



TEHAMA COUNTY SHERIFF'S OFFICE

Dave Kain, Sheriff-Coroner

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December 2, 2025

Personnel Director Coral Ferrin
Tehama County Administration
727 Oak Street
Red Bluff, Ca. 96080

RE: Employee Accrued Vacation

Dear Coral:

This letter is to inform you that as of December 31, 2025, there will be three Tehama County Sheriff's Office employees that will be more than their allotted accrued vacation hours. These employees are members of the Tehama County Deputy Sheriff's Association and are in two different budget units: Jail and Sheriff's.

One of the consequences of being short staffed in a law enforcement agency is employees are forced to work more hours, and they cannot take enough time off. The combination of having an unprecedented number of job vacancies in the Tehama County Sheriff's Office and not being able to take time off and continuing to accrue vacation time while working, has caused the following employees to accrue an excessive amount of vacation hours.

Sergeant Employee #3250 has 89.97 hours equal to \$4,476.01, Record Supervisor Employee #2374 has 19.48 hours equal to \$592.00, and Correctional Deputy Employee #3752 has 14.94 hours equal to \$513.19.

Per the Tehama County Deputy Sheriff's Association Memorandum of Understanding (MOU), I am writing to you asking for assistance in presenting this issue to the Board of Supervisors. Per article 21.6 of the MOU, The Board of Supervisors can allow employees to temporarily exceed the vacation limit, authorize payment of vacation hours more than two hundred forty hours, or a combination of both.

I look forward to hearing from you and your assistance regarding this matter.

Sincerely


Dave Kain
Sheriff-Coroner

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Professionalism. Respect. Integrity. Dedication. Equality