

First Amendment to Agreement for Personal Services Chief Probation Officer

This First Amendment to the Agreement for Personal Services by and between, the Superior Court of Sonoma County (hereinafter "Court"), the County of Sonoma, a political subdivision of the State of California (hereinafter "County") and Vanessa Fuchs (hereinafter called "Employee") is entered into this 25th day of October 2025. The Court, the County and Employee are collectively referred to as "the Parties."

Whereas the Parties entered into a personal services agreement (the "Agreement") for Employee to serve in the position of Chief Probation Officer dated October 25, 2022, and,

Whereas the Agreement provided for a term of employment for a period of three (3) years, commencing on October 25, 2022, and ending on October 25, 2025; and,

Whereas the Parties desire to extend the Agreement for a period of three years commencing on October 25, 2025, and ending on October 25, 2028 and make other amendments to the Agreement.

Now, Therefore, Be It Agreed by and between the Parties as follows:

1. The term of employment provided for in Paragraph 1 of the Agreement shall be extended for an additional period of three years, commencing on October 25, 2025, and ending on October 25, 2028.
2. Exhibit A as referenced in Paragraph 2 of the Agreement is amended and replaced in its entirety by Exhibit A-1, attached hereto and incorporated into this Agreement.
3. The Employee's salary as provided for in Paragraph 3(a) of the Agreement shall be amended to reflect that Employee's salary is set at the "I Step" rate of the range for the position, as established by the Sonoma County Salary Resolution.
4. Paragraph 6(e) of the Agreement shall be amended and replaced in its entirety by the language below:

"Termination without cause: Termination of Employee's employment without cause may be effected by the Presiding Judge of the Court giving sixty (60) days' prior written notice to Employee. Upon such termination, Employee shall be entitled to additional salary, and any

other compensation allowed under the County of Sonoma Salary Resolution, equal to that which would accrue during sixty (60) calendar days following termination and to be computed by the County Auditor-Controller at the rate applicable on the day of termination plus the cash equivalent of all accumulated vacation as of the day of termination. In addition to the foregoing, Employee shall also be entitled to be compensated for any floating holiday balance or any other compensation or benefits as allowed by the Sonoma County Salary Resolution, as it may be amended from time to time. Employee's health benefits and the County's portion of the premium contribution shall continue to remain in effect for a period of ninety (90) calendar days from date of termination. Employee's acceptance of said severance pay shall constitute a final settlement and satisfaction of all claims of Employee against the Court and/or County arising out of the Employee's employment."

5. All other provisions of the Agreement and amendments thereto shall remain in full force and effect.

Attest

County of Sonoma

Clerk of the Board
Marcie Woychik

Chair, Board of Supervisors
Lynda Hopkins

Superior Court of Sonoma County

Employee

Presiding Judge of the Superior Court
Honorable Christopher M. Honigsberg

Vanessa Fuchs
Employee

EXHIBIT A-1

County of Sonoma

3240

Established 9/47

Revised 4/76, 7/83, 8/85, 9/98; 3/24

CHIEF PROBATION OFFICER

Definition

Under the policy direction of the Judges of the Superior Court, as well as the Sonoma County Board of Supervisors or their designee, directs the operation of adult and juvenile probation activities including Juvenile Hall, Probation Camp, and related facilities; serves as the principle administrative official over probation services in terms of general administration and budget preparation; performs related duties as required.

Distinguishing Characteristics

The Chief Probation Officer is a single position class charged with the responsibility of planning, organizing, coordinating and directing the County Probation Services program. The incumbent is appointed by the Presiding Judge of the Superior Court and is exempt from the Civil Service Ordinance of the County of Sonoma. Work is performed under the policy direction of Superior Court, as well as the Sonoma County Board of Supervisors or their designee, with advisory guidance from the Juvenile Justice Commission. The incumbent exercises considerable independent judgment and discretion in the formulation and execution of operating policies. Organizational and fiscal program continuity are maintained through the County Executive to the County Board of Supervisors. Supervision is exercised over professional, institutional, clerical staff and over the Probation Division Directors who are delegated wide authority in directing adult and juvenile division operations.

This job class is considered unclassified pursuant to the County of Sonoma Civil Service Ordinance No. 305-A, Section 5, as amended. The incumbent is appointed by the Presiding Judge of the Superior Court, reports to the County Executive, and is required to enter into an "at will" employment service agreement.

Typical Duties

Duties may include, but are not limited to, the following:

Formulates policies and regulations governing the work activities of the probation department; formulates and prescribes work methods, procedures, and long range plans; appraises general level of work performance.

Represents the Probation Department before the Board of Supervisors, the County Executive, the Criminal Justice Council, the Criminal Justice Advising Committee and other public and private organizations; implements the Probation component of the County's Continuance of Care Program in conjunction with the Justice System Planning Advisory Group.

Serves as the appointing authority for the professional, institutional, clerical personnel employed by the Probation Department; oversees the awarding of merit step increases and the assignment of personnel.

Provides administrative direction over the various probation functions and juvenile institutions; supervises the development and implementation of procedures affecting the operations of probation.

Supervises the preparation of the budget for the Probation Department and serves as a review control over the implementation of the budget, i.e., develops budget summaries and expenditure forecasts; reviews sources of revenue and recommends areas of adjustment or improvement.

Supervises the preparation of, and reviews narrative and statistical reports on a variety of administrative and management problems in the department.

Develops and installs management improvements and practices in the department through the use of research and analysis; makes decisions on procedures, forms, workflow, and equipment use; supervises the preparation of operating revenue and recommends areas of adjustment or improvement.

Develops and implements methods and procedures to inform the public of current and proposed programs and projects, and obtains the participation of interested citizens and groups in program development and operation.

Represents the county and/or the department before governmental agencies and community groups.

Acts as County Parole Officer and as Secretary of the Sonoma County Board of Parole Commissioners.

Knowledge And Ability

Extensive knowledge of: the principles, methods, and techniques of administration, including the organization and management of modern probation services, fiscal management, and budget preparation; laws, codes and statutes relating to the functions, duties and prerogatives of the Chief Probation Officer; principles, methods, techniques and services involved in modern probation work; effective personnel management, training and supervisory techniques.

Thorough knowledge of: general community resources necessary to assist in crime and delinquency prevention; written and oral communication, including language mechanics, syntax and English composition; community resources available for specialized treatment of probation clients.

Considerable knowledge of: the operations and functions of county government.

Ability to: effectively supervise and direct through subordinate managers the operation of a probation department; analyze administrative problems, reach practical conclusions, and institute effective changes; plan and supervise research and statistical work relating to the various aspects of administration, budget and general management matters; analyze administrative problems, reach practical conclusions, and institute effective changes; plan and supervise research and statistical work relating to the various aspects of administration, budget and general management matters; understand, interpret and apply rules, regulations and

ordinances and federal, state and local legislation; effectively communicate orally and in writing, and present conclusions before advisory and policy bodies; effectively supervise the work of management, professional, technical and clerical employees; evaluate staff performance and promote staff development; establish and maintain effective working relationships with Superior Court Judges, Commissioners, Referees, the Juvenile Justice Commission, County Department Heads, public and private social agencies, law enforcement and justice agencies, and others contacted in the course of the work; interpret the functions of the department to other professional personnel and to the public; investigate, evaluate and analyze juvenile probation service functions, and to make appropriate changes necessary to meet established policies and goals of the Probation Department.

Minimum Qualifications

Education: Any combination of training and experience which would provide the opportunity to acquire the knowledge and abilities listed. Normally, graduation from college or university with a degree in criminal justice administration, sociology, psychology, counseling, social work, criminology, or closely related field, would provide such opportunity.

Experience: Any combination of work experience which relates directly to the knowledge and abilities listed. Normally, five years of responsible probation and corrections experience involving the evaluation, administration, management and control of varied types of probation programs, including two years in a position comparable to Probation Division Director with Sonoma County, would provide this experience.

License: Possession of a valid driver's license at the appropriate level including special endorsements, as required by the State of California, may be required depending upon assignment to perform the essential job functions of the position.

Background: The incumbent shall not have been convicted of a felony in this state or any other state or in any federal jurisdiction, or of any offense in any other state or in any federal jurisdiction, which would have been a felony if committed in this state, nor be under current formal probation supervision.

Citizenship requirement: Permanent resident aliens who wish to be employed as peace officers must apply for citizenship prior to application for such employment. Permanent resident aliens must cooperate with U.S. Department of Immigration in meeting all requirements for U.S. citizenship. If a permanent resident alien is denied citizenship at any time, he or she shall be disqualified for peace officer status.

Candidates certified for employment must be willing to undergo an in-depth background investigation, including a psychological evaluation and criminal history check, and a pre-employment medical examination.