

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

April 23, 2024

FROM

SHANNON D. DICUS, Sheriff/Coroner/Public Administrator

SUBJECT

Employment Contracts for Detention Facilities Dentists

RECOMMENDATION(S)

1. Terminate Employment Contract No. 12-968 and approve a new **Employment Contract No. 24-333** with Dr. Linda Martinez to provide services as a Part-time Dentist at County Detention Facilities, effective April 20, 2024 through April 19, 2027, for an estimated annual cost of \$160,719 (Salary - \$136,203; Benefits - \$24,516).
2. Terminate Employment Contract No. 19-106 and approve a new **Employment Contract No. 24-334** with Dr. Richie Tran to provide services as a Part-time Dentist at County Detention Facilities, effective April 20, 2024 through April 19, 2027, for an estimated annual cost of \$160,719 (Salary - \$136,203; Benefits - \$24,516).
3. Terminate Employment Contract No. 20-126 and approve a new **Employment Contract No. 24-335** with Dr. Heike Olafsen to provide services as a Chief Dentist at County Detention Facilities, effective April 20, 2024 through April 19, 2027, for an estimated annual cost of \$252,980 (Salary - \$202,384; Benefits - \$50,596).
4. Terminate Employment Contract No. 20-270 and approve a new **Employment Contract No. 24-336** with Dr. Nancy Nguyen to provide services as a Dentist at County Detention Facilities, effective April 20, 2024 through April 19, 2027, for an estimated annual cost of \$234,832 (Salary - \$187,866; Benefits - \$46,966).
5. Authorize the Sheriff/Coroner/Public Administrator, Undersheriff, or Assistant Sheriff to execute amendments to the employment contracts referenced in Recommendations No. 1 through No. 4 to extend the contract terms for a maximum of three consecutive one-year periods on behalf of the County, subject to County Counsel review.
6. Direct the Sheriff/Coroner/Public Administrator, Undersheriff, or Assistant Sheriff to transmit amendments in relation to the employment contracts referenced in Recommendations No. 1 through No. 4, to the Clerk of the Board of Supervisors within 30 days of execution.

(Presenter: Ernie Perez, Deputy Chief, 387-3760)

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 the proposed employment contracts is \$809,250 (Salaries - \$662,656; Benefits - \$146,594). These positions are assigned to the Sheriff/Coroner/Public Administrator (Department) Health Services Division and are funded

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within the current budget allocation, which includes Assembly Bill 109 funds and Discretionary General Funding. Sufficient appropriation is included in the Department's 2023-24 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

The Department utilizes the services of contract dentists to perform necessary, non-restorative, dental care to inmates housed at County detention facilities. These contract positions will provide dental treatment at the West Valley Detention Center (WVDC) and the Central Detention Center, and temporary coverage to all four detention facilities, as needed. The California Code of Regulations, Title 15, Division I, Chapter 1, Subchapter 4, Section 1215 requires that "the facility administrator shall develop written policies and procedures to ensure emergency and medically required dental care is provided to each inmate, upon request, under the direction and supervision of a dentist, licensed by the state".

The Board of Supervisors approved Contract No. 12-968 with Dr. Linda Martinez on December 18, 2012 (Item No. 85); Contract No. 19-106 with Dr. Richie Tran on March 12, 2019 (Item No. 51); Contract No. 20-126 with Dr. Heike Olafsen on March 24, 2020 (Item No. 51); and Contract No. 20-270 with Dr. Nancy Nguyen on May 19, 2020 (Item No. 91), for the provision of dental services to the Department.

Approval of this item will terminate the existing contracts and initiate new employment contracts for dental services at the detention facilities, retroactively effective April 20, 2024, to align with the start of the new pay period, through April 19, 2027. Additionally, it will update contract language to match terms, adjust the doctors' salaries to include step increases and benefits according to the Professional Employees Memorandum of Understanding.

Further, the Department requests authorization for the Sheriff, Undersheriff or Assistant Sheriff to execute amendments to extend the term of the contracts for a maximum of three successive one-year periods, subject to County Counsel review. These contracts may be terminated by either party without cause upon 14 days advance written notice. The County may terminate the contracts immediately for just cause.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Richard D. Luczak, Deputy County Counsel, 387-5455) on April 2, 2024; Human Resources (Sandra Wakcher, Division Chief, 387-9676) on April 3, 2024; Finance (Erika Rodarte, Administrative Analyst, 387-4919) on April 4, 2024; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on April 4, 2024.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: April 23, 2024



cc: Sheriff - Welty w/ agrees
Contractor c/o Sheriff w/ agree
File w/ agree
JLL 04/24/2024