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**PEACE OFFICER MERIT COMMISSION POLICY AND PROCEDURE HIRING
OF PEACE OFFICERS FROM THE UNIFIED POLICE DEPARTMENT TO THE SALT
LAKE COUNTY SHERIFF'S OFFICE**

PURPOSE

To establish the qualifications and procedures for hiring merit system officers from the Unified Police Department (UPD) to the Salt Lake County Sheriff's Office.

POLICY

To hire merit system officers from UPD to the Sheriff's Office in an accelerated manner ensuring continuity of law enforcement services, public safety, and hiring preference to current UPD merit system members using the procedures outlined in this policy.

APPLICATION

This policy only applies to instances in which merit officers from the UPD become employees of the Salt Lake County Sheriff's Office during the return of services, lasting no longer than July 1, 2025.

This policy supersedes any other Peace Officer Merit Commission (POMC) policy in conflict herewith.

DEFINITIONS

HIRING OF UPD OFFICERS (HIRING): The process by which merit officers from the UPD are integrated into the Sheriff's Office merit system through employment with the Salt Lake County Sheriff's Office.

PROCEDURES

1.0 SENIORITY

- 1.1 UPD merit officers hired by the Sheriff's Office Law Enforcement Bureau (LEB) will retain their seniority in their current UPD rank. This provision will remain in effect until the return of services from UPD to the LEB is complete or until July 1, 2025, whichever comes sooner.
- 1.2 Merit officers serving in a temporary appointed rank, according to section 6.0 in this policy, will accrue seniority service time in their current merit rank.

2.0 RETENTION OF RANK

- 2.1 Individuals with rank will retain their rank when hired insofar as the rank obtained from the UPD has the same job duties as the corresponding Sheriff's Office rank.
- 2.2 Individuals on a current UPD merit promotional register may be hired by the Sheriff and promoted to the merit promotional rank using the rule of three as defined below.
- 2.3 Promoted individuals will receive the lowest ranking on the current merit seniority register.

2.3.1 Rule of Three is defined in POMC 2150, 3.0 as follows:

2.3.2 CERTIFICATION OF NAMES/FILLING VACANCIES

2.3.3 When the Sheriff decides to fill vacancies, the Sheriff shall submit a request to the Commission staff to certify the names of eligible applicants from the merit register. Such written request will indicate the number of position(s) intended to be filled. The Commission staff shall certify in writing to the Sheriff those applicants who are eligible for consideration. The Commission staff will certify three applicants for each position vacancy starting with the highest-ranked applicant.

2.3.4 If the register has fewer names than the Sheriff is entitled to, he/she may request that the register be declared insufficient and request recruitment for a new register or may accept the certification and proceed with the selection process. If the Sheriff proceeds with an insufficient certification, he/she may fill some or all of the vacancies as long as such selections are consistent with the rule of three for the number of vacancies filled, unless there are insufficient applicants on the register. The names of those not selected shall be restored to their respective order on the list unless requested by the Sheriff to be removed for good cause.

3.0 PROBATION

- 3.1 The Sheriff's Office recognizes members hired from the UPD have served a period of probation equivalent to merit probation and will not be required to complete a new probationary period.
- 3.2 Members hired from the UPD, who are currently on probation, shall remain on probation with the Sheriff's Office until the terms and conditions of that probation have been satisfied.

4.0 RATE OF PAY

- 4.1 Individuals shall be hired by the Sheriff's Office at the rate of pay detailed in the Sheriff's Office Sworn Pay Plan.

5.0 HIRING REGISTER

- 5.1 To maintain operations, manage the existing workload of Human Resources staff, and maintain a competitive and fair testing process, the Merit Commission may, upon request from the Sheriff, approve an examination plan and certify a hiring register for both sworn entry and rank positions. The testing process will be open to all UPD members in the current merit rank and will include, but not be limited to, a standardized oral interview and seniority service rating. Registers shall not exceed more than one year past the return of services deadline.


6.0 TEMPORARY HIRING APPOINTMENT

- 6.1 Equal Or Higher Rank Appointments: The Sheriff is permitted to make temporary appointments pursuant to 17-30a-310 and POMC 3100, 2.0 for merit UPD officers who demonstrate satisfactory job performance in their current position (rank) to the LEB. Appointments can be made to their current merit rank or higher.
- 6.2 Individuals appointed under the terms of this section, to a rank higher than their current merit rank, shall receive two and a half (2.5) preference points at the time of the promotional examination to recognize experience gained in this role during the return of services.

7.0 TESTING SCHEDULE

- 7.1 Upon completion of the return of services from the UPD to the Sheriff's Office or no later than July 1, 2025, a promotional examination schedule will be adopted with the approval of the POMC.

APPROVED AND PASSED THIS 13th DAY OF December 2023.



DAVID SALAZAR, Chair
SALT LAKE COUNTY
PEACE OFFICER MERIT COMMISSION