

AGENDA ITEM

Consider and approve budget order amendment to allow for an increase in the number of Corrections Training Officers from 8 to 12.

BACKGROUND

The 2010/2011 County Budget Order, Section III, No. 2 states the following:

2. A maximum of 8 approved positions within the Corrections Bureau of the Williamson County Sheriff's Office will be designated as Corrections Training Officers. The officer's must have appropriate certification and follow established operating procedures

Proposed amendment:

*2. A maximum of **12** approved positions within the Corrections Bureau of the Williamson County Sheriff's Office will be designated as Corrections Training Officers. The officer's must have appropriate certification and follow established operating procedures*

JUSTIFICATION

Please see attached justification as presented to Sheriff Wilson and Budget Officer Ashlie Blaylock.

FISCAL IMPACT

Each Corrections Training Officer receives \$100 per month. If the increase in Training Officers is approved it will result in an increase of \$400.00 per month or \$4,800 annually. (plus additional fringe)



MEMORANDUM

Williamson County Sheriff's Office *Corrections Bureau*

To: Richard Elliott, Assistant Chief Deputy, Corrections Bureau
From: David Bertling, Captain, Operations
Date: April 21, 2011
Subject: Justification for Additional Facility Training Officers

Chief Elliott,

Due to the amount of training that is required of all corrections officers, the number of Facility Training Officers (FTO's) we are currently utilizing is not adequate. While our Training staff is responsible for teaching academy classes and recruiting new hire candidates, there is still a great deal of training that is required of a corrections officer. The FTO is responsible for helping a newly hired officer to learn his or her job with on-the-job training prior to the person attending the certification academy; which could be a couple of months or longer. The FTO trainer plays a crucial role in teaching a new inexperienced officer the basic skills to reduce liability and that are needed to work safely and responsibly in a hostile environment. Additionally, the demands of the FTO go above and beyond the initial training period and the training academy for new staff. There are quarterly fire safety, and life safety training demands as well as the implementation of any and all new policies and directives that are subject to change by the Texas Commission on Jail Standards (TCJS) as well as the Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE). The FTO is required to keep up to date and accurate documentation on each officer; records that are carefully scrutinized each time we have a jail inspection. These duties of the FTO are additional to his or her duties as a working corrections officer. The addition of four FTO's would add one per shift, and also enable each Sergeant to have an assigned FTO. This would also bring the number of FTO's to a total of twelve.