



# Albemarle County

## Legislation Details (With Text)

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Date	Ver.	Action By	Action	Result
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**AGENDA DATE:** 3/7/2018

**TITLE:**  
Sheriff's Office-Additional Positions Request

**SUBJECT/PROPOSAL/REQUEST:** Authorize the Sheriff's Office to hire two full-time deputies

**ITEM TYPE:** Regular Action Item

**STAFF CONTACT(S):** Richardson, Letteri, Harding, Bryant

**PRESENTER (S):** Chan Bryant, Chief Deputy

**LEGAL REVIEW:** Not Required

**REVIEWED BY:** Jeffrey B. Richardson

**BACKGROUND:** The Albemarle County Sheriff's Office (ACSO) has not requested additional positions since 2005. In the twelve years since the ACSO's last position request, workload has significantly increased. Considerable growth has been experienced in the areas of civil process and court security, as well as all other functional areas of the ACSO. As a result of this growth, needs are exceeding the current capabilities of ACSO personnel.

The purpose of this agenda item is to request that the Board of Supervisors authorize the Sheriff to increase staffing by two full time employees (FTE) to serve as deputies.

**STRATEGIC PLAN:** Quality Government Operations: Ensure County government's capacity to provide high quality service that achieves community priorities

**DISCUSSION:** The ACSO has attempted to mitigate the disparity between the increased demands and staffing capabilities by relying on several strategies including:

- Increased reliance on volunteers.

- Increased limitation of professional development and annual leave.
- Mandatory overtime.

In an effort to meet needs, the ACSO has increased its reliance on its Volunteer Reserve Division. These volunteers have helped to sustain security levels in Albemarle County courts, over the past ten years. However, over recent years, there has been significant reduction in the amount hours available from volunteers and the number of volunteers. Last year, reserve hours declined by 695 hours and the number of volunteers declined by 20.

In order to fill that gap, the Sheriff's Office has instituted a minimum staffing procedure that allows for only three deputies off each day. The current staffing level reflects an absolute minimum of coverage; consequently, the office must routinely deny requests for vacation days and professional development opportunities. Doctor's appointments have been limited to one hour per day and staff has been encouraged to return to work after the appointment. These constraints as well as the frequent denial of requests for time off has had significant impact on employee morale.

The Sheriff's Office is unable to effectively manage scheduled and unscheduled leave at current staffing levels without incurring overtime expenses. The amount of overtime required to meet the demands on the office has caused the department's expenditures to exceed budget, and with no changes to staffing this will not change. Additionally, the high levels of overtime has a profound effect on employee productivity and morale. Overworked personnel are more likely to make mistakes or have accidents while performing their duties putting employees and citizens at increased risk.

Attachment A outlines the increase in workload and more detailed support for additional staffing.

**BUDGET IMPACT:** The budget will be impacted by adding two additional full-time employees. The cost of these employees will be \$192,819 for salaries and benefits and an additional one time operating expenditure of \$18,516.00 for uniforms and equipment. There will be no additional cost to purchase new vehicles. ACSO will be using vehicles that are currently in our fleet.

**RECOMMENDATION:**

Staff recommends that the Board authorize ACSO to hire two full-time deputies.

**ATTACHMENTS:**

Attachment A: Sheriff's Office Responsibilities and Growth