\_\_\_  
Vote - Ayes: 5 Noes: \_\_\_\_\_  
Absent: \_\_\_\_\_ Abstained: \_\_\_\_\_  
( ) Approved ( ) Denied  
(X) Minute Order Attached ( ) no Action

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

Date: \_\_\_\_\_  
ATTEST: MARGIE WILLIAMS, Clerk of the  
Board. County of Mariposa,  
State of California


By: \_\_\_\_\_  
Deputy

**ADMINISTRATIVE OFF.**  
**RECOMMENDATION:**  
This item on the agenda  
as:  
\_\_\_ Recommended  
\_\_\_ Not Recommended  
\_\_\_ For Policy  
Determination  
\_\_\_ Submitted with  
Comment  
\_\_\_ Returned for  
Further Action  
Comment: \_\_\_\_\_  
A.O. Initials: \_\_\_\_\_

MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

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TO: ROGER MATLOCK, SHERIFF  
FROM: MARGIE WILLIAMS, CLERK OF THE BOARD   
SUBJECT: WAIVER OF HIRING FREEZE

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THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,  
ADOPTED THIS Order on August 2, 1994

ACTION AND VOTE:

9:30 a.m. Roger Matlock, Sheriff;  
Resolution Authorizing the Sheriff to Fill Existing Vacancies  
(One Full-Time and One Contract Deputy) and to Enter Into a  
Contract for Extra-Help for the Office Technician Position  
BOARD ACTION: Discussion was held with Roger Matlock and Pelk  
Richards/Undersheriff, concerning request, plus the additional  
request for dispatcher position. (M)Parker, (S)Erickson, Res.  
94-318 adopted approving the following: 1) filling the deputy  
position to fulfill the Forest Service contract; 2) filling the  
other deputy position with part-time help pending adoption of the  
final budget; 3) filling the extra-help office technician  
position on an as-needed basis; and 4) authorizing and filling  
the dispatcher position with extra help within budgeted  
funding/Ayes: Unanimous.

cc: Mike Coffield, County Administrative Officer  
Ken Hawkins, Auditor  
Jeff Green, County Counsel  
Personnel  
File