

COB - BOSAIR FORM

04/03/2026 8:19 AM (MST)

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BOARD OF SUPERVISORS AGENDA ITEM REPORT (BOSAIR)

All fields are required. Enter N/A if not applicable. For number fields, enter 0 if not applicable.

Award Type: Agenda Item

Is a Board Meeting Date Requested? Yes

Requested Board Meeting Date: 04/07/2026

Project Title / Description: Classification and Compensation Matters - New Job Classification

Agenda Item Report

Introduction / Background: The Human Resources Department has created a new job classification to be added to our Classification System.

Discussion: The proposed Public Safety and Engagement Liaison classification will establish a lead role within the Justice Services Department, responsible for overseeing the Regional Initiative for Safety and Engagement (RISE), the regional co-responder program operating in partnership with law enforcement agencies throughout Pima County.

Conclusion: The proposed new job classification will provide an accurate description of the work assigned to the position within the department. Furthermore, the proposed new job classification has been assigned a salary grade appropriate to the body of work inherent to the position and the qualifications required to perform it.

Recommendation: It is recommended the following job classification be approved for use within the County's classification system:
Class Code: 2124, Class Title: Public Safety and Engagement Liaison, Pay Grade: 14, Salary Range: \$63,544.00 - \$88,961.60, EEO Code: 2 (Professionals), FLSA Code: Exempt (not paid overtime).

Fiscal Impact: The creation of this new classification has no immediate cost impact to the County as any additional costs incurred in hiring a position allocated to the classification will be borne by the user department from within their current budget. Cost impact in future budget years will be planned for by the user department through the County's normal budget process.

Support of Prosperity Initiative: C-S-3. Prevent and Reduce Crime

Provide information that explains how this activity supports the selected Prosperity Initiative

The Public Safety and Engagement Liaison job description will allow the expansion of the Transition Center's operations to support the mission of improving public safety, reducing future arrests, increasing court appearances, promoting recovery through referrals, and supporting the community at large.

Board of Supervisor District:

- 1
- 2
- 3
- 4
- 5

Department:

Human Resources

Name:

Autumn O'Connor

Telephone:

520-724-8672

Department Director Signature: _____



Date: _____

3/31/26

Deputy County Administrator Signature: _____



Date: _____

4-1-2026

County Administrator Signature: _____

Date: _____

4/1/2026



2124 - Public Safety and Engagement Liaison

IDENTIFICATION

CLASSIFICATION CODE

2124

TITLE

Public Safety and Engagement Liaison

STRUCTURE AND GRADE

14

FLSA STATUS

Exempt

JOB SUMMARY

The Public Safety and Engagement Liaison resides in the Justice Services Department and is responsible for overseeing the Regional Initiative for Safety and Engagement (RISE), a regional co-responder program operating in partnership with law enforcement agencies throughout Pima County. This position leads program planning, implementation, interagency coordination, grant compliance, and performance evaluation to support individuals with substance use and mental health disorders who have frequent contact with the criminal justice system. In addition the Liaison supports broader departmental public safety strategies by strengthening cross-system relationships, coordinating training initiatives, and advancing collaborative efforts.

This classification is in the unclassified service and is exempt from the Pima County Merit System Rules.

ESSENTIAL FUNCTIONS

As defined under the Americans with Disabilities Act, this classification may include any of the following tasks, knowledge, skills, and other characteristics. This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class. Work assignments may vary depending on the department's need and will be communicated to the applicant or incumbent by the supervisor.

- Oversees daily operations of the Regional Co-Responder Program within the RISE initiative, ensuring effective service delivery;
- Leads program planning, development, implementation, and continuous improvement efforts aligned with department and opioid settlement goals;
- Supervises, trains, and evaluates the performance of assigned staff;
- Manages grant administration, funding compliance, reporting requirements, and budget coordination to ensure accountability and sustainability;
- Develops, formalizes, and maintains strategic partnerships with law enforcement agencies, behavioral health providers, community organizations, and regional stakeholders;
- Coordinates and provides oversight of program staff, contracted case managers, peer support, and collaborative partners;
- Oversees data collection, performance measurement, outcome tracking, and reporting;
- Utilizes data dashboards and trend analysis to inform program strategy and resource allocation;
- Coordinates training initiatives for internal and external stakeholders, such as Crisis Intervention and Response Training (CRIT).



2124 - Public Safety and Engagement Liaison

MINIMUM QUALIFICATIONS

1.) A Bachelor's degree from an accredited college or university with a major in public administration, legal studies, political science, health services, social work, criminal justice, social sciences, legal studies or another program-related field, as defined by the department head at the time of recruitment AND four years of professional level experience in coordinating, monitoring, administering or managing program or specialized work unit activities.

OR

2.) Three years of work experience with Pima County working in a coordinator level role or another similar level position as determined by the department head at the time of recruitment.

(Relevant professional level experience and/or education from an accredited college or university may be substituted.)

LICENSES AND CERTIFICATES

Some positions require a valid Arizona Class D driver license at the time of application or appointment. Failure to obtain / maintain the required licensure shall be grounds for termination.

SPECIAL NOTICE ITEMS

Some positions may require satisfactory completion of a personal background investigation by the court or law enforcement agencies, due to the need for access to County Attorney and Court facilities, records, and communication systems

SELECTION PROCEDURE

Pima County Human Resources Department reserves the right to admit to the selection process only those candidates that meet the minimum qualifications. All applications will be assessed based on an evaluation of the listed education and experience. The hiring authority will interview and select the successful candidate from a referral list provided by Human Resources. Additional assessments/testing may be required as part of the selection process.

EEO INFORMATION

Pima County Government is an Equal Employment Opportunity employer. We are committed to an inclusive and diverse workforce and will not discriminate in employment opportunities or practices on the basis of race, color, religion, national origin, age, disability, gender, sexual orientation, kinship, political interest, or any other characteristic protected by law.

PHYSICAL / SENSORY WORK REQUIREMENTS

Physical and sensory work requirements will be determined by the department.

WORKING CONDITIONS

Working conditions will be determined by the department.