

**MEMORANDUM  
PERSONNEL DEPARTMENT  
COUNTY OF PLACER**

**To:** Board of Supervisors  
**From:** Nancy Nittler, Personnel Director  
**By:** Ann Craig, Personnel Services Manager *AC*  
**Date:** May 27, 2008  
**Subject:** Approve a Side Letter Agreement with Placer County Deputy Sheriffs' Association on the Allocation and Use of Correctional Sergeants and Deputy Sergeants in the Auburn Jail.

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**Recommendation:**

Approve the attached Side Letter Agreement with Placer County Deputy Sheriffs' Association (PCDSA) on the allocation and use of Correctional Sergeants and Deputy Sergeants in the Auburn Jail.

**Background:**

Beginning in 1978, the classifications of Correctional Officer I/II/Senior were used to staff the jail at the Historic Auburn Courthouse. The classification of Correctional Technician (CT) was created in 1984 /1985 for the opening of the Auburn jail located at the DeWitt Center. The CT classification was used to monitor the inmates from the secured housing control booths to eliminate inmate contact. CT's were used to staff the minimum security barracks as well. Sheriff Deputies were used for transportation, court appearances, and direct supervision of the inmates.

In 1994, the need was recognized to develop a more stable workforce at the jail, to reduce turnover and transfers of personnel between jail and patrol, and seek out employees who wanted to have a career in corrections, therefore it was recommended to return to two separate and distinct career paths for corrections staff and patrol deputies. The classification of Correctional Officer I/II (CO) was re-created in February 1995 to replace the classification of Correctional Technician I/II (CT) in the Auburn Jail. Meetings were conducted in 1994 and 1995 with both Placer Public Employees Organization (PPEO) and PCDSA to discuss the transition issues from using the CT classification to the CO classification. Also discussed was the need to develop a career ladder for Correctional Officers to further a stable workforce and create career opportunities. It was decided that the additional classifications of Correctional Sergeant and Lieutenant would be established, but would be established at a later time when the then current group of CT's had adequate CO experience to become Sergeants, and ultimately Correctional Lieutenants in the jail.

Informal discussions with PPEO and the PCDSA were again conducted prior to the Civil Service Commission's adoption of the Correctional Sergeant classification on May 8, 2000. The Civil Service Commission authorized the reclassification of 7 of the 9 Sheriff's Deputy Sergeant positions to Correctional Sergeant positions. On June 6, 2000 the classification of Correctional Sergeant was adopted and approved by the Board of Supervisors along with the reallocation of positions to that class.

In late fall of 2007, the department promoted a CO to a Correctional Sergeant position. PCDSA filed a request to meet and confer on the filling of the Sergeant positions as well as the number of CO Sergeants employed at the jail. Although, the meet and confer had previously taken place, the Department agreed to meet further with the PCDSA on the issue.

**Resolution:**

The Sheriff's Department met with PCDSA. The Side Letter with PCDSA is to document what has been informally discussed and in practice for the past 8 years and to guide relations in the future.

**Fiscal Impact:**

There is no fiscal impact as the positions are currently funded in the Sheriff's Department budget.

cc: Devon Bell, Undersheriff  
David Keyes, Jail Captain  
Josh Tindall, PCDSA President  
Hedy Dehghan, Sr. Personnel Analyst

**SIDE LETTER OF AGREEMENT- Correctional Sergeants**

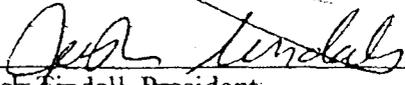
This letter of agreement is intended to evidence the understanding and agreement between the Placer County Deputy Sheriff's Association (DSA), a recognized employee organization, and the County of Placer through the Placer County Sheriff's Department (County), regarding the further implementation of the Correctional Sergeant classification at the Placer County Main Jail and Minimum Security Facilities, DeWitt Center, Auburn, California (Auburn Jail Facilities). This letter of agreement will be incorporated into the next Memorandum of Understanding to be adopted. This agreement is being entered into after participation in meet and confer between the County and the DSA.

On or about May 23, 2000, and after initial meet and confer, the Placer County Board of Supervisors approved the creation of the Correctional Sergeant classification and reclassified seven (7) Sheriff's Sergeant positions to Correctional Sergeant positions.

The parties agree as follows:

1. The jail transportation and court sergeant(s) positions will remain Sheriff Sergeant, and not Correctional Sergeant, assignments.
2. Because of its unique attributes, the Jail Administrative Sergeant position is a three to five year minimum assignment commitment. With that commitment in mind, when the Jail Administrative Sergeant position becomes open, recruitment will be open to both the Correctional Sergeant class and the Sheriff Sergeant class, on a lateral transfer basis and, to the extent there is an available Sergeant allocation in either class, on a promotional basis.
3. Should additional sergeant positions be created for the Auburn Jail Facilities, beyond the current seven, then those positions will be created as Sheriff Sergeant and not Correctional Sergeant positions, unless the DSA and Department first meet and confer otherwise.

**PLACER COUNTY DEPUTY SHERIFF'S ASSOCIATION**

  
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Josh Tindall, President,  
On behalf of The Placer County  
Deputy Sheriff's Association.

3-24-08  
Date

**COUNTY OF PLACER BOARD OF SUPERVISORS**

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Supervisor Jim Holmes, Chairman,  
On behalf of the Placer County  
Board of Supervisors.

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Date

