

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

**August 9, 2022**

**FROM**

**DAWN ROWE, Third District Supervisor, Board of Supervisors**

**SUBJECT**

Employment Contract Amendment for Support Services to the Third Supervisorial District

**RECOMMENDATION(S)**

Approve **Amendment No. 2** to Employment **Contract No. 21-616** with Steven Reyes to continue to provide support services to the Third District Supervisor as a Field Representative I, increasing the salary range, increasing the auto allowance per pay period, and adding the Portable Communications Device Allowance pursuant to the terms and conditions set forth in the San Bernardino County Exempt Group Working Conditions Ordinance, effective August 9, 2022, for an estimated annual cost of \$58,115 (Salary - \$40,550, Benefits - \$17,565). (Presenter: Supervisor Dawn Rowe, Third District, 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 amendment will not require the use of additional Discretionary General Funding (Net County Cost). Sufficient appropriation exists within the Third District's 2022-23 budget to fund the costs related to this employment contract amendment 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 August 24, 2021 (Item No. 3), the Board approved Employment Contract No. 21-616 to engage Steven Reyes to provide support services as a Field Representative I for the Third District Supervisor, effective August 28, 2021. On December 7, 2021 (Item No. 5), the Board approved adding the auto allowance benefit of \$300 per pay period to Mr. Reyes' contract. The recommended employment contract would increase the salary range, increase the auto allowance benefit from \$300 to \$461.54, and add the Portable Communications Device Allowance of \$92.31 per pay period, pursuant to the terms and conditions set forth in the San Bernardino County Exempt Group Working Conditions Ordinance, effective August 9, 2022.

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.

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Supervisory District  
August 9, 2022**

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Cynthia O'Neill, Principal Assistant County Counsel, 387-5455) on August 2, 2022; Human Resources (Gina King, Human Resources Division Chief, 387-5571) on August 2, 2022; and County Finance and Administration (Paloma Hernandez-Barker, 387-5423, and Matthew Erickson, County Chief Financial Officer, 387-5423) on August 2, 2022.

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Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Dawn Rowe Seconded: Col. Paul Cook (Ret.)

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

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: August 9, 2022



cc: BOS- Hernandez-Barker w/agree  
Contractor- C/O BOS w/agree  
File- w/agree  
LA 08/11/2022