

**REQUEST FOR BOARD ACTION**

**HENDERSON COUNTY  
BOARD OF COMMISSIONERS**

**MEETING DATE:** April 17, 2019

**SUBJECT:** Sheriff & Detention Positions

**PRESENTER:** Sheriff Lowell Griffin

**ATTACHMENTS:** Yes  
1. Budget Amendment

**SUMMARY OF REQUEST:**

The Sheriff's Office is requesting that the Board approve two positions for a Detention Sergeant and an Administrative Assistant for the Sheriff's office.

The cost for FY 19 will be \$21,264. The cost for FY 20 will be approximately \$52,000 for the Administrative Assistant and \$59,000 for the Sergeant.

**BOARD ACTION REQUESTED:**

The Board is requested to approve the addition of two (2) positions within the Sheriff's Department and Detention Departments effective immediately, to allow the department to begin to recruit and hire these positions to be in place before the end of the fiscal year.

**Suggested Motion(s):**

*I move the Board approve the addition of two (2) positions and the budget amendment to appropriate funds for one Sergeant in Detention and one Civilian Administrative Position in Sheriff.*

**LINE-ITEM TRANSFER REQUEST  
HENDERSON COUNTY**



**Department:** Sheriff/Detention

*Please make the following line-item transfers:*

**What expense line-item is to be increased?**

<b>Account</b>	<b>Line-Item Description</b>	<b>Amount</b>
<u>115431-512100</u>	<u>Salaries &amp; Wages Regular</u>	<u>\$7,336</u>
<u>115432-512100</u>	<u>Salaries &amp; Wages Regular</u>	<u>\$8,428</u>
<u>115432-526000</u>	<u>Department Supplies &amp; Materials</u>	<u>\$4,200</u>
<u>115431-526020</u>	<u>Non-Expendable Supplies</u>	<u>\$1,300</u>

**What expense line-item is to be decreased? Or what additional revenue is now expected?**

<b>Account</b>	<b>Line-Item Description</b>	<b>Amount</b>
<u>114990-401000</u>	<u>Fund Balance Appropriated</u>	<u>\$21,264</u>
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<u> </u>	<u> </u>	<u> </u>

**Justification:** *Please provide a brief justification for this line-item transfer request.*  
 Addition of two (2) positions and equipment to Sheriff and Detention Budgets for the remainder of FY 19.

<u>Budget</u>	<u>4/17/2019</u>
<u>Authorized by Department Head</u>	<u>Date</u>
<u> </u>	<u> </u>
<u>Authorized by Budget Office</u>	<u>Date</u>
<u> </u>	<u> </u>
<u>Authorized by County Manager</u>	<u>Date</u>

*For Budget Use Only*

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