



AGENDA SUMMARY EUREKA CITY COUNCIL

TITLE: EPD Reorganization and New Classification - Forensic Analyst I/II

DEPARTMENT: Human Resources

PREPARED BY: Sarah Henricksen, Human Resources Analyst II

PRESENTED FOR: Action Information only Discussion

RECOMMENDATION

Authorize the addition of 1.0 Full Time Equivalent (FTE) Administrative Technician - (CONF) position to the Eureka Police Department and 1.0 Regular Part Time (RPT) Communications Dispatcher position; and

Adopt a Resolution of the City Council approving the creation of the new Forensic Analyst I/II classification and reclassify one (1) FTE Senior Evidence Technician to Forensic Analyst I/II.

FISCAL IMPACT

No Fiscal Impact Included in Budget Additional Appropriation

DISCUSSION

The City proposes to add 1.0 FTE for the position of Administrative Technician - (CONF) within the Eureka Police Department to serve with the Community Safety Engagement Team (CSET) and to add 1.0 (RPT) for the position of Communications Dispatcher. In addition, staff recommends reclassifying one (1) existing employee into the new classification of Forensic Analyst I/II in order to reflect the scope of work already assigned to them and to allow for further anticipated organizational efficiencies to be implemented in that area.

The creation of this new analyst series expands the duties of the current Senior Evidence Technician to encompass the systematic analysis of crime statistics and reporting on that data. The duties reflected in the Forensic Analyst I/II spec are consistent with other mid-management classifications, and will provide professional recommendations and technical direction.

The cost of implementing these changes will be covered within the current budget by utilizing salary savings from the vacant Assistant Police Chief position, which will remain frozen and unfilled for the foreseeable future.

Attachments:

Classification Specification - Forensic Analyst I/II

REVIEWED AND APPROVED BY:

- City Attorney
- City Clerk/Information Technology
- Community Services
- Development Services
- Finance
- Fire
- Human Resources
- Police
- Public Works