

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

October 7, 2025

FROM

SHANNON D. DICUS, Sheriff/Coroner/Public Administrator

SUBJECT

Amendment to Employment Contract for Background Investigator Services

RECOMMENDATION(S)

Approve **Amendment No. 2 to Contract No. 22-1021** with Domenico Ancona, to provide services as a Background Investigator, to amend the salary rate and medical and dental coverage provisions, effective October 7, 2025, including an estimated additional annual benefit increase of \$3,978, for 2025-26, from \$125,279 to a total of \$129,257 (Salary \$81,453; Benefits - \$47,804), and to exercise the first option to extend the term by one year for a new period of October 26, 2022 through October 25, 2026.

(Presenter: Carolina Mendoza, Chief Deputy Director, 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 increase for 2025-26 of \$3,978 for this contract will be funded within the Sheriff/Coroner/Public Administrator's (Department) existing 2025-26 budget allocation. Sufficient appropriation will be included in future recommended budgets.

BACKGROUND INFORMATION

The Department's Employee Resources Division (ERD) is responsible for recruiting employment candidates and conducting background investigations to obtain information to determine a candidate's suitability for sworn and professional positions in a law enforcement environment. Additionally, ERD conducts investigations for Carry a Concealed Weapon (CCW) permit applicants.

Sworn personnel are typically assigned to conduct background investigations, but are often reassigned or promoted into new positions, creating a need for consistency and continuity of operations that can be provided by non-sworn personnel. Given the workload and to reduce processing time of pre-employment and CCW applicant background investigations, the Department recommended the approval of employment contracts to hire qualified individuals to provide services as Background Investigators.

On October 25, 2022 (Item No. 85), the Board of Supervisors (Board) approved Employment Contract No. 22-1021 (Contract) with Domenico Ancona to provide services as a Background

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Investigator to supplement current sworn positions and provide consistency and continuity of operations for the terms of October 26, 2022 through October 25, 2025, with the option to extend the term for three additional one-year periods.

On February 7, 2023 (Item No. 44), the Board approved Amendment No. 1 to Contract No. 22-1021 with Mr. Ancona to add \$150 in cost for additional benefits for 2023-24, with no changes to the term of the Contract.

In Amendment No. 2, the salary rate provision is being amended to reflect current standard contract language. Also, the medical and dental coverage provision is being amended to reflect the current Medical Premium Subsidy found in the existing Memorandum of Understanding for the Technical and Inspection Bargaining Unit and exercises the first option to extend the contract for an additional year, for a total contract period of October 26, 2022 through October 25, 2026.

Approval of this item will update the above-mentioned benefits to the Contract. 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

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Scott Runyan, Principal Assistant County Counsel, 387-5455) on September 17, 2025; Human Resources (Gina King, Assistant Director, 387-5571) on September 19, 2025; and County Finance and Administration (Erika Rodarte, Administrative Analyst, 387-4919) on September 22, 2025.

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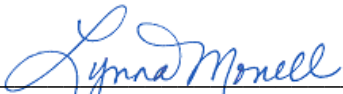
Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: October 7, 2025



cc: Sheriff - Mendoza w/agree
Contract – c/o Sheriff w/agree
File – w/agree

MBA 10/8/2025