

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



755

FROM: Bob Doyle, Sheriff-Coroner-PA

SUBMITTAL DATE: July 29, 2003

SUBJECT: Approval of the Addition of an Office Assistant II for the Support of the Coachella Valley Violent Crime Gang Task Force and Adoption of Resolution No. 440- 8494

RECOMMENDED MOTION: Move that the Board of Supervisors:

1. Amend Ordinance No. 440 Pursuant to Resolution No. 440- 8494 submitted herewith. Per the Resolution add the following position:

Ord. 440	Class Code	+/-	Class Title	Salary Plan	Grade	Salary
54(a)	13865	+1	Office Assistant II	UPE	154	\$19,788-\$25,070

2. Approve and direct the Auditor-Controller to make the budget adjustments on the attached Schedule A.

BACKGROUND: The County District Attorney's Office provided a TAP Office Assistant III position for clerical duties in support of the Coachella Valley Violent Crime Gang Task Force. The County funded this temporary position with Juvenile Accountability Incentive Block Grant (JAIBG) monies. The Juvenile Justice Coordinating Council has now voted to use the JAIBG grant to fund a permanent Office Assistant II position within the Sheriff's Department for task force clerical duties. Consistent with Board policy A-30, this position will be deleted at the termination of grant funding.

BR 04-006

Bob Doyle

Bob Doyle, Sheriff-Coroner-PA

FINANCIAL DATA:

CURRENT YEAR COST: \$30,746
NET COUNTY COST: -0-
SOURCE OF FUNDS: Office of Criminal Justice Planning - Federal

ANNUAL COST: \$31,668
IN CURRENT YEAR BUDGET:
BUDGET ADJUSTMENT: YES
FOR FY 2003-04

**REQUIRES
4/5 VOTE**

C.E.O. RECOMMENDATION:

APPROVE

**Positions to be Deleted
per A-30**

Ally A. Deane

COUNTY EXECUTIVE OFFICER SIGNATURE:

FISCAL PROCEDURES APPROVED
 ROBERT E. BYRD, Auditor-Controller
 BY *Robert E. Byrd* Deputy
 7/21/03

[Signature]
 Approved by Ronald W. Kormers
 Asst. County Executive Officer/
 Human Resources Director
 Consent [x] Policy
 Consent [] Policy

Sheriff's Accounting & Finance
James R. Combs

COUNTY OF RIVERSIDE
 EXECUTIVE

Schedule A

Increase Appropriations:

10000-2500300000-510040	Regular Salaries	\$21,650
10000-2500300000-518100	Budgeted Benefits	<u>9,096</u>
	Total	\$30,746

Increase Estimated Revenues:

10000-2500300000-767200	Federal Block Grants	\$30,746
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RESOLUTION NO. 440-8494

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on July 29, 2003, that pursuant to Section 5.A. of Ordinance No. 440, the Sheriff/Coroner/Public Administrator of Ordinance No. 440, is authorized to make the following listed change(s), operative on the date of approval, as follows:

<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>
13865	+ 1	2500300000	Office Assistant II