

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

May 19, 2020

FROM

DAWN ROWE, Third District Supervisor, Board of Supervisors

SUBJECT

Employment Contract for Support Services to the Third Supervisorial District

RECOMMENDATION(S)

Terminate Employment Contract No. 19-609 and approve new **employment contract No. 20-261** with Danielle Harrington to provide support services to the Third District Supervisor as a Policy Advisor I, effective May 23, 2020, for an estimated annual cost of \$82,018 (Salary - \$44,699, Benefits - \$37,319).

(Presenter: Supervisor Dawn Rowe, Third District Supervisor, 387-4855)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

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

FINANCIAL IMPACT

Approval of this employment contract will not require the use of additional Discretionary General Funding (Net County Cost). Sufficient appropriation exists within the Third District's 2019-20 budget to fund the costs related to this employment contract, and will be included in future recommended budgets.

BACKGROUND INFORMATION

Staff services to members of the Board of Supervisors (Board) are provided through contractual arrangement, as required by the County Charter.

On September 10, 2019 (Item No. 4), the Board approved Employment Contract No. 19-609 to engage Danielle Harrington as an Intern Staff Assistant I. The new recommended employment contract will engage Ms. Harrington to provide support services to the Third District Supervisor as a Policy Advisor I, effective May 23, 2020. Either party may terminate the contract at any time without cause with a 14-day prior written notice to the other party. The contract may be terminated for just cause immediately by the County.

PROCUREMENT

N/A

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Cynthia O'Neill, Supervising Deputy County Counsel, 387-5455) on May 11, 2020; Human Resources (Mark DeBoer, Assistant Director of Human Resources, 387-5568) on May 8, 2020; Finance (Stephenie Shea, Administrative Analyst, 387-4919) on May 7, 2020; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on May 7, 2020.

**Employment Contract for Support Services to the Third Supervisorial
District
May 19, 2020**

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

APPROVED (CONSENT CALENDAR)

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: May 19, 2020



cc: BOS - Shea w.agree
Contractor C/O BOS w/agree
File w/agree
KS 05/19/2020