



COUNTY OF SONOMA

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

SUMMARY REPORT

Agenda Date: 12/8/2020

To: Sonoma County Board of Directors

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

Staff Name and Phone Number: Sheryl Bratton, 565-3578 Christina Cramer, 565-2988

Vote Requirement: Majority

Supervisorial District(s): Countywide

Title:

Department Head Interim Extra-help Personal Services Agreement - Agricultural Preservation and Open Space District Interim General Manager

Recommended Action:

Authorize the Chair of the Board of Directors of the Sonoma County Agricultural Preservation and Open Space District to execute an Individual Agreement for Extra Help Personal Services with Caryl Hart as Agricultural Preservation and Open Space District Interim General Manager with the term of the agreement from December 1, 2020 to November 30, 2021 with a salary at the "I" step, and eligibility for other County benefits for Department Heads or Extra-help employees, in accordance with Salary Resolution 95-0926.

Executive Summary:

As previously announced, this report and accompanying agreement appoints Caryl Hart, Ph.D., as the Interim General Manager of the Agricultural Preservation and Open Space District effective December 1, 2020. Salary and benefits provided to County department and agency heads must be considered by the Board of Directors at a regularly scheduled Board meeting. Further, an oral summary of the salary and benefits recommended action must be presented at the meeting where the final Board action is taken. (California Government code §54953, 54956)

Discussion:

Upon the resignation of the Agricultural Preservation and Open Space District's incumbent General Manager, necessitated an Interim General Manager be selected while a nationwide recruitment could be planned and conducted. The national recruitment will open January 2021 and is expected to take approximately four months for an appointment to be made.

Regarding the Interim appointment, the Board of Directors conducted an interview process with several candidates who were qualified and either employed at the County/District, or local and could be available for immediate appointment to be the interim General Manager. At the conclusion of the process, the Board of Directors selected Caryl Hart, Ph.D. as Agricultural Preservation and Open Space District's Interim General Manager.

Dr. Hart is an attorney who comes to the position with more than 25 years of land conservation, advocacy, administration, fundraising, and community partnerships. She has served for 13 years as a member of the California State Parks Commission, including seven years as Chair, and she is a current member of the California Coastal Commission. In 2014, Dr. Hart was appointed by then-Governor Jerry Brown to serve on the Parks Forward Commission to assist in forming a sustainable path forward for the California State Park System. From 2010 to 2017, she served as Director of Sonoma County Regional Parks. Dr. Hart championed the district in its earliest days and campaigned for its reauthorization when the District last came up for a vote in 2006.

Dr. Hart earned her undergraduate degree at Cornell University, her law degree from the University of San Francisco Law School and her doctorate from the University of California, Berkeley in Environmental Science - Policy and Management.

The services agreement with Dr. Hart appoints her as an extra-help employee at the “I” step of the salary range, with an annualized salary of \$187,152. The effective term will start December 1, 2020 and could be up to a year. Similar to County and special district department heads, Dr. Hart will receive a car allowance while she is the Interim General Manager and she will be eligible for other extra-help employee benefits as prescribed in the Salary Resolution 95-0926. The agreement provides the flexibility for Dr. Hart to work up to a year to continue assisting the District on other issues after the selection of the next General Manager. It is anticipated that the permanent General Manager will be in place by May 2021.

Prior Board Actions:

None.

FISCAL SUMMARY

Expenditures	FY 20-21 Adopted	FY21-22 Projected	FY 22-23 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			

Narrative Explanation of Fiscal Impacts:

Ongoing annualized salary and benefit costs associated with this position has been incorporated into the Agricultural Preservation and Open Space District’s budget. This action does not increase any budget appropriations.

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

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

Individual Agreement for Extra Help Personal Services - Caryl Hart

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

None.