

**RESOLUTION NO. 2022-\_\_\_\_**

**Approving Temporary Suspension of Civil Service Ordinance 2012-06 as it relates to promotion eligibility for the Chief Deputy Sheriff position**

**Executive Summary**

To be eligible for promotion to Chief Deputy of the Jefferson County Sheriff's Office, candidates must have at least ten years of service with the Jefferson County Sheriff's Office or any other Sheriff's Office, and not less than five years supervisory experience. Candidates must have a Bachelor's degree or the equivalency of 120 college credits. In lieu of College Credits, graduation from a major Law Enforcement Executive Leadership College will be recognized and accepted.

The Jefferson County Sheriff's Office, along with Human Resources and Administration, continue to consider the best options to recruit and retain successful candidates for the Chief Deputy Sheriff position. One option is to train and promote Deputies from within the Jefferson County Sheriff's Office to assume the duties of Chief Deputy Sheriff. This will result in a candidate pool that is familiar with the staff, procedures, and operations unique to the Jefferson County Sheriff's Office and better prepared to assume the duties of Chief Deputy than external candidates.

The Sheriff, Chief Deputy, Human Resources Director and the County Administrator are requesting to temporarily suspend the Civil Service Ordinance to allow recruiting efforts to focus exclusively on internal candidates for promotion to the Chief Deputy Sheriff position.

This resolution was considered by the Human Resources Committee on July 06, 2022, and the Law Enforcement and Emergency Management Committee on June 24, 2022 and both committees recommended for approval by the County Board.

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WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, Jefferson County strives to hire qualified and diverse staff, and

WHEREAS, temporarily suspending the Civil Service Ordinance until formal action can be taken by the Count Board to amend the Civil Service Ordinance will allow the Sheriff to consider internal candidates for promotion to Chief Deputy, and

WHEREAS, County staff anticipate amendments to the Civil Service Ordinance will be presented to the County Board to permanently adopt the language herein within six months from the date of this resolution.

NOW, THEREFORE, BE IT RESOLVED that the County Board of Supervisors approves the temporary suspension of Ordinance 2012-06, the Civil Service Ordinance, as it relates to promotion eligibility for the Chief Deputy Sheriff position

BE IT FURTHER RESOLVED, that this suspension is in effect until such time as the civil service ordinance is amended incorporating the language herein.

*Fiscal Note: This resolution has no fiscal impact.*

Draft

Referred By:  
Law Enforcement and Emergency Management Committee and  
Human Resources Committee

07-12-2022

REVIEWED: Corporation Counsel: Finance Director:

**RESOLUTION NO. 2022-\_\_\_\_**

**Approving Temporary Suspension of Civil Service Ordinance 2012-06 as it relates to the 60-college credit education requirement at the time of hire for Deputy Sheriffs**

**Executive Summary**

To be eligible for certification as a Wisconsin law enforcement officer, Wisconsin law requires that an applicant must complete a 720-hour law enforcement academy program at an academy certified by the Wisconsin Law Enforcement Standards Board. In addition to several other requirements to enroll in an academy, law enforcement academy students must complete 60-college credits prior to enrolling in an academy. However, law enforcement academy applicants who are sponsored by a law enforcement agency, such as the Jefferson County Sheriff's Office, may complete the 60-college credit requirement within five years of hire. Even though Wisconsin law allows the Jefferson County Sheriff's Office to hire Deputies with less than 60-college credits, Jefferson County, through its Civil Service Ordinance, requires that all applicants for Deputy Sheriff have 60-college credits upon hire.

The Jefferson County Sheriff's Office, along with Human Resources and Administration, continue to consider different methods to recruit and retain successful applicants for Deputy Sheriff positions. One approach to increase the number of qualified and diverse applicants for Deputy Sheriff positions is to follow the State law requirement allowing candidates to obtain the 60-college credit requirement within five years of hire and not upon hire.

The Sheriff, Chief Deputy, Human Resources Director and the County Administrator are requesting to suspend the Civil Service Ordinance requirement of 60 college credits upon hire and to utilize the Wisconsin Law Enforcement Standards Board hiring practice which allows applicants to obtain their 60-college credits within five years of employment or be subject to termination by the Sheriff's Office.

This resolution requesting the temporary suspension of Civil Service Ordinance 2012-06 as it relates to the 60-college credit education requirement at the time of hire was considered by the Human Resources Committee on May 17, 2022, and the Law Enforcement and Emergency Management Committee on June 24, 2022, and both committees recommended approval by the County Board.

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WHEREAS, the Executive Summary is incorporated into this resolution, and

WHEREAS, Jefferson County strives to hire qualified and diverse staff, and

WHEREAS, Jefferson County is challenged with recruitment and retention efforts for Deputy Sheriff positions, and

WHEREAS, the suspension of requiring 60-college credits for Deputy Sheriff positions upon hire will provide opportunities for qualified candidates to apply for the position of Deputy Sheriff and to attend the law enforcement academy, and

WHEREAS, County staff anticipate amendments to the Civil Service Ordinance will be presented to the County Board to permanently adopt the language herein within six months from the date of this resolution.

NOW, THEREFORE, BE IT RESOLVED that the County Board of Supervisors approves the temporary suspension of Ordinance 2012-06, the Civil Service Ordinance, as it relates to waiving the 60-college credit education requirement at the time of hire and to utilize the Wisconsin Law Enforcement Standards Board hiring practice which allows applicants to obtain their 60-college credits within five years of employment or be subject to termination by the Sheriff's Office.

BE IT FURTHER RESOLVED that this suspension is in effect until such time as the civil service ordinance is amended incorporating the language herein.

*Fiscal Note: This resolution has no fiscal impact.*

Draft

Referred By:  
Human Resources Committee

07-12-2022

REVIEWED: Corporation Counsel: ; Finance Director: