

**Sierra County  
Board of Supervisors'  
Agenda Transmittal &  
Record of Proceedings**

<b>MEETING DATE:</b> March 3, 2020	<b>TYPE OF AGENDA ITEM:</b> <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Timed <input type="checkbox"/> Consent
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**DEPARTMENT:** Probation  
**APPROVING PARTY:** Jeffrey D. Bosworth  
**PHONE NUMBER:** 530-289-3277

**AGENDA ITEM:** Continued discussion/action regarding the recruitment process for a new chief probation officer.

**SUPPORTIVE DOCUMENTS ATTACHED:**  Memo  Resolution  Agreement  Other  
See attached memorandum

**BACKGROUND INFORMATION:**

**FUNDING SOURCE:**  
**GENERAL FUND IMPACT:** No General Fund Impact  
**OTHER FUND:**  
**AMOUNT:** \$ N/A

**ARE ADDITIONAL PERSONNEL REQUIRED?**  
  
 Yes, -- --  
 No

**IS THIS ITEM ALLOCATED IN THE BUDGET?**  Yes  No  
  
**IS A BUDGET TRANSFER REQUIRED?**  Yes  No

**SPACE BELOW FOR CLERK'S USE**

<p><b>BOARD ACTION:</b></p> <input type="checkbox"/> Approved <input type="checkbox"/> Approved as amended <input type="checkbox"/> Adopted <input type="checkbox"/> Adopted as amended <input type="checkbox"/> Denied <input type="checkbox"/> Other <input type="checkbox"/> No Action Taken	<input type="checkbox"/> Set public hearing For: _____ <input type="checkbox"/> Direction to: _____ <input type="checkbox"/> Referred to: _____ <input type="checkbox"/> Continued to: _____ <input type="checkbox"/> Authorization given to: _____	Resolution 2020- _____ Agreement 2020- _____ Ordinance _____ Vote: Ayes: Noes: Abstain: Absent: <input type="checkbox"/> By Consensus
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**COMMENTS:**

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CLERK TO THE BOARD

\_\_\_\_\_  
DATE



**Jeffrey D. Bosworth**  
Chief Probation Officer

## Probation Department Sierra County

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**Hon. Charles H. Ervin**  
**Hon. Yvette Durant**  
Superior Court Judges

To: Board of Supervisors  
From: Jeffrey D Bosworth  
Date: March 3, 2020  
Subject: Using CCP funds in CPO recruitment

On February 4, 2020, the board of supervisors asked me to convene a meeting of the Community Corrections Partnership (CCP) to examine the question as to whether or not CCP funds could or should be used to fund CPS HR Consulting to supervise the recruitment of the next chief probation officer (CPO). The requested amount was up to \$17,000.

The CCP duly met on February 20, 2020 to discuss the matter. Five members out of the six executive board members were present. They were: Chief Probation Officer Jeff Bosworth, DA Sandra Groven, Public Defender J Lon Cooper, Sheriff Mike Fisher and the court representative Ann Mendez.

The CCP acknowledges that it has no authority to direct how the recruitment is conducted. However, the CCP does acknowledge that it does have a say, together with the county board of supervisors, on whether or not CCP funds could be used in this manner.

After a thorough discussion, the CCP came to the conclusion to not authorize the expenditure at the present time. The preference is to utilize more cost expedient methods first, and if those results are not acceptable, CCP would reconsider. In other words, hiring an expensive consulting firm should not be "Plan A." It should only be utilized after other methods have failed to locate a suitable candidate.

The CCP strongly believes that the chief probation officer in a small county like this one, must be extremely knowledgeable and experienced in probation law and practices. It should not be a political appointee, as sometimes works in much larger counties. Consequently, the most fertile recruiting ground is among probation officers throughout the state. In addition to the normal county advertising methods, CCP encourages using the following:

- Chief Probation Officers of California (CPOC) webpage.  
CPOC maintains an employment opportunities section on their web page. This is frequent location used by all departments for all levels of probation, including chiefs. This is free.

- California Probation, Parole & Correctional Association (CPPCA)  
The state's oldest professional organization of its type (100 years) and boasts about 900 members. They maintain a link on their webpage to CPOC employment opportunities. This is free.
- Email  
The Sierra County Chief Probation Officer has the ability to send out emails to every CPO in the state. This is commonly used for recruiting, as the current chief regularly gets recruitment flyers from other departments for all levels of probation. This is free.

The suggestion below is not free, but is a reasonable cost considering the exposure.

#### Peace Officers Research Association of California (PORAC)

PORAC has a membership of 60,000. They also maintain a web page with employment opportunities. Bruce Loria, who is in charge of their web page, told me they get about 20,000 hits a month on their job opportunities. Their basic price varies from \$120-\$350 a month. There is also a "deluxe" type package for \$795 a month where your flyer receives precedence.

In conclusion, the CCP recommends that these more economical, yet still effective, methods be used first. If these methods are not successful in locating a strong candidate, then the CCP would reconsider spending CCP funds to hire a consulting firm.