

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY



Contract Number

22-448 A1

SAP Number

N/A

Sheriff/Coroner/Public Administrator

Department Contract Representative	Carolina Mendoza, Chief Deputy Director of Sheriff's Administration
Telephone Number	(909) 387-0640
Contractor	Brian Hutchins, M.D.
Contractor Representative	-----
Telephone Number	On File
Contract Term	07/02/2022 through 07/01/2026
Original Contract Amount	\$174.06 per hour
Amendment Amount	-----
Total Contract Amount	-----
Cost Center	4436501000
Grant Number (if applicable)	-----

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO. 1

Effective June 16, 2025, San Bernardino County (County) and Dr. Brian Hutchins (Contractor) agree that Contract No. 22-448 for Contractor to provide County services as a Chief Forensic Pathologist is hereby amended as follows:

(1) By replacing Section IV. TERM in its entirety, with a new Section IV. TERM, which shall read as follows:

IV. TERM

This Contract shall be for the period of July 2, 2022, and shall remain in effect through July 1, 2026, subject to the termination provisions below. The Sheriff/Coroner/Public Administrator, Undersheriff, or Assistant Sheriff are authorized to execute amendments to this Contract to extend the term of this Contract for a maximum of one additional successive one-year period. Notwithstanding the foregoing, either party may terminate this Contract at any time without cause with a fourteen (14) day prior written notice to the other party. This Contract may be terminated for just cause immediately by the Sheriff-Coroner. Contractor shall serve at the pleasure of the Sheriff-Coroner, or his/her designee, who shall have the full authority and discretion to exercise County rights under this Paragraph.

Except as amended, all other terms and conditions of this Contract remain as stated therein.

This Amendment No. 1 may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same Amendment No. 1. The parties shall be entitled to sign and transmit an electronic signature of this Amendment No. 1 (whether by facsimile, PDF, or other mail transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Amendment No. 1 upon request.

IN WITNESS WHEREOF, San Bernardino County and the Contractor have each caused the Contract to be subscribed by its respective duly authorized officers, on its behalf.

SAN BERNARDINO COUNTY

▶ 

Sheriff/Coroner/Public Administrator or Designee

Name Rick Bessinger, Undersheriff

Dated: 6/13/25

Contractor


By ▶ Brian Hutchins
Brian Hutchins (Jun 5, 2025 06:46 PDT)

(Contractor's Signature)

Name Brian Hutchins, M.D.

Dated: 06/05/2025

FOR COUNTY USE ONLY

Approved as to Legal Form
▶ 
Scott M. Runyan (Jun 4, 2025 17:18 PDT)

Scott M. Runyan, Principal Assistant County Counsel
Date 06/04/2025

Reviewed for Contract Compliance
▶ _____
Date _____

Reviewed/Approved by Department
▶ 

Carolina Mendoza, Chief Deputy Director of Sheriff's Administration
Date 6/12/25



County of San Bernardino

DELEGATED AUTHORITY – DOCUMENT REVIEW FORM

E-MAILED
6/10/25

This form is for use by any department or other entity that has been authorized by Board of Supervisors/Directors action to execute grant applications, awards, amendments or other agreements on their behalf. All documents to be executed under such delegated authority must be routed for County Counsel and County Administrative Office review prior to signature by designee.

Note: This process should NOT be used to execute documents under a master agreement or template, or for construction contract change orders. Contact your County Counsel for instructions related to review of these documents.

Complete and submit this form, along with required documents proposed for signature, via email to the department's County Counsel representative and Finance Analyst. If the documents proposed for signature are within the delegated authority, the department will submit the requisite hard copies for signature to the County Counsel representative. Once County Counsel has signed, the department will submit the signed documents in hard copy, as well as by email, to CAO Special Projects Team for review. If approved, the department will be provided routing instructions as well as direction to submit one set of the executed documents to the Clerk of the Board within 30 days.

For detailed instructions on submission requirements, reference Section 7.3 of the Board Agenda Item Guidelines as the Delegation of Authority does not eliminate the document submission requirements.

Department/Agency/Entity: Sheriff-Coroner

Contact Name: Jose Torres Telephone: 387-3465

Agreement No.: 22-448 Amendment No.: 1 Date of Board Item 6/28/22 Board Item No.: 96

Name of Contract Entity/Project Name: Brian Hutchins, M.D.

Explanation of request/Special Instructions:

On June 28, 2022 (Item No. 96) the Board of Supervisors (Board) approved Employment Contract No. 22-448 with Dr. Brian Hutchins to provide services as a Chief Forensic Pathologist for the Sheriff/Coroner/Public Administrator, for the period of 07/02/2022 through 07/01/2025, with two successive one-year options to extend the term of the contract. In the same action, the Board authorized the Sheriff/Coroner/Public Administrator, Undersheriff, or Assistant Sheriff to execute those contract extensions. Amendment No. 1 to the contract will exercise the first of the one-year extensions to the contract through 07/01/2026.

Insert check mark that the following required documents are attached to this request:

- Documents proposed for signature (Note: For contracts, include a signed non-standard contract coversheet for contracts not submitted on a standard contract form).
- Board Agenda item that delegated the authority

Department Routed to County Counsel	County Counsel Name: Scott M. Runyan, Principal Asst County Counsel	Date Sent: 05/31/2025
Reviewing County Counsel Use Only	Review Date <u>06/04/2025</u>  <small>Scott M. Runyan (Jun 4, 2025 17:26 PDT)</small> Signature	Determination: <input checked="" type="checkbox"/> Within Scope of Delegated Authority <input type="checkbox"/> Outside Scope of Delegated Authority
CAO-Special Projects Use Only	Review Date <u>6/10/25</u>  Signature	Disposition: <input checked="" type="checkbox"/> Route for signature to: ___ Chair ___ CEO <input checked="" type="checkbox"/> Department ___ Return to Department for preparation of agenda item