

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

August 20, 2024

FROM

DAWN ROWE, Chair and Third District Supervisor, Board of Supervisors

SUBJECT

Employment Contract for Support Services to the Third Supervisorial District

RECOMMENDATION(S)

Approve **Amendment No. 3 to Employment Contract No. 21-616** with Steven Reyes to continue to provide support services to the Third District as a Field Representative I, increasing the salary range, retroactively effective June 29, 2024, for an estimated annual cost of \$61,677 (Salary - \$46,167, Benefits - \$15,510).

(Presenter: Dawn Rowe, Chair and Third District Supervisor, 387-4855)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

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

FINANCIAL IMPACT

Approval of this employment contract will not require the use of additional Discretionary General Funding (Net County Cost). Sufficient appropriation has been included in the Third 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 August 24, 2021 (Item No. 3), the Board approved Employment Contract No. 21-616 to engage Steven Reyes to provide support services as a Field Representative I for the Third District Supervisor, effective August 28, 2021. On December 7, 2021 (Item No. 5), the Board approved Amendment No. 1 to the employment contract, adding the auto allowance to the contract. On August 9, 2022 (Item No. 4), the Board approved Amendment No. 2 to the employment contract increasing the salary range and auto allowance, and adding the portable communications device allowance to the contract. Approval of Amendment No. 3 to the employment contract will increase the salary range from 60D to 66D, retroactively effective June 29, 2024, to account for additional field work duties conducted in remote areas, including Barstow, Dagget, Newberry Springs, and Yermo.

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.

**Employment Contract for Support Services to the Third Supervisorial
District
August 20, 2024**

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Cynthia O'Neill, Chief Assistant County Counsel, 387-5455) on August 13, 2024; Human Resources (Sandra Wakcher, Division Chief, 387-9676) on August 12, 2024; Finance (Stephanie Maldonado, Administrative Analyst, 387-4378) on July 30, 2024; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on August 15, 2024.

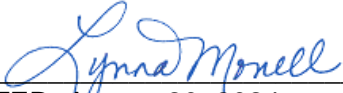
**Employment Contract for Support Services to the Third Supervisorial District
August 20, 2024**

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: August 20, 2024



cc: BOS - Maldonado w/agree
Contractor - c/o BOS w/agree
File - w/agree
MBA 08/20/2024