

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

May 9, 2023

**FROM**

**JOSHUA DUGAS, Director, Department of Public Health**

**SUBJECT**

Maternal, Child, and Adolescent Health Director Employment Contract for the Department of Public Health

**RECOMMENDATION(S)**

1. Approve **Employment Contract No. 23-327** with Amanda Madrid as a Maternal, Child, and Adolescent Health Director for administrative support, for an estimated annual cost of \$83,190 (\$79,643 Salary, \$3,547 Benefits), for the period of May 20, 2023 through May 19, 2026.
2. Authorize the County Chief Operating Officer or the Director of the Department of Public Health to execute amendments to extend the term of the contract for a maximum of three successive one-year periods on behalf of the County, subject to County Counsel review.
3. Direct the County Chief Operating Officer or the Director of the Department of Public Health to transmit all contract amendments to the Clerk of the Board of Supervisors within 30 days of execution.

(Presenter: Joshua Dugas, Director, 387-9146)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Promote the Countywide Vision.**

**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**

This item does not impact Discretionary General Funding (Net County Cost). The estimated annual cost of \$83,190 will be funded by California Department of Public Health (CDPH) Maternal, Child, and Adolescent Health (MCAH) Division Funding. Adequate appropriation and revenue have been included in the Department of Public Health's (DPH) 2022-2023 budget and will be included in future recommended budgets.

**BACKGROUND INFORMATION**

The DPH MCAH mission is to improve health outcomes in the County's reproductive-aged women, infants, children, adolescents, and their families. MCAH ensures access to quality and appropriate levels of care, especially for those with low incomes or underutilization of maternal and child health services; champions and supports breastfeeding; seeks to improve pregnancy outcomes, including reduction of low birthweight and preterm birth; and strives to decrease sudden infant death syndrome (SIDS) deaths, including promotion of safe sleep environments for infants.

**Maternal, Child, and Adolescent Health Director Employment Contract  
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Under the terms of the recommended employment contract, the contractor will direct MCAH program activities and ensure performance of the core public health functions of assessment, policy development, health improvement, community and healthcare provider engagement, evaluation, and health education. Amanda Madrid will serve in this role on a part-time basis (40 hours per pay period).

The recommended contract will be effective May 20, 2023, and will remain in effect until May 19, 2026. Authorization is requested for the County Chief Operating Officer or Director of DPH to execute amendments to extend the term of the contract for a maximum of three successive one-year periods. Notwithstanding the foregoing, either party may terminate the contract at any time without cause with 30 days prior written notice to the other party. The County may terminate the contract immediately for just cause.

**PROCUREMENT**

Due to extended unsuccessful recruitment for the Maternal, Child, and Adolescent Health Director and to fulfill MCAH key personnel requirements, DPH seeks approval of an employment contract with Amanda Madrid, with the support of the Human Resources Department.

DPH has determined Amanda Madrid is qualified for this position due to her professional knowledge and nursing background, including two years' experience in obstetric nursing as a Labor and Delivery nurse, serving as a Member-At-Large of the Association of Community Health Nursing Educators since January 2022, and working as a Health Facilities Evaluator Nurse for CDPH. Further, she has demonstrated her commitment to improving community health through extensive involvement as an Advisory Board Member with the Perinatal Equity Initiative of Riverside County since July 2019.

**REVIEW BY OTHERS**

This item has been reviewed by Human Services Contracts (Patty Steven, Contracts Manager, 388-0241) on April 6, 2023; Human Resources (Gina King, Deputy Director, 387-5570) on April 19, 2023; County Counsel (Cynthia O'Neill, Principal Assistant County Counsel, 387-5455) on April 12, 2023; Finance (Paul Garcia, Administrative Analyst, 386-8392) on April 20, 2023; and County Finance and Administration (Cheryl Adams, Deputy Executive Officer, 388-0238) on April 24, 2023.

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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: May 9, 2023



cc: PH - Gudino w/agree  
Contractor - C/O PH w/agree  
File - w/agree  
CCM 05/11/2023