

Agenda Summary Report (ASR)

Franklin County Board of Commissioners

DATE SUBMITTED: 10/19/2023	PREPARED BY: Kelly Fields
Meeting Date Requested: 10/25/2023	PRESENTED BY: Judge Trinity Orosco
ITEM: (Select One) <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Brought Before the Board <div style="text-align: right;">Time needed: 5 Minutes</div>	
SUBJECT: To pay Therapeutic Court Coordinator/Case Manager at Grade 18, Step 4	
FISCAL IMPACT: \$0; Grant Funded	
BACKGROUND: <p>The County was awarded and accepted a grant from the Washington State Administrative Office of the Courts to create a Therapeutic Court. The primary focus of these funds was to provide for the salary and benefits of employees/contractors in support of the court program. An offer was made of employment and accepted at Grade 18, Step 4. Dr. Pearce exceeded the minimum education and experience qualifications outlined in the job posting. Furthermore, she has already commenced working with District Court, she trained with Benton County Therapeutic Courts and with the Washington State Drug Court Professionals. HR had approved and processed the hiring forms. The BoC approved the hiring of a Coordinator in a previous resolution. In that resolution the grade listed in the resolution was 18 and the step was left blank. The lack of stated step left room for offers and negotiation. Finally, the position is fully funded by the grant which is administered and monitored by Judge Orosco and does not have any fiscal impact on the County.</p>	
RECOMMENDATION: Recommend Commissioners sign attached resolution permitting Dr. Pearce to be compensated at Grade 18, Step 4 and requiring back pay to Dr. Pearce at that step and grade.	
COORDINATION: District Court, Auditor – Tim Anderson, Commission, HR	
ATTACHMENTS: <div style="margin-left: 20px;">1. Resolution</div>	
HANDLING / ROUTING: District Court, Auditor	

I certify the above information is accurate and complete.

Name : _____ Title: District Court Judge

FRANKLIN COUNTY RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS, FRANKLIN COUNTY, WASHINGTON

RE: Approval for Starting Salary for Therapeutic Court Coordinator/Case Manager at Grade 18, Step 4

WHEREAS, District Court posted position for Therapeutic Court Coordinator/Case Manager which was approved by Resolution No. 2023-249 which indicated the position would be compensated at Salary level 18, and reimbursed from grant funds; and

WHEREAS, Dr. Alyssa Pearce applied for the position and her education and experience exceeded the minimum requirements outlined in the job description; and

WHEREAS, Dr. Pearce was offered a position and accepted the offer at Grade 18, Step 4;

WHEREAS, this offer recognized Dr. Pearce's training and experience and allowed for District Court to be competitive in the current employment market, which is seeing an increase in Therapeutic Court Coordinator/Case Manager position given Washington State's desire to create these programs; and

WHEREAS, starting the applicant at Grade 18, Step 4 will not have a negative impact on District Court's budget, as the position is fully funded by the Therapeutic Court grant under Interagency Agreement IAA24361; and

WHEREAS, Dr. Pearce began work with District Court on October 6, 2023 and should receive back pay at Grade 18, Step 4 and should continue to be compensated at Grade 18, Step 4 as negotiated and offered; and

WHEREAS, the Board of Franklin County Commissioners constitutes the legislative authority of Franklin County and deems this to be in the best interest of the County;

NOW, THEREFORE, BE IT RESOLVED the Franklin County Board of Commissioners hereby approves the starting salary of a Grade 18, Step 4 and instructs the Auditor to provide back pay under a Grade 18, Step 4 from October 6, 2023 to present; which pay will be reimbursed by grant funding as previously resolved.

APPROVED this 25th day of October 2023.

**BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON**

Chairman

Attest:

Member

Clerk to the Board

Member

Originals:

Auditor

cc: District Court, Human Resources