



REQUEST FOR COUNCIL ACTION

MEETING DATE: March 21, 2022
PREPARED BY: Human resources
AGENDA ITEM: Recruitment approval for community service officer

PREVIOUS ACTIONS:
None.

RECOMMENDED COUNCIL ACTION:

Motion to authorize the recruitment for a new full-time community service officer (CSO) position in the police department and the reduction in part-time CSO hours and positions.

COMMENTS: Jon Wetternach, commander, services division

The addition of a new full-time CSO position is being requested to provide the police department with the necessary personnel to perform the CSO assigned duties in support of sworn police officers. Currently, the duties are the responsibility of one full-time CSO coordinator, one full-time CSO, and 12.5 part-time temporary CSO positions. The .5 position has never been filled. Due to the labor market for law enforcement, the 12 part-time positions do not create a consistent amount of personnel required for the CSO workload and often leaving gaps in the schedule. The part-time temporary CSO positions are designed for employees attending school and pursuing a career in law enforcement. This creates a continuous hiring cycle to keep all part-time positions filled. Currently, the part-time CSO staffing is at 9 employees.

The new full-time CSO position as proposed would be budget neutral by reducing the number of positions and/or hours for part-time temporary CSO's to fully cover the costs associated with the transition to a full-time position. This will allow for the hire of an individual seeking a long-term commitment in a CSO position and working full-time hours. The position will provide stable assistance to the Community Service coordinator while performing the duties required of the position.

ATTACHMENTS:
None.