

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

May 24, 2022

FROM

JOE BACA, JR., Fifth District Supervisor, Board of Supervisors

SUBJECT

Employment Contract Amendment for Support Services to the Fifth Supervisorial District

RECOMMENDATION(S)

Approve **Amendment No. 1 to Employment Contract No. 21-896** with Amanda Fakhoury to continue to provide support services to the Fifth District Supervisor as Board of Supervisors Communications Advisor I, and include in the compensation package a bi-weekly portable communications device allowance of \$92.31 effective retroactively to the beginning of Contract term on December 4, 2021, for an estimated annual cost of \$94,857 (Salary - \$50,690, Benefits-\$44,167).

(Presenter: Joe Baca, Jr., Fifth District, 387-4565)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

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

FINANCIAL IMPACT

Approval of this employment contract amendment will not require the use of additional Discretionary General Funding (Net County Cost). Sufficient appropriation exists within the Fifth District's 2021-22 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 December 7, 2021 (Item No. 6), the Board approved Employment Contract No. 21-896 with Amanda Fakhoury to provide support services as a Board of Supervisors Communications Advisor I for the Fifth District Supervisor. The recommended amendment will include the bi-weekly compensation of a portable communications device allowance in the amount of \$92.31 effective retroactively to the beginning of Contract term on December 4, 2021. This communications device allowance is contained in most benefit packages of staff in the Fifth District office and should have been provided to this employee at the commencement of her employment.

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

**Employment Contract Amendment for Support Services to the Fifth
Supervisorial District
May 24, 2022**

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Cynthia O'Neill, Principal Assistant County Counsel, 387-5455) on May 18, 2022; Human Resources (Gina King, Human Resources Division Chief, 387-5571) on May 19, 2022; Finance (Sofia Almeida, Administrative Analyst, 387-4378) on May 19, 2022; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on May 19, 2022.

**Employment Contract Amendment for Support Services to the Fifth
Supervisory District
May 24, 2022**

Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: May 24, 2022



cc: BOS - Almeida w/agree
Contractor - C/O BOS w/agree
File - w/agree
CCM 05/25/2022