

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

July 27, 2021

FROM

SHANNON D. DICUS, Sheriff/Coroner/Public Administrator

SUBJECT

Employment Contract with Steven Mickel to Provide Chaplain Services

RECOMMENDATION(S)

1. Approve Employment **Contract No. 21-558** with Steven Mickel for the provision of Chaplain services for the Sheriff/Coroner/Public Administrator, effective July 31, 2021 through July 30, 2024 for an estimated annual cost of \$83,912 (Salary - \$59,677; Benefits - \$24,235).
2. Authorize the Sheriff/Coroner/Public Administrator, Undersheriff, or Assistant Sheriff to execute amendments to the contract to extend the term for an additional three one-year periods on behalf of the County, subject to County Counsel review.
3. Direct the Sheriff/Coroner/Public Administrator, Undersheriff, or Assistant Sheriff to transmit all documents in relation to contract amendments to the Clerk of the Board of Supervisors within 30 days of execution.

(Presenter: John Ades, Deputy Chief, 387-0640)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

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

Provide for the Safety, Health and Social Service Needs of County Residents.

FINANCIAL IMPACT

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). The estimated annual cost for this Employment Contract is \$83,912 (Salary - \$59,677; Benefits - \$24,235). This position is assigned to the Inmate Services Division (ISU) and is funded by the Sheriff/Coroner/Public Administrator's (Department) Inmate Welfare Fund. Sufficient appropriation is included in the Department's 2021-22 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

In accordance with Title 15, California Code of Regulations, §1072, the Department employs chaplains to provide spiritual guidance, counseling, and foster rehabilitation of inmates housed in the County's detention facilities. Additionally, chaplains coordinate non-denominational religious services at those facilities.

Authorization is requested for the Sheriff/Coroner/Public Administrator, Undersheriff, or Assistant Sheriff to execute amendments to the term of the contract for an additional three one-year periods, subject to County Counsel review. Either party may terminate the contract at any time without cause with 14-days' advance written notice to the other party. The contract may be terminated for just cause immediately by the County.

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PROCUREMENT

Recruitment for this position was conducted via the County's Human Resources Department website. Interviews with 24 candidates were held by a panel composed of the Department's ISU management staff. The Department recommends a three-year contract with Mr. Steven Mickel who has the necessary qualifications and religious ministry experience to serve as a Sheriff's Chaplain.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Cynthia O'Neill, Principal Assistant County Counsel, and Richard D. Luczak, Deputy County Counsel, 387-5455) on June 28, 2021; Human Resources Department (Gina King, Division Chief, 387-8304) on July 1, 2021; Finance (Carl Lofton, Administrative Analyst, 387-5404) on July 7, 2021; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on July 8, 2021.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Dawn Rowe Seconded: Col. Paul Cook (Ret.)

Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: July 27, 2021



cc: Sheriff- Welty w/agree
Contractor- C/O Sheriff w/agree
File- w/agree
LA 07/28/2021