

**TIM LANE**  
**Scott County Sheriff**

Item #7  
7/23/19

**SHAWN ROTH**  
Chief Deputy Sheriff



**BRYCE SCHMIDT**  
Chief Deputy Sheriff

EMERGENCY 9-1-1  
(563) 326-8625  
(563) 326-8689 (FAX)

400 West 4<sup>th</sup> Street  
Davenport, Iowa 52801-1104

[www.scottcountyiowa.com/sheriff](http://www.scottcountyiowa.com/sheriff)  
[sheriff@scottcountyiowa.com](mailto:sheriff@scottcountyiowa.com)

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Date: July 25, 2019

Memo To: Board of Supervisors

From: Sheriff Lane

**REF: Temporary Increase of 2.0 FTE Bailiffs for Administrative Building Security**

Due to the increased number of adult and juvenile transports, the bailiffs have been unable to staff the Administrative Center at the current rate of 12.4 FTE. There have been several incidents in the Administrative building recently which have required security. The Sheriff's Office would like to request a temporary overfill of 2.0 FTE, which has been determined to be necessary to staff a shortage of bailiffs making it possible to provide the necessary security for the courts and the Administrative Center. Bailiffs are currently being supplemented by deputy sheriffs to provide the needed security to the courthouse and courtrooms which is the reason for the 2.0 FTE request.

2.0 FTE would be covered by two full time employees with benefits of which we have a current list of applicants for. There is no request for a budget change as a result of this request. The cost is to be absorbed by the Sheriff's Office salary budget as a whole. The Sheriff's Office typically underspends the salary budget each year due to turnover and unfilled positions. In FY18 the Sheriff's Office underspent the salary budget by over \$293,000 and in FY19 it was over \$238,000 with both years having positions overfilled. In FY19 there was a temporary overfill of the bailiff position during the elevator project.

Thank you.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON  
\_\_\_\_\_  
DATE  
\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

July 25, 2019

APPROVAL OF THE TEMPORARY INCREASE OF 2.0 FTE BAILIFFS FOR  
ADMINISTRATIVE BUILDING SECURITY IN THE SHERIFF'S OFFICE.

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. That the Board hereby approves the temporary increase of 2.0 FTE  
bailiffs for security in the Administrative Building.

Section 2. This resolution shall take effect immediately.