

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

June 10, 2025

FROM

JEANY GLASGOW, Director, Children and Family Services

SUBJECT

Employment Contracts for Children's Network

RECOMMENDATION(S)

1. Terminate Employment Contract No. 21-656 with Xeneida Brown effective June 30, 2025.
2. Approve Employment **Contract No. 25-360** with Xeneida Brown, as Child Abuse Prevention Coordinator, for an estimated annual cost of \$87,967 (\$55,419 Salary, \$32,548 Benefits), for the period of July 1, 2025, through June 30, 2028.
3. Approve Employment **Contract No. 25-361** with Juan Solis, as Father Engagement Coordinator, for an estimated annual cost of \$100,177 (\$62,110 Salary, \$38,067 Benefits), for the period of July 1, 2025, through June 30, 2028.
4. Authorize the Assistant Executive Officer of Human Services to execute amendments to extend the term of the employment contracts identified in Recommendation Nos. 2 and 3 for a maximum of three successive one-year periods, on behalf of the County, subject to County Counsel review.
5. Direct the Assistant Executive Officer of Human Services to transmit any amendments to the employment contracts identified in Recommendation Nos. 2 and 3 to the Clerk of the Board of Supervisors within 30 days of execution.

(Presenter: Jeany Glasgow, Director, 658-1181)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Provide for the Safety, Health and Social Service Needs of County Residents.

Pursue County Goals and Objectives by Working with Other Agencies and Stakeholders.

FINANCIAL IMPACT

Approval of this item does not impact Discretionary General Funding (Net County Cost). The recommended contract for Xeneida Brown is an estimated cost of \$87,967 annually and will be 75% (\$65,575) funded through a grant from the Children and Families Commission (CFC) and 25% (\$22,392) funded by Child Welfare Services (CWS) allocation, which is 40% (\$8,957) federally funded and 60% (\$13,435) realignment funded. The recommended contract for Juan Solis is an estimated cost of \$100,177 annually and will be 75% (\$75,133) funded through a grant from the CFC and 25% (\$25,044) funded by CWS allocation, which is 40% (\$10,018) federally funded and 60% (\$15,026) realignment funded. Adequate appropriation and revenue have been included in the HS 2025-26 recommended budget and will be included in the future recommended budgets.

BACKGROUND INFORMATION

In 1985, the San Bernardino Grand Jury recommended that an interagency council be established to study and coordinate services for children in the County. The Children's Network

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(CNET) was created the following year to improve outcomes for children and their families. CNET helps to establish and support partnerships with other public and private child servicing agencies throughout the County and beyond.

CNET is requesting a new employment contract for Xeneida Brown for her continued service as the Child Abuse Prevention Coordinator. This position is responsible for organizing, coordinating, and implementing public awareness campaigns relating to child abuse prevention within San Bernardino County.

On September 14, 2021 (Item No. 16), the Board of Supervisors (Board) approved Employment Contract No. 21-656 with Xeneida Brown. The initial term of this employment contract was for the period of September 25, 2021, through September 24, 2024. On September 14, 2021, the Board also authorized the Assistant Executive Officer (AEO) of HS to execute amendments to extend the term of the employment contract for a maximum of three successive one-year periods on behalf of the County, subject to review by County Counsel. Pursuant to this authority, the AEO of HS approved an amendment to this employment contract to extend the term by one year, from September 25, 2024, through September 24, 2025. CNET is requesting to replace Ms. Brown's contract to address salary increases and set up a structured method to provide further salary and step increases in the future.

On June 11, 2019 (Item No. 21), the Board approved Employment Contract No. 19-362 with Juan Solis as a Father Engagement Coordinator to facilitate a collaborative network that builds the capacity of family serving agencies and coordinate support services that are accessible and father friendly. The initial term of the employment contract was from July 1, 2019, through June 30, 2022. On June 11, 2019, the Board also authorized the AEO of HS to execute amendments to extend the term of the employment contract for a maximum of three successive one-year periods on behalf of the County, subject to review by County Counsel. Pursuant to this authority, the AEO of HS approved amendments to this employment contract to extend the term, the last extension being from July 1, 2024, through June 30, 2025. CNET is requesting a new employment contract for Juan Solis for his continued service as the Father Engagement Coordinator.

The recommended employment contracts shall be effective July 1, 2025, and shall remain in effect through June 30, 2028, subject to the termination provisions of the contract. Authorization is requested for the AEO of HS to execute amendments to extend the term of the employment contracts for a maximum of three successive one-year periods. Notwithstanding the foregoing, either party may terminate the contracts at any time without cause upon 14 days' prior written notice to the other party. The County may terminate the contracts immediately for just cause.

PROCUREMENT

A procurement was not performed as Xeneida Brown is the current contract Child Abuse Prevention Coordinator and Juan Solis is the current contract Father Engagement Coordinator.

REVIEW BY OTHERS

This item has been reviewed by Human Services Contracts (Patty Steven, Contracts Manager, 388-0241) on May 13, 2025; County Counsel (Scott Runyan, Principal Assistant County Counsel, 387-5570) on May 22, 2025; Human Resources (Ellen Hendrickson, Human Resource Business Partner II, 948-6462) on May 23, 2025; Finance (John Hallen, Principal Administrative Analyst, 388-0208) on May 23, 2025; and County Finance and Administration (Cheryl Adams, Deputy Executive Officer, 388-0332) on May 23, 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: June 10, 2025



cc: CN - Tucci w/agree
Contractor - c/o CN w/agree
File w/agree
MBA 06/17/2025