



Mike Pettit
Assistant County Executive Officer

Scott Powers
County Chief Financial Officer

July 23, 2024

Board of Supervisors
County of Ventura
800 South Victoria Avenue
Ventura, California 93009

Subject: Second Public Hearing Regarding Adoption of an Ordinance to Place the Classification of Director of Victim and Family Justice Center Services in the Unclassified Service.

Recommendation

We recommend that your Board adopt an Ordinance amending the Ventura County Ordinance Code, Division 1, Chapter 3, Article 4, Civil Service System, to place the classification of Director of Victim and Family Justice Center Services in the unclassified service. This Ordinance will become effective thirty (30) days from the conclusion of this second hearing. A copy of the proposed Ordinance is attached as Exhibit 1.

Strategic Priority

The item recommended herein supports the County's Strategic Priority to attract, hire, develop, and retain a diverse workforce empowered to meet the needs of our customers.

Discussion

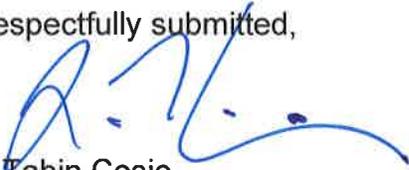
There is presently an operational Family Justice Center in the City of Ventura. The Carmen Ramírez Family Justice Center in Oxnard is expected to be partially operational by the end of the calendar year. A third Family Justice Center is being planned to serve East Ventura County. With the opening of multiple Family Justice Centers comes the need to establish a single-position classification with dedicated oversight of the Family Justice Centers. The Director of Victim and Family Justice Center Services will be responsible for oversight of multiple Family Justice Centers and frontline Victim Advocates, and the District Attorney's Safe Harbor Program. The Director will also be responsible for policies, procedures, protocols, and staffing of all Family Justice Centers, and will provide presentations to the Board of Supervisors and community organizations. In addition, the Director will oversee strategic development, grants, management of federal, state, and local funds, and coordination of all communications with the Public Information Officer.

On June 18, 2024, your Board approved the establishment of the new Classification of Director of Victim and Family Justice Center Services. The position classification will report directly to the Chief Deputy District Attorney of Victim and Community Services and will be responsible for oversight of multiple Family Justice Centers and frontline Victim Advocates, and the District Attorney's Safe Harbor Program. The position will also be responsible for strategic development, grants, management of federal, state, and local funds, policies, procedures, protocols, and staffing of all s, and will provide presentations to the Board of Supervisors and community organizations. This position will be among the highest-level managers in the District Attorney's Office.

Due to the scope and complexity of this job classification, it is recommended that your Board adopt an ordinance placing this classification in the unclassified service.

The County Executive Office, County Counsel, and the Auditor-Controller's Office have reviewed this letter. If you have questions, please contact me at (805) 654-3600.

Respectfully submitted,



J. Tabin Cosio
Interim Director of Human Resources



Sevet Johnson, PsyD
County Executive Officer

- c: Jeffery S. Burgh, Auditor-Controller
Tiffany N. North, County Counsel
Mike Pettit, Assistant County Executive Officer
Scott Powers, County Chief Financial Officer

Attachment: Exhibit 1 – Ordinance