

TIM LANE
Scott County Sheriff

Item #9
8/8/17

SHAWN ROTH
Chief Deputy Sheriff



BRYCE SCHMIDT
Chief Deputy Sheriff

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Date: August 8, 2017

Memo To: Board of Supervisors

From: Sheriff Lane

REF: Overfilling Corrections Officer Position

The Sheriff's office is requesting the ability to overfill the position of Corrections Officer for the remainder of this fiscal year or until there is attrition, whichever comes first. There are currently 5 vacant full-time vacancies for the Corrections Officer position. There generally is regular turn over in the position but this year has had exceptional resignations and retirements. In fact, our records indicate only one year where we were at full staff for the allotted 59 Corrections Officers. The original study recommended 56 officers and 3 "buffer" positions. The 3 "buffer" positions were added to the budget in FY13. We filled 7 positions this past spring and have already lost two candidates. We currently have 5 new employees with less than a year of service.

We just completed a recruitment process and have several promising candidates. These candidates now move from the interview process to the background and reference checks. If they are successful at this stage, we proceed with a conditional offer of employment, physicals and completion of the Minnesota Multiphasic Personality Inventory (MMPI). If we successfully move 7 candidates out of this process I'd like to start all 7 candidates, rather than 5, through the Field Training Officer (FTO) program. Although we're hopeful all 7 candidates will successfully complete the FTO program, history shows this will not be the case. Therefore, it is doubtful all 7 candidates will remain on the payroll through the end of the fiscal year. We also can't predict the retirements or resignations that may occur in the next 9 months.

I'm not requesting any additional funding to accomplish this one time overfill or asking for a permanent change to my table of organization. I feel confident the Sheriff's office budget can absorb the costs since we are currently understaffed in other positions as well. It is likely 4-6 weeks before we will get the individuals hired due to the extensive process. Nine months of salary and benefits for one Corrections Officer is \$50,461.

I appreciate your consideration of the matter as I work toward maximizing the onboarding of staff in the Jail.