

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

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS  
OF IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY  
AND RECORD OF ACTION**

August 22, 2023

**FROM**

**DIANA ALEXANDER, Assistant Executive Officer, Human Services**

**SUBJECT**

Amendment to Employment Contract for Deputy Director for the In-Home Supportive Services Public Authority

**RECOMMENDATION(S)**

1. Acting as the governing body of San Bernardino County, approve **Amendment No. 1 to Employment Contract No. 22-181** between San Bernardino County, In-Home Supportive Services Public Authority, and Myette Christian, Deputy Director, updating the contract to include Special Assignment Compensation language, duties and duration, with no change to the contract term of March 26, 2022 through March 25, 2025.
2. Acting as the governing body of the In-Home Supportive Services Public Authority, approve **Amendment No. 1 to Employment Contract No. 22-181** between San Bernardino County, In-Home Supportive Services Public Authority, and Myette Christian, Deputy Director, updating the contract to include Special Assignment Compensation language, duties and duration, with no change to the contract term of March 26, 2022 through March 25, 2025.  
(Presenter: Diana Alexander Assistant Executive Officer, 387-4261)

**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**

This item does not impact Discretionary General Funding (Net County Cost). The estimated annual cost of the employment contract totaling \$188,783 [\$124,322 Salary, \$55,137 Benefits, \$9,324 Special Assignment Compensation (SAC)] will be fully funded by state and federal revenue, and Social Services Realignment. Adequate appropriation and revenue have been included in the In-Home Supportive Services Public Authority (IHSS PA) 2023-24 budget and will be included in the 2024-25 recommended budget.

**BACKGROUND INFORMATION**

On March 15, 2022 (Item No. 60), the Board of Supervisors approved Contract No. 22-181 with Myette Christian to be the Deputy Director for IHSS PA, for the period of March 26, 2022 through March 25, 2025.

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Myette Christian has been recently serving as the Acting Executive Director. As a result, IHSS PA recommends an amendment to the contract to reflect the terms of this special assignment, including SAC equal to 7.5% of the prior salary. A national recruitment is being conducted to fill the position; with the terms of the special assignment remaining in place until the appointment of an Executive Director.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by Human Services Contracts (Patty Steven, Contracts Manager, 388-0241) on July 20, 2023; County Counsel (Cynthia O'Neill, Principal Assistant County Counsel, 387-5455) on July 31, 2023; Human Resources (Gina King, Assistant Director, 387-5570) on August 1, 2023; Finance (Paul Garcia, Administrative Analyst, 386-8392) on August 4, 2023; and County and Finance Administration (Cheryl Adams, Deputy Executive Officer, 388-0238) on August 8, 2023.

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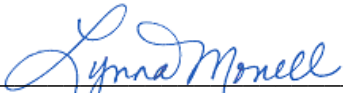
Record of Action of the Board of Supervisors  
San Bernardino County

Record of Action of the Board of Directors  
In-Home Supportive Services Public Authority

**APPROVED (CONSENT CALENDAR)**

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

Lynna Monell, CLERK OF THE BOARD/SECRETARY

BY   
DATED: August 22, 2023



cc: HS - Gudino w/ agree  
Contractor c/o HS w/ agree  
File w/ agree

JLL 08/23/2023