



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 3/5/2024

To: County of Sonoma Board of Supervisors

Department or Agency Name(s): County Administrator, Human Resources

Staff Name and Phone Number: Christina Rivera, 707-565-2048, Janell Crane, 707-565-2885

Vote Requirement: Majority

Supervisorial District(s): Countywide

Title:

Department Head Personal Services Agreement First Amendment - Agricultural Commissioner/Sealer of Weights and Measures

Recommended Action:

Authorize the Chair of the Board to execute a First Amendment to the Personal Services Agreement with Andrew Smith as Agricultural Commissioner/Sealer of Weights and Measures, extending the term of the agreement from March 10, 2024, to March 10, 2028, at the "I" step in the position's salary range and with other County benefits in accordance with Salary Resolution 95-0926.

Executive Summary:

The salary and benefits provided to County department and agency heads must be considered by the Board of Supervisors/Directors at a regularly scheduled Board meeting. Further, an oral summary of the recommended action to be taken on the salary and benefits must be presented at the meeting where the final Board action is taken. (California Government code §54953, 54956).

This action will authorize a First Amendment to the Personal Services Agreement between Andrew Smith and the Sonoma County Board of Supervisors. Mr. Smith was initially appointed as the Agricultural Commissioner/Sealer of Weights and Measures on March 10, 2020, for a four-year term until March 9, 2024. The recommended action extends the term of the current agreement for an additional four years, through March 10, 2028, at the "I" step of the position's salary range and eligibility for other County benefits in accordance with Salary Resolution 95-0926

Discussion:

The Agricultural Commissioner/Sealer of Weights and Measures reports to the Board of Supervisors, or the County Administrator at the Board's direction, and is responsible for enforcing local, state, and federal laws and regulations pertaining to agriculture, the environment, human health and safety, and the marketplace.

The Agricultural Commissioner/Sealer of Weights and Measures has oversight for a wide variety of environmental programs and controls critical initiatives to the health and well-being of the County's natural resources and agriculture sector. These include agriculture worker health and safety; regulation of pesticides; agricultural hazardous materials programs; pest prevention, exclusion, and eradication services, and consumer protection. The Agricultural Commissioner is also responsible for administering agricultural programs directed to promote and protect the agricultural industry, Weights and Measures programs to safeguard the buying

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public, and an agricultural land use permitting program.

The Agriculture Weights and Measures Department is comprised of four divisions: 1) Agriculture Regulation and Enforcement, 2) Weights & Measures Regulation and Enforcement, 3) Land Stewardship, VESCO (Vineyard and Orchard Erosion Sediment Control) Regulation and Enforcement, and 4) Executive Management and Administration. The Agriculture Division is a liaison to the Sonoma County Fish and Wildlife Commission. The Department has a staffing complement of 38.5 full-time equivalent employees, and an operating budget of approximately \$8.32 million, in Fiscal Year 2023/2024.

Following an extensive statewide recruitment, Mr. Smith was initially appointed to the position for a four-year term, from March 10, 2020, through March 9, 2024. Today's recommended action extends the term of Mr. Smith's current agreement for an additional four years, through March 10, 2028. Mr. Smith's rate of pay will be at the "I" step of the salary range, which is \$212,155.75 annually. He will continue to receive all other benefits and compensation as prescribed in the Salary Resolution 95-0926.

Strategic Plan:

N/A

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

3/10/2020 (Item #23) - Initial Appointment

FISCAL SUMMARY

Expenditures	FY23-24 Adopted	FY24-25 Projected	FY25-26 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
General Fund Contingencies			
Total Sources			

Narrative Explanation of Fiscal Impacts:

Ongoing annualized salary and benefit costs associated with existing positions has been incorporated into the department's budget. These actions do not increase any budget appropriations.

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Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)
N/A			

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

First Amendment to the Personal Services Agreement - Agricultural Commissioner/Sealer of Weights and Measures

Related Items “On File” with the Clerk of the Board:

None.