



# Yamhill County Department of Community Justice

615 E. Sixth Street, McMinnville, Oregon 97128 · Phone: 503-434-7513 · Fax: 503-472-5216

**To:** Yamhill County Board of Commissioners  
**From:** Jessica Beach, Community Justice Director  
**Date:** 9/15/2017  
**Re:** FTE Position Authority

During the County 2017-18 budgeting process, the State Grant-In-Aid and Justice Reinvestment funding was still uncertain. As a result, funds were held in placeholder amounts anticipating what our possible funding level would be. Now that the state funding amounts have been finalized, we can articulate our anticipate use of these funds.

Please consider the request for position authority to add 1.0 FTE Parole and Probation Officer (PROB 03, Step 1-3) to the Department of Community Justice (DCJ) Position Management Roster. This will be paid through the DCJ 21-45 Grant-In-Aid budget placeholders in the 2017-18 County approved budget. With an estimated start date of 10/1/17, the first annual cost of this position would be \$69,750.00 and approximately \$93,000.00 in the next budget cycle.

DCJ is also requesting position authority to add 1.0 FTE Probation Officer Aide (OPEU 10, Steps 1-3) to the Department of Community Justice Position Management Roster paid for in the DJC 21-45 budget placeholders; .5 FTE would be used from State Grant-in-Aid funding and .5 FTE from Justice Reinvestment Funds. With an estimated start date of 10/1/17, the first annual cost of this position would be \$44,118.00 and approximately \$60,000.00 in the next budget cycle.

Expenditure authority for these requests already exists through the placeholders approved by the Board of Commissioners in the 2017-18 Yamhill County Department of Community Justice Budget. Additional monies are not being requested at this time.

Thank you for consideration of these requested additional positions.

Accepted by Yamhill County  
Board of Commissioners on  
9-21-17 by Board Order  
# 17-379