



# County of Fresno

Hall of Records, Rm. 301  
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Fresno, California  
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## Legislation Text

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**File #:** 21-1097, **Version:** 1

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**DATE:** November 16, 2021  
**TO:** Board of Supervisors  
**SUBMITTED BY:** Kirk Haynes, Chief Probation Officer  
**SUBJECT:** Salary Resolution Amendment - Retitle

### RECOMMENDED ACTION(S):

**Approve Amendment to the Salary Resolution retitling the Probation Administrative Division Director classification series to Deputy Chief Probation Administrative Officer, the Probation Division Director series to Deputy Chief Probation Officer, and the Probation Services Manager series to Assistant Deputy Chief Probation Officer, effective November 29, 2021 as reflected in Appendix F.**

There is no additional Net County Cost associated with the approval of the recommended action, which will retitle the following classifications: the Probation Administrative Division Director, Probation Division Director, and Probation Services Manager series. This item is countywide.

### ALTERNATIVE ACTION(S):

If the recommended action is not approved, the current classification series will remain unchanged; however, the Department would continue to be inconsistent with other probation departments in California.

### FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. The Department has sufficient appropriations in its FY 2021-22 Adopted Budgets for Orgs 3430, 3432, and 3440 to cover any incremental costs associated with the proposed re-allocation of positions. The retitling of the Administrative Division Director, Probation Division Director, and Probation Services Manager series will update classification titles only with no impact to job specifications or compensation.

### DISCUSSION:

The Fresno County Probation Department is a member of the criminal justice system with the mission is to provide protection for the community, support victim advocacy, and deliver essential services to the courts. This mission is accomplished through collaboration and partnerships which encompass a continuum of sanctions including prevention/intervention programming, investigation, supervision, and incarceration.

The Department currently has one Probation Administrative Division Director, six Probation Division Directors, and twenty-two Probation Services Managers. Approval of the recommended action will retitle these positions within the Department in an effort to promote consistency with other probation departments in California and to delineate the Division Director positions from other County department positions. The Probation Administrative Division Director, the Probation Division Directors, and Probation Services Managers who perform similar job functions as that of those positions located in other county probation departments in California use the Deputy Chief Probation Administrative Officer, the Deputy Chief Probation Officer, and the Assistant Deputy Chief Probation Officer job titles. The recommended changes will retitle the aforementioned

positions in Fresno County to remain consistent with other county probation departments in California.

In consultation with the Department of Human Resources, the Probation Department is requesting to retitle one Administrative Division Director to a Deputy Chief Probation Administrative Officer, six Probation Division Directors to Deputy Chief Probation Officers, twenty-two Probation Services Managers to Assistant Deputy Chief Probation Officers. Overall, twenty-nine employees' job titles will change as a result of the recommended action. There will be no change to job specifications or compensation.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Appendix F

CAO ANALYST:

Greg Reinke