

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SAN BERNARDINO  
AND RECORD OF ACTION**

August 25, 2020

**FROM**

**JOHN McMAHON, Sheriff/Coroner/Public Administrator**

**SUBJECT**

Employment Contract with Timothy Daniel Jong to Provide Forensic Pathology Services

**RECOMMENDATION(S)**

Approve **Employment Contract No. 20-682** with Timothy Daniel Jong, M.D. for the provision of Forensic Pathology Services for the Sheriff/Coroner/Public Administrator, effective September 12, 2020 through September 8, 2023, with the option to extend the term for two additional one-year periods, for an estimated annual cost of \$266,450 (Salary - \$207,126; Benefits - \$59,324). (Presenter: John Ades, Captain, 387-0640)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). The estimated annual cost for this Employment Contract is \$266,450 (Salary - \$207,126; Benefits - \$59,324). This position is assigned to the Sheriff/Coroner/Public Administrator (Department) Coroner's Division. Sufficient appropriation is included in the Department's 2020-21 budget and will be included in future recommended budgets.

**BACKGROUND INFORMATION**

In accordance with the provisions in Title 3, Division 2, Part 3, Chapter 10 of the California Government Code, (§27491 et seq.), the Coroner of San Bernardino County may at his discretion, cause a postmortem pathological examination or autopsy to be made on the bodies of persons who die in the County, when an inquiry is necessary under the provisions of law to determine the cause of death.

Given the demanding caseload of the Coroner's Division, the Department recommends a contract with Dr. Timothy Daniel Jong for the period of September 12, 2020 through September 8, 2023, with the option to extend the term of the contract for two additional one-year periods, subject to County Counsel review. Approval of the contract will allow the Department to reduce or avoid delays in service to decedent's families or adverse effects impacting the timely disposition of felony criminal cases and the resolution of civil litigation.

Either party may terminate the contract at any time without cause with 14-days' advance written notice to the other party. The contract may be terminated for just cause immediately by the County.

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August 25, 2020**

**PROCUREMENT**

Recruitment for this position was conducted via the National Association of Medical Examiner's website. Only one candidate, Dr. Jong, applied for the position. The interview was conducted by the Coroner division's forensic pathology staff, including the Chief Forensic Pathologist. The interview panel recommends an employment contract with Dr. Jong based on his skills and experience meeting the requirements of the position, and exceptional professional references.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Cynthia O'Neill, Supervising Deputy County Counsel, 387-5455) on July 31, 2020; Human Resources Department (Mark DeBoer, Assistant Director, 387-5570) on July 30, 2020; Finance (Carolina Mendoza, Administrative Analyst, 387-0294) on August 5, 2020; and County Finance and Administration (Kelly Welty, Deputy Executive Officer, 387-5423) on August 5, 2020.

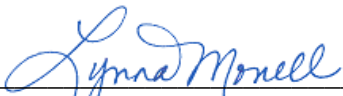
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Record of Action of the Board of Supervisors  
County of San Bernardino

**APPROVED (CONSENT CALENDAR)**

Moved: Josie Gonzales    Seconded: Robert A. Lovingood  
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: August 25, 2020



cc: Sheriff's- Ades w/agree  
Contractor- C/O Sheriff's w/agree  
File- w/agree  
la 09/2/2020