

# Memorandum

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**To:** Pam Ulrich, County Administrator

**From:** Cindy Alexander

**Date:** 4/13/2011

**Re:** Volunteer/Mentor Coordinator

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As you are aware, Judge Alfonso is seeking alternatives to custody for those minors that find themselves placed in our detention facility. We have had some success with reducing the count of children in detention but we are in critical need of a Volunteer/Mentor Coordinator.

This position would develop a Mentorship program and a volunteer program for our children in detention and in our shelter facility. We envision the coordinator educating our community on the needs of these children. If we could match our children with job opportunities, it may prevent the return to our facility.

The goal for our children is to help with developing their life skills, social skills, their problem solving and academic competence. Mentors can provide positive learning and modeling experiences for our children.

On March 31, 2011 one of my clerks, Patricia Ladner, retired. I would like to replace this position with the Volunteer/Mentor Coordinator at a salary of \$36,000.00. Money is within my budget if the Board of Supervisors would allow a transfer from line item 405.

Ms. Ladner's salary was \$25,190.16. I would ask the Board of Supervisors for approval to transfer **\$12,983.37** from line item **405** Attorneys to the line items listed.

**\$10,809.84** would be transferred to line item **404** (difference between Ladner's and Coordinator salary), **\$826.95** to line item **466**, **\$1297.18** to line item **465**, and **\$49.73** to line item **467**.

Thank you for your assistance with this matter.