



Council Agenda Report

From: Shannon Foutz, Human Resources/Risk Manager

Subject: Approval of Side Letter of Agreement with the Paso Robles Police Association

CEQA Determination: The City finds that this action is not a project under the California Environmental Quality Act pursuant to State Guidelines Section State CEQA Guidelines, §§ 15060, subd. (c)(2)-(3), 15378.

Date: January 16, 2024

Facts

1. Dispatch staffing is currently comprised of dispatchers and a dispatch supervisor. The position of dispatch supervisor has been vacant since October 2023 when the prior incumbent was promoted to support services manager.
2. While the City recruits for a permanent dispatch supervisor position, there is still a need to provide oversight, training, development, and mentoring within the Communications Division. These are expanded roles and responsibilities over and beyond those of a typical dispatcher.
3. The memorandum of understanding (MOU) between the City of Paso Robles and the Paso Robles Police Association (POA), provides for additional compensation when a dispatcher is assigned a trainee as part of a formal training program; however, the needs of the department expand beyond the formal training program and more focus on the day-to-day operations and oversight is needed.
4. In June 2022, the City implemented the specialty assignment of corporal for sworn Police Department staff. Corporals serve as a lead police officer to oversee lower-level staff in the absence of a manager or supervisor and perform the duties of Field Training Officer.
5. The City satisfied meet and confer obligations with POA, who has agreed to a side letter of agreement (Attachment 1) creating a senior dispatcher specialty assignment similar to that of corporal.

Options

1. Take no action;
2. Approve the side letter of agreement between the City of Paso Robles and the Paso Robles Police Association;
3. Provide alternative direction to staff.

Analysis and Conclusions

Throughout the City, there are lead-level positions between line staff and supervisors who perform a variety of duties such as providing additional oversight and supervision to lower-level staff, training employees, and handling the more difficult and complex issues that arise. The Police Department currently has a rotational specialty assignment of corporal for sworn staff to assume these duties. A similar program does not yet exist for dispatch. Until the City is able to fill the vacant supervisor position, the Police Department is looking to temporarily appoint an individual to the specialty assignment of senior dispatcher to provide oversight, training, development, and mentoring within the Communications Division. As the assignment calls for expanded roles and responsibilities over and beyond that of

dispatcher, an incentive of 5% of base pay will be provided. However, given training is an inherent role of a lead staff member, the individual assigned to senior dispatcher will not be simultaneously eligible for training pay. Upon the appointment of a dispatch supervisor, the senior dispatcher assignment will end.

Fiscal Impact

A 5% senior dispatcher incentive will cost approximately \$4,400 per year. As this assignment is an underfill the vacant dispatch supervisor position and would end upon appointing a dispatch supervisor, there is no net increase in cost to the City.

CEQA

The City finds that this action is not a project under the California Environmental Quality Act pursuant to State Guidelines Section State CEQA Guidelines, §§ 15060, subd. (c)(2)-(3), 15378.

Recommendation (Option 2)

Approve the side letter of agreement between the City of Paso Robles and the Paso Robles Police Association.

Attachments

1. Side Letter of Agreement between the City of Paso Robles and the Paso Robles Police Association