

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

January 10, 2023

**FROM**

**JESSE ARMENDAREZ, Second District Supervisor, Board of Supervisors**

**SUBJECT**

Employment Contracts for Support Services to the Second Supervisorial District

**RECOMMENDATION(S)**

1. Approve Employment **Contract No. 23-06** with Acquanetta Warren to provide support services to the Second District Supervisor as a District Director, effective January 3, 2023, for an estimated annual cost of \$68,793 (Salary - \$60,258, Benefits - \$8,535).
2. Approve Employment **Contract No. 23-07** with Naseem Farooqi to provide support services to the Second District Supervisor as a Special Assistant, effective January 3, 2023, for an estimated annual cost of \$235,853 (Salary - \$151,445, Benefits - \$84,408).
3. Approve Employment **Contract No. 23-08** with Angel Ramirez to provide support services to the Second District Supervisor as a Special Projects Coordinator, effective January 3, 2023, for an estimated annual cost of \$88,040 (Salary - \$50,398, Benefits - \$37,642).
4. Approve Employment **Contract No. 23-09** with Priscilla Bugayong to provide support services to the Second District Supervisor as a Field Representative I, effective January 14, 2023, for an estimated annual cost of \$82,637 (Salary - \$45,178, Benefits - \$37,459).
5. Approve **Amendment No. 1** to Employment **Contract No. 22-1178** with Cindy Dalton to continue to provide support services to the Second District as an Executive Secretary, updating the costs related to this contract to the Second District's 2022-23 budget effective December 31, 2022.
6. Approve **Amendment No. 1** to Employment **Contract No. 22-1179** with Neiland Derry to provide support services to the Second District Supervisor as a Director of Transition, updating the costs related to this contract to the Second District's 2022-23 budget effective December 31, 2022.

(Presenter: Jesse Armendarez, Second District Supervisor, 387-4833)

**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 exists within the Second District's 2022-23 budget to fund the costs related to these employment contracts 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. Recommendation Nos. 1 through 3 would

**Employment Contracts for Support Services to the Second  
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engage Acquanetta Warren as a District Director, Naseem Farooqi as a Special Assistant, and Angel Ramirez as a Special Projects Coordinator to provide support services for the Second District Supervisor, retroactively effective January 3, 2023. Recommendation No. 4 would engage Priscilla Bugayong to provide support services as a Field Representative I for the Second District Supervisor, effective January 14, 2023. On December 6, 2022 (Item No. 19), the Board approved Employment Contract Nos. 22-1178 and 22-1179 to engage Cindy Dalton as an Executive Secretary and Neiland Derry to provide support services as a Director of Transition for the newly elected Second District Supervisor, retroactively effective November 28, 2022. Recommendation Nos. 5 and 6 would amend Contract Nos. 22-1178 and 22-1179 to update funding costs to the County Administrative Office's 2022-23 budget from November 28, 2022, through December 30, 2022, and reflect that effective December 31, 2022, all costs related to these contracts will be funded by the Second District's 2022-23 budget.

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 (Cynthia O'Neill, Principal Assistant County Counsel, and Jamie Ryan, Supervising Deputy County Counsel, 387-5455) on December 20, 2022; Human Resources (Gina King, Deputy Director, 387-5571) on December 21, 2022; Finance (Stephanie Maldonado, Administrative Analyst, 387-4378, and Erika Rodarte, Administrative Analyst, 387-4919) on December 21, 2022; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, and Matthew Erickson, County Chief Financial Officer, 387-5423) on December 22, 2022.

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Record of Action of the Board of Supervisors  
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**APPROVED (CONSENT CALENDAR)**

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

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: January 10, 2023



cc: BOS- Hernandez-Baker w/agree  
Contractor- C/O BOS w/agree  
File- w/agree  
LA 01/11/2023