

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

October 6, 2020

**FROM**

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

**SUBJECT**

Employment Contract with Paul Dongmin Kim to Provide Chaplain Services

**RECOMMENDATION(S)**

1. Approve **Employment Contract No. 20-929** with Paul Dongmin Kim for the provision of Chaplain services for the Sheriff/Coroner/Public Administrator, effective October 10, 2020 through October 9, 2023, for an estimated annual cost of \$81,521 (Salary - \$57,678; Benefits - \$23,843).
2. Authorize the Sheriff/Coroner/Public Administrator, Undersheriff, or Assistant Sheriff to execute amendments to the contract to extend the term for an additional three one-year periods on behalf of the County, subject to County Counsel review.
3. Direct the Sheriff/Coroner/Public Administrator, Undersheriff, or Assistant Sheriff to transmit all documents in relation to contract amendments to the Clerk of the Board of Supervisors within 30 days of execution.

(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 \$81,521 (Salary - \$57,678; Benefits - \$23,843). This position is assigned to the Inmate Services Division (ISU) and is funded by the Sheriff/Coroner/Public Administrator's (Department) Inmate Welfare Fund. Sufficient appropriation is included in the Department's 2020-21 budget and will be included in future recommended budgets.

**BACKGROUND INFORMATION**

In accordance with Title 15, California Code of Regulations, §1072, the Department employs chaplains to provide spiritual guidance, counseling, and foster rehabilitation of inmates housed in the County's detention facilities. Additionally, chaplains coordinate non-denominational religious services at those facilities.

Authorization is requested for the Sheriff/Coroner/Public Administrator, Undersheriff, or Assistant Sheriff to execute amendments to the term of the contract for an additional three one-year periods, subject to County Counsel review. Either party may terminate the contract at any

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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.

**PROCUREMENT**

Recruitment for this position was conducted via the County's Human Resources Department website. Interviews for 24 candidates were held by a panel composed of the Department's ISU management staff. The Department recommends a three-year contract with Mr. Paul Dongmin Kim who has the necessary qualifications and religious ministry experience to serve as a Sheriff's Chaplain.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Cynthia O'Neill, Supervising Deputy County Counsel, 387-5455) on July 9, 2020; Human Resources Department (Mark DeBoer, Assistant Director, 387-5570) on July 9, 2020; Finance (Carolina Mendoza, Administrative Analyst, 387-0294) on July 7, 2020; and County Finance and Administration (Kelly Welty, Deputy Executive Officer, 387-5423) on July 9, 2020.

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

**APPROVED (CONSENT CALENDAR)**

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

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: October 6, 2020



cc: Sheriff - Ades w/agree  
Contractor - C/O Sheriff w/agree  
File - w/agree  
CCM 10/7/2020