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**AGENDA COVER MEMO**

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AGENDA DATE: March 10, 2004

TO: Board of County Commissioners

DEPARTMENT: Health & Human Services

PRESENTED BY: Rob Rockstroh

AGENDA TITLE: In the Matter of Establishing a 1.0 FTE Corrections Services Technician.

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**I. MOTION**

TO ESTABLISH A 1.0 FTE CORRECTIONS SERVICES TECHNICIAN.

**II. ISSUE OR PROBLEM**

Lane County Health and Human Services was awarded a competitive grant in the amount of \$499,999 from the federal Department Of Justice, Office on Violence Against Women to establish a pre-trial monitoring program for families experiencing domestic violence. In order to fully implement this program a position must be established.

**III. DISCUSSION**

**A. Background / Analysis**

On November 12, 2003, the Board accepted a grant from the federal Department of Justice in the amount of \$499,999 for a pre-trial domestic violence monitoring program. The order included the appropriation of \$169,953 in revenues and expenditures in the Health & Human Services budget, and the establishment of a .50 FTE Office Assistant position in the Department of Health& Human Services.

The federal grant also contains funding for a .50 FTE Community Service Worker (CSW). The department has worked with Human Resources to develop a more specialized paraprofessional position, a Corrections Services Technician. The department is requesting to utilize the Corrections Services Technician Position instead of the CSW position for this grant project. The function of the Corrections Services Technician in the grant project will be to assist the Probation Officers in monitoring the offenders, to facilitate cognitive restructuring groups, and to assist in the collection of data for program evaluation.

The other .50 FTE of the 1.0 FTE position will be utilized to perform other tasks related to the supervision of the general P&P caseload. This may

include staffing the Day Reporting Center, co-facilitating pre-treatment groups, assisting with client intakes, obtaining specimens for drug and DNA testing, contacting clients about overdue fees, related duties to help improve client services and program outcomes, and to make the program more efficient.

**B. Alternatives / Options**

1. To approve the order thereby creating a 1.0 FTE Corrections Services Technician.
2. Not to approve number one above.

**C. Recommendation**

To approve number one above.

**IV. IMPLEMENTATION / TIMING**

Upon Board approval, the position will be established.

**V. ATTACHMENTS**

Board Order

**THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON**

**RESOLUTION** ) IN THE MATTER OF ESTABLISHING A 1.0 FTE  
**AND ORDER:** ) CORRECTIONS SERVICES TECHNICIAN.

WHEREAS, Lane County has previously accepted a grant from the federal Department of Justice, Office on Violence Against Women in the amount of \$499,999 to provide a pre-trial monitoring program for domestic violence defendants; and

WHEREAS, The Department of Human Services has worked with Human Resources to develop a more specialized position (Corrections Services Technician); and

WHEREAS, in order for Lane County to perform its obligations under this grant FTE must be increased.

NOW THEREFORE, IT IS HEREBY RESOLVED AND ORDERED that a 1.0 FTE Corrections Services Technician position be created in the Department of Health & Human Services.

DATED this \_\_\_\_\_ day of March 2004

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Bobby Green Sr., Chair  
Lane County Board of County Commissioners

APPROVED AS TO FORM

Date 3/2/04 lane county

*J. Aidan*

OFFICE OF LEGAL COUNSEL