

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

May 18, 2021

FROM

JOHN McMAHON, Sheriff/Coroner/Public Administrator

SUBJECT

Employment Contract with Phillip Sasis to Provide Chaplain Services

RECOMMENDATION(S)

1. Approve **Employment Contract No. 21-375** with Phillip Sasis for the provision of Chaplain services for the Sheriff/Coroner/Public Administrator, effective May 22, 2021 through May 21, 2024 for an estimated annual cost of \$81,521 (Salary - \$57,678; Benefits - \$23,843).
2. Authorize the Sheriff/Coroner/Public Administrator, Undersheriff, or Assistant Sheriff to execute amendments to the contract to extend the term for an additional three one-year periods on behalf of the County, subject to County Counsel review.
3. Direct the Sheriff/Coroner/Public Administrator, Undersheriff, or Assistant Sheriff to transmit all documents in relation to contract amendments to the Clerk of the Board of Supervisors within 30 days of execution.

(Presenter: John Ades, Captain, 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 for this Employment Contract is \$81,521 (Salary - \$57,678; Benefits - \$23,843). This position is assigned to the Inmate Services Division (ISU) and is funded by the Sheriff/Coroner/Public Administrator's (Department) Inmate Welfare Fund. Sufficient appropriation is included in the Department's 2020-21 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

In accordance with Title 15, California Code of Regulations, §1072, the Department employs chaplains to provide spiritual guidance, counseling, and foster rehabilitation of inmates housed in the County's detention facilities. Additionally, chaplains coordinate non-denominational religious services at those facilities.

Authorization is requested for the Sheriff/Coroner/Public Administrator, Undersheriff, or Assistant Sheriff to execute amendments to the term of the contract for an additional three one-year periods, subject to County Counsel review. Either party may terminate the contract at any

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time without cause with 14-days' advance written notice to the other party. The contract may be terminated for just cause immediately by the County.

PROCUREMENT

Recruitment for this position was conducted via the County's Human Resources Department website. Interviews with 24 candidates were held by a panel composed of the Department's ISU management staff. The Department recommends a three-year contract with Mr. Phillip Sasis who has the necessary qualifications and religious ministry experience to serve as a Sheriff's Chaplain.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Cynthia O'Neill, Principal Assistant County Counsel, and Richard D. Luczak, Deputy County Counsel, 387-5455) on April 23, 2021; Human Resources Department (Gina King, Division Chief, 387-8304) on April 23, 2021; Finance (Carolina Mendoza, Administrative Analyst, 387-0294) on April 26, 2021; and County Finance and Administration (Kelly Welty, Deputy Executive Officer, 387-5423) on April 27, 2021.

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Record of Action of the Board of Supervisors
County of San Bernardino

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. 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 18, 2021



cc: Sheriff - Ades w/agree
Contractor - C/O Sheriff w/agree
File - w/agree
CCM 05/20/2021