

Department/Fee Description	Budget Unit	Anticipated Annual Units of Service	Current Fee	Proposed Fee	Percent Change	Total Annual Increase / Decrease	Government Code Justification (if applicable)	Approved by Auditor (Yes) (No)
Department Name:		Probation						
Division:		Adult Probation & Juvenile Hall						
Fee Section (Yellow highlighted in Master Fee Schedule):								
Additional Description:								
Pre-Sentence Investigation Report-Felony	2560	112	\$652.00	\$712.00	9.2%	\$6,720.00	PC1203.1b(a)	YES
Pre-Sentence Investigation Report-Misdemeanor	2560	2	\$433.00	\$594.00	37.2%	\$322.00	PC1203.1b(a)	YES
Supplemental Report Fee	2560	6	\$243.00	\$237.00	-2.5%	(\$36.00)	PC1203.1b(a)	YES
Adult Monthly Supervision Fee	2560	2500	\$81.00	\$92.00	13.6%	\$27,500.00	PC1203.1b(a)	YES
Interstate Compact Application Fee	2560	2	\$125.00	\$136.00	8.8%	\$22.00	PC1203.1(b)	YES
1203.9 Jurisdictional Transfer Fee	2560	12	\$125.00	\$106.00	-15.2%	(\$228.00)	PC1203.1(b)	YES
Work Furlough Application Fee	2560	3	\$125.00	\$55.00	-56.0%	(\$210.00)	PC1208.2	YES
Work Furlough Daily Fee	2560	100	1 hr of participant wage + \$9.00	\$18.50	variable	variable	PC1208.2	YES
Monthly Drug Testing Fee - Adults 21+ years	2560	414	\$29.00	\$33.00	13.8%	\$1,656.00	PC1203.1ab	YES
Total						\$35,746.00		
Additional Explanation of Fee request modification (If needed):								
Probation is no longer supervising the diversion cases; the supervision of these cases has been transferred to the Mendocino County Superior Court. The department is requesting to delete these now obsolete fees Probation no longer processes requests for: 1) File Review Fee - Megan's Law Internet Disclosure, and 2) Change of Plea Applications. Probationers use other agencies, the court or attorney's for these services. The department is requesting to delete these now obsolete fees.								
Contact the Auditor's Office for Current Salary Figures if Needed								
Salary & Benefit Calculation for Employees	Budget Unit	Hourly Rate	Annual Salary	Fringe Benefits	Services & Supplies*	A-87 Indirect Costs	Total Weighted Rate	Weighted Hourly Rate @ 1,800/yr
Probation Division Manager	2560	\$37.13	\$77,230.40	\$51,178.35	\$45,656.55	\$11,076.03	\$185,141.34	\$102.86
Supv Dep Probation Officer	2560	\$29.31	\$60,964.80	\$40,399.61	\$36,040.77	\$8,743.29	\$146,148.47	\$81.19
Deputy Probation Officer II	2560	\$26.59	\$55,307.20	\$36,650.48	\$32,696.14	\$7,931.91	\$132,585.73	\$73.66
Deputy Probation Officer III	2560	\$24.11	\$50,148.80	\$33,232.16	\$29,646.63	\$7,192.11	\$120,219.71	\$66.79
Legal Secretary II	2560	\$19.71	\$40,986.40	\$27,160.50	\$24,230.07	\$5,878.08	\$98,255.05	\$54.59
Staff Assistant II	2560	\$15.80	\$32,853.60	\$21,771.13	\$19,422.17	\$4,711.71	\$78,758.62	\$43.75
Employee Name	Service Description				HRS	COST		
Probation Division Manager	Review work as necessary and provide necessary management				0.00	\$0.00		
Supv Dep Probation Officer	Approve reports, audit supervision, approve applications, etc.				120.50	\$9,783.83		
Deputy Probation Officer II	Provide supervision, prepare reports, review applications, etc.				5,731.00	\$422,138.24		
Deputy Probation Officer III	Provide supervision, prepare reports, review applications, provide lead review and/or recommendations as necessary, etc.				0.00	\$0.00		
Legal Secretary II	Process reports and applications, submit documents to courts, data entry, etc.				118.50	\$6,468.46		
Staff Assistant II	Provide clerical assistance in processing drug tests, mailing, data entry, etc.				728.50	\$31,875.36		
AUDITOR'S COMMENTS:								
// See Auditor Approval Letter (Attachment 4) //								
RECOMMENDED FOR APPROVAL:								
// See Auditor Approval Letter (Attachment 4) //			11/19/2018					
Auditor			Date					
EXECUTIVE OFFICE COMMENTS:								
RECOMMENDED FOR APPROVAL:								
Chief Executive Officer, or Designee			Date					