



San Bernardino County

Legislation Text

File #: 7371, Agenda Item #: 5

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

January 10, 2023

FROM

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

SUBJECT

Employment Contracts for Support Services to the Third Supervisorial District

RECOMMENDATION(S)

1. Terminate Employment Contract No. 21-676 and approve a new Employment Contract with Michael Fresquez to continue to provide support services to the Third District Supervisor as a Deputy Chief of Staff, effective January 14, 2023, for an estimated annual cost of \$174,961 (Salary - \$108,272, Benefits - \$66,689).
2. Approve Amendment No. 1 to Employment Contract No. 22-35 with Alexa Flores to reflect the legal name change to Alexa Sonck, continue to provide support services to the Third District Supervisor as a Policy Advisor I, and add the Auto Allowance and Portable Communication Device Allowance, effective January 14, 2023, for an estimated annual cost of \$99,785 (Salary - \$59,174, Benefits - \$40,611).
3. Terminate Employment Contract No. 19-610 and approve a new Employment Contract with Scott Ward to continue to provide support services to the Third District Supervisor as a Communications Advisor I, effective January 14, 2023, for an estimated annual cost of \$130,131 (Salary - \$78,859, Benefits - \$51,272).

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

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

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

FINANCIAL IMPACT

Approval of these employment contracts will not require the use of additional Discretionary General Funding (Net County Cost). Sufficient appropriation exists within the Third 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.

On September 21, 2021 (Item No. 3), the Board approved Employment Contract No. 21-676 with Michael Fresquez to provide services as a Special Assistant. Recommendation No. 1 will terminate the existing employment contract and initiate a new employment contract to engage Mr. Fresquez as a Deputy Chief of Staff, effective January 14, 2023.

On January 25, 2022 (Item No. 7), the Board approved Employment Contract No. 22-35 with Alexa Flores to provide services as a Policy Advisor I. Recommendation No. 2 will approve Amendment No. 1 to the employment contract, changing Alexa Flores' name to Alexa Sonck and adding the Auto Allowance and Portable Communication Device Allowance, effective January 14, 2023.

On September 10, 2019 (Item No. 4), the Board approved Employment Contract No. 19-610 with Scott Ward to provide services as a Field Representative I. Recommendation No. 3 will terminate the existing employment contract and initiate a new employment contract to engage Mr. Ward as a Communications Advisor I, effective January 14, 2023.

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 January 4, 2023; Human Resources (Gina King, Deputy Director, 387-5571) on December 29, 2022; Finance (Stephanie Maldonado, Administrative Analyst, 387-4378) on January 3, 2023; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, and Matthew Erickson, County Chief Financial Officer, 387-5423) on January 3, 2023.