



County of Lake

State of California

**SIDE LETTER AGREEMENT WITH COUNTY OF LAKE CORRECTIONAL OFFICER ASSOCIATION  
REGARDING AMENDMENT TO THE OCTOBER 21, 2021 – JUNE 30, 2025 MOU**

The County and LCCOA wish to incorporate language into the MOU defining rotations of full time special assignments. The purpose for the rotations is to spread the knowledge and experience of the deputies working in the assignments back to the teams in floor operations while allowing other deputies an opportunity to experience a full time specialty

The LCCOA and the County agree that effective September 11, 2022, the October 21, 2021 – June 30, 2025 LCCOA MOU or any successor agreement shall be adjusted as follows:

**Rotating full time special assignments (Transportation, Classification, AWP, et. al.):**

In order to maintain a high level of knowledge these assignment changes will be phased in steadily over the months, beginning at the next shift change. If an incumbent deputy has continuously held a listed specialized position for longer than two (2) years, but less than four (4) years, they may submit a request for assignment extension in writing to the Jail Commander. All incumbent deputies continuously serving in listed specialized assignment for a period of four (4) years or more will rotate out of that assignment. The deputy who has served in the special assignment the longest will transfer out first, unless other specific department needs exist. After deputies rotate out of a special assignment they will not be eligible to test for the same position until they have worked in a different assignment for at least one (1) year.

Deputies who are selected to serve in a special assignment will generally remain in that assignment for a period of two (2) years. At the end of the two (2) years the deputy would return to floor operations. Alternatively, they may make a request in writing to the Jail Commander to remain in the special assignment for one (1) additional year. At the end of the third year the deputy may return to floor operations or make a second and final request for an assignment extension of one (1) year. Management with input from the deputy's sergeant will determine if the extension(s) will be granted. No deputy will be assigned to a special assignment beyond four (4) years unless a staffing emergency exists and management


determines the continued assignment is necessary. If such a staffing emergency exists the continued assignment should be reviewed once annually.

Such assignments by the Sheriff or his designee shall be made on the basis of a selection process that includes but is not limited to a completed application, review of personnel record and an oral review board. The employee shall be paid at the same step level as he/she is currently assigned and his/her anniversary date shall not change as a result of his/her assignment.


This side letter shall apply to the current MOU and any successor agreements and shall be retroactive to September 11, 2022.

COUNTY OF LAKE

LAKE COUNTY CORRECTIONAL  
OFFICER'S ASSOCIATION

  
Eddie Crandall (Oct 26, 2022 09:18 PDT)

Chair,  
Board of Supervisors

  
Shaun A Du Fosee (Oct 6, 2022 11:16 PDT)

Representative of LCCOA

ATTEST: SUSAN PARKER

SUSAN PARKER  
Clerk to the Board of Supervisors

By:   
Johanna Delong (Oct 26, 2022 09:23 PDT)









# Rotating Special Assignments Side letter - LCCOA 092022 v1

Final Audit Report

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