

RESOLUTION

NO: 2024-03-035

LIVINGSTON COUNTY

DATE: March 25, 2024

Resolution Authorizing the Reclassification of a Jail Intake Specialist to a Jail Division Deputy Position - Sheriff

WHEREAS, the Sheriff’s Office has identified the need to add an additional Jail Division Deputy position to the Inmate Services Unit; and

WHEREAS, this position would allow the Sheriff’s office to efficiently maintain the high level of services and growth opportunities of several substance abuse prevention programming, anger management, GED, discharge planning assistance, and other self-improvement opportunities through the Inmate Services Program in conjunction with various community providers. Assist with more than fifty programs, groups and classes scheduled monthly through Inmate Services Unit, if the addition were granted; and

WHEREAS, the additional deputy plays a critical role in sustaining the coordination with Reach the Forgotten Jail Ministries, which provide pastoral care and religious services to inmates, which exceed over thirty worship services and Bible studies provided each week to jail inmates; and

WHEREAS, with the elimination of the vacant Jail Services/Intake Specialist position, any yearly differential in salary and fringes for this position would be funded with the Inmate Commissary Fund (595); and

WHEREAS, current Inmate Commissary Fund balance is approximately \$402,819.

THEREFORE, BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the reclassification of one Jail Intake Specialist to one Jail Services Deputy in FY 2024 to the Livingston County Sheriff’s Office.

THEREFORE, BE IT FURTHER RESOLVED the Livingston County Board of Commissioners authorizes any budget amendment necessary to Livingston County Sheriff’s Office’s FY 2024 general fund and commissary fund budget to effectuate the addition of the Deputy.

CURRENT:

Position #	Description	Group	Grade	FTE	Status
35100104	JAIL INTAKE SPECIALIST	NU	4	1.00	A

PROPOSED:

Position #	Description	Group	Grade	FTE	Status
35100104	CORRECTIONS DEPUTY	DEPS	CO	1.00	A

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MOVED:

SECONDED:

CARRIED: