

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

May 5, 2026

FROM

DAWN ROWE, Chair and Third District Supervisor, Board of Supervisors

SUBJECT

Employment Contract for Support Services to the Third Supervisorial District

RECOMMENDATION(S)

Approve **Employment Contract No. 26-323** with Iris Ivette Gutierrez to provide support services to the Third Supervisorial District as a Field Representative I, effective May 2, 2026, for an estimated annual cost of \$120,064 (Salary - \$70,949, Benefits - \$49,115).
(Presenter: Dawn Rowe, Chair and Third District Supervisor, 387-4855)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Operate in a Fiscally Responsible and Business-Like Manner.

FINANCIAL IMPACT

Approval of the recommendation will not require the use of additional Discretionary General Funding (Net County Cost). Sufficient appropriation exists within the Third District's 2025-26 budget to fund the costs related to the 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.

The recommended employment contract will engage Iris Gutierrez as a Field Representative I for the Third District Supervisor, effective May 2, 2026.

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 April 22, 2026; Human Resources (Sandra Wakcher, Division Chief, 387-9676) on April 22, 2026; and County Finance and Administration (Penelope Chang, Principal Administrative Analyst, 387-4886) on April 21, 2026.

**Employment Contract for Support Services to the Third Supervisorial
District
May 5, 2026**

Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

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

Lynna Monell, CLERK OF THE BOARD

BY  _____
DATED: May 5, 2026



cc: BOS - Chang w/agree
 Contractor - c/o BOS w/agree
 File - w/agree
CCM 05/6/2026