

MINUTES

SISKIYOU COUNTY COMMUNITY CORRECTIONS PARTNERSHIP SPECIAL MEETING

August 3, 2023

Time: 2:00 p.m.

Location: ZOOM

i) Call to Order/Roll Call Introductions

Chief Coley called the CCP meeting to order at 2:00 pm and welcomed the participants. Roll was called and a quorum was established.

Executive Committee/Executive Committee Alternate Members Present: Michael Coley, Chief Probation Officer; Mark Gilman, Chief of Police City of Yreka; Ms. Lael Kayfetz, Public Defender; Renee Crane, Siskiyou County Superior Court; Dr. Sarah Collard, Health and Human Services Director.

Staff Present: Camy Rightmier, Administrative Services Manager; Erin Welch, Probation Program Coordinator;

Others Present: Rachel Rosemeyer, Assistant Public Defender; Commissioner Michael DeArton, Siskiyou County Superior Court; Nikki Balboa, Veteran's Services representative

ii) Time Slot Allocation for Presentations from the Public: None

Please note: This time slot is for information from the public. No action or discussion will be conducted on matters presented at this time.

1. Discussion and possible action regarding 10% increase to CCP payroll budget (adjustment) as a result of salary increase;

Chief Coley gave an overview of the item regarding the salary increases and motion requested. He shared that the figures provided by the County Administrator's office include vacant positions and may not include new positions that have been filled since Recommended budget was approved. Based on this, and other unknowns, it is likely the actual 10% obligation will be higher. The current proposed amount based on information provided is \$163,060.

Ms. Kayfetz asked how the funding would be tracked for vacant positions. Chief Coley stated for any CCP vacant positions, the excess funding would remain in the CCP fund balance and further discussion on tracking of general fund vacancies would be discussed during the next agenda item. With no further discussion, he asked for a motion.

Motion to approve increase to CCP payroll budget from fund balance to cover 10% of salary increase made by Dr. Collard

Second: Ms. Kayfetz

Motion passed unanimously.

2. Discussion and possible action regarding one-time 10% contribution to executive committee member's (Justice Partners) general fund budget in order to cover the cost of salary increases;

Chief Coley gave an overview of requested motion. Ms. Crane asked if this contribution would cover ongoing increases to salaries and benefits, to which Chief Coley responded that it was just a onetime contribution to all positions in general fund justice partners (District Attorney, Public Defender, Jail, Sheriff-Coroner, Probation). Chief Coley shared the current 10% increase to the General fund Justice Partners salaries and benefits, based on information provided by the County Administrator's office, is \$143,330. Chief Gilman asked for clarification on the salary survey and how the County came up with the department contribution requests. Chief Coley shared an overview of salary survey and that the Board of Supervisors approved a maximum salary increase of 10% based on the average median across all job descriptions and counties surveyed. He further added the County has identified onetime funding to cover 90% of the raises and requested departments cover 10% this fiscal year, but further fiscal years will need to be covered 100%. Dr. Collard added that Health and Human Services agency is not a general fund department and is not included in the ask. Ms. Kayfetz shared she would like some kind of tracking put into place so any general fund contributions to vacant positions would be moved back to the CCP fund balance. Discussion ensued regarding this request and the Committee determined the Probation Administrative Services Manager would put together a process to track these vacancies with the cooperation of the Justice Partners' fiscal staff. With no further discussion, Chief Coley asked for a motion.

Motion to approve onetime CCP contribution from fund balance to General Fund Justice Partners to cover 10% increase to their payroll budgets and authorize Probation staff to work with Justice Partners' fiscal staff to track vacant positions in order to transfer unspent funds back to CCP fund balance.

Motion made by Dr. Collard

Second: Ms. Kayfetz

Motion passed unanimously.

3. Adjourn -

Being no further discussion, meeting adjourned at 2:15pm

Next meeting: September 11, 2023 @ 12:15 p.m.