

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

January 14, 2025

FROM

CURT HAGMAN, Fourth District Supervisor, Board of Supervisors

SUBJECT

Employment Contract Amendment for Support Services to the Fourth Supervisorial District

RECOMMENDATION(S)

Approve **Amendment No. 2 to Employment Contract No. 16-915** with Yekaterina Kolcheva, Chief of Staff, to provide new support services to the Fourth District Supervisor associated with the Fourth District Supervisor being the San Bernardino County representative on the South Coast Air Quality Management District, increasing the salary range, retroactively effective December 14, 2024, for an estimated annual cost of \$220,346 (Salary - \$164,424, Benefits \$55,922).

(Presenter: Curt Hagman, Fourth District Supervisor, 387-4866)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Operate in a Fiscally-Responsible and Business-Like Manner.

FINANCIAL IMPACT

Approval of this contract will not require the use of additional Discretionary General Funding (Net County Cost). Sufficient appropriation exists within the Fourth District's 2024-25 budget to fund the costs related to this 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.

On December 6, 2016 (Item No. 6), the Board approved Employment Contract No. 16-915 with Yekaterina Kolcheva to provide services as a Chief of Staff. On September 27, 2022 (Item No. 3), the Board approved Amendment No. 1 to Employment Contract No. 16-915, adding the Portable Communications Device Allowance to Ms. Kolcheva's contract.

The South Coast Air Quality Management District (SCAQMD) is the air pollution control agency for all of Orange County and the urban portions of Los Angeles, Riverside and San Bernardino counties. SCAQMD is governed by a 13-member Board of Directors (Governing Board) and is responsible for controlling emissions primarily from stationary sources of air pollution. The County's representative on SCAQMD is Supervisor Curt Hagman, who receives assistance from his staff members, Michael Miller and Peter J. Rogers. Supervisor Curt Hagman also needs assistance from Ms. Kolcheva to fulfill SCAQMD duties associated with the Fourth District Supervisor being the County representative on SCAQMD.

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The current employment contract with Ms. Kolcheva does not include these support services. The recommended Amendment No. 2 to Employment Contract No. 16-915 would add the new support services already being performed by Ms. Kolcheva to the employment contract, as well as increase the salary range, retroactively effective December 14, 2024.

On September 10, 2024 (Item No. 25), the Board approved revenue Contract Nos. 24-814 and 24-813 with SCAQMD for SCAQMD to reimburse the County for County staff Mr. Rogers' and Mr. Millers' time, respectively, associated with the County's continued participation in SCAQMD, in the not-to-exceed amount of \$11,416 and \$24,264, respectively, for the contract term of July 1, 2024, through June 30, 2025.

While the new support services identified in Amendment No. 2 to Employment Contract No. 16-915 serve a County purpose of supporting the Fourth District Supervisor, a future item will be presented to the Board in 2025 requesting a new and additional revenue contract with SCAQMD for SCAQMD to reimburse the County for the staff time associated with County staff Ms. Kolcheva's participation in SCAQMD, retroactive to December 14, 2024.

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 January 9, 2025; Human Resources (Sandra Wakcher, Division Chief, 387-9676) on January 9, 2025; Finance (Jessica Trillo, Administrative Analyst, 387-4378) on January 7, 2025; and County Finance and Administration (Stephenie Shea, Deputy Executive Officer, 387-5423) on January 9, 2025.

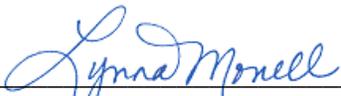
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Record of Action of the Board of Supervisors
San Bernardino County

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: January 14, 2025



cc: CAO - Chang w/agree
Contractor - c/o CAO w/agree
File - w/agree
CCM 01/15/2025