

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

June 11, 2024

**FROM**

**LUTHER SNOKE, Chief Executive Officer, County Administrative Office**

**SUBJECT**

Extra Help Appointment of Director of Arrowhead Regional Medical Center as a Returning Retiree

**RECOMMENDATION(S)**

Approve the appointment of William Gilbert, a returning retiree, before 180 days have passed, into an Extra Help Director of Arrowhead Regional Medical Center position, necessary to fill a critically needed position during the transition of leadership, for the period of June 15, 2024 through May 30, 2025, at a compensation not to exceed a total of \$216,000 over the term of his appointment.

(Presenter: Luther Snoke, Chief Executive Officer, 387-4811)

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

**Improve County Government Operations.**

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

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The total cost of the Extra Help appointment is estimated not to exceed \$216,000 based on a maximum of 960 hours of work each fiscal year between June 15, 2024 and May 30, 2025. Sufficient appropriation for this cost is included in the Arrowhead Regional Medical Center (ARMC) 2024-25 Recommended Budget and will be included in future recommended budgets.

**BACKGROUND INFORMATION**

William Gilbert directed and managed all operations at ARMC and was an integral part of its success up to the point of his retirement in May 2024. Mr. Gilbert, with approximately 10 years of experience as Director of ARMC, has an in-depth and unique understanding of ARMC's policies, procedures, systems, and programs to remain in compliance with regulatory, licensing and accrediting agencies. His continued presence in the Director role will be necessary to fill a critically needed position, ensuring a successful transition to the new Director of ARMC while sustaining the integrity and efficiency of the medical center during the transition period. Mr. Gilbert will be responsible for implementing a transition plan and guiding his successor in the administration, planning, and coordination of the functions and programs of ARMC.

Under the California Public Employees' Pension Reform Act of 2013, a retired person shall not be eligible to be employed for a period of 180 days following the date of retirement unless the employer certifies the nature of the employment, and that the appointment is imperative to fill a critically needed position before 180 days have passed. The County Administrative Office

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certifies that approval of Mr. Gilbert's appointment to an Extra Help position before 180 days has passed is necessary to fill a critically needed position to ensure continuity of ARMC's operations and an effective transition to the new Director of ARMC. The appointee shall not be scheduled to work, and shall not work, more than 960 hours per fiscal year.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Laura Feingold, Chief Assistant County Counsel, 387-5449) on May 3, 2024; Human Resources (Michael Bowers, Director, 387-5570) on April 29, 2024; Finance (Erika Rodarte, Administrative Analyst, 387-4919) on May 3, 2024; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on May 1, 2024.

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Record of Action of the Board of Supervisors  
San Bernardino County

Public Comment: None

**APPROVED**

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: June 11, 2024



cc:     File - Administrative Office w/ attachment  
JLL    06/20/2024