

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

October 22, 2024

FROM

JOSHUA DUGAS, Director, Department of Public Health

SUBJECT

Employment Contract for a Physician Assistant for the Department of Public Health

RECOMMENDATION(S)

1. Approve Employment **Contract No. 24-984** with Charles Sims, Physician Assistant, to provide primary care and HIV medical services with the Clinic Operations Division at the rate of \$67.17 per hour, for the period of November 1, 2024, through October 31, 2027.
2. Authorize the Director of Public Health to execute amendments to extend the term of the contract, for a maximum of three successive one-year periods, on behalf of the County, subject to County Counsel review.
3. Direct the Director of the Department of Public Health to transmit all amendments to the Employment Contract with Charles Sims to the Clerk of the Board of Supervisors within 30 days of execution.

(Presenter: Joshua Dugas, Director, 387-9146)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote the Countywide Vision.

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

FINANCIAL IMPACT

This item will not result in the use of Discretionary General Funding (Net County Cost). The \$67.17 per hour cost of this contract for Physician Assistant (PA) services is fully reimbursed through the Ryan White Part C Early Intervention Services grant, and Medi-Cal, and Medicare programs. Adequate appropriation and revenue have been included in the 2024-25 Department of Public Health (DPH) budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

DPH provides comprehensive medical services to the uninsured and underinsured population throughout the County. The PA position provides care to patients under the supervision of a physician, in DPH's four Federally Qualified Health Centers throughout the County.

Under the recommended contract, the PA will continue to provide full-time primary care and HIV medical services to patients. The PA has been providing medical services for DPH since 2008, where he has established extensive patient relationships. DPH recommends a three-year employment contract with Charles Sims, as a contract Public Health PA for the cost of \$67.17 per hour, effective November 1, 2024, through October 31, 2027. Authorization is requested for the Director of Public Health to execute amendments to extend the term of the contracts for a maximum of three successive one-year periods

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Under the terms of the contract, either party may terminate the contract at any time, without cause, upon 14 days prior written notice to the other party. The County may terminate the contract immediately for just cause.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Scott Runyan, Principle Assistant County Counsel, 387-5455) on October 7, 2024; Human Resources (Gina King, Assistant Director, 387-5560) on September 27, 2024; Finance (Iliana Rodriguez, Administrative Analyst, 387-4205) on September 20, 2024; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on September 20, 2024.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Jesse Armendarez
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Curt Hagman, Joe Baca, Jr.
Absent: Dawn Rowe

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: October 22, 2024



cc: Public Health - Saucedo w/agree
Contractor - c/o Public Health w/agree
File - w/agree
MBA 10/22/2024