



SUMMARY REPORT

Agenda Date: 12/14/2021

To: Sonoma County Board of Supervisors

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

Supervisory District(s): Countywide

Title:

Interim Appointment - Executive Director, Economic Development Board

Recommended Action:

Appoint Ethan Brown as Interim Executive Director, Economic Development Board, effective December 28, 2021.

Executive Summary:

The Executive Director, Economic Development Board is appointed by the Sonoma County Board of Supervisors. The incumbent, Sheba Person-Whitley, recently announced her planned resignation effective December 27 and an interim Executive Director is needed. Ethan Brown has been with the Economic Development Board since 2012, serving as the Director of Business Development since 2019.

Discussion:

The Sonoma County Economic Development Board (EDB) provides services to encourage the startup, retention, and expansion of Sonoma County businesses and jobs by promoting Sonoma County as an attractive place to do business. The EDB fosters job growth by providing local businesses with tools to help them prosper while developing a workforce strategy driven by local employer needs. More recently, the EDB has played a key role supporting local businesses recover from the effects of the COVID-19 pandemic.

Upon Ms. Person-Whitley's departure, an interim leader is needed to allow the Board of Supervisors time to determine the priorities, objectives and requirements for the next EDB leader, as well as the time it will take to plan and conduct a nationwide recruitment. Ethan Brown has been with the EDB since 2012 and has proven ability to take on increasing responsibilities. Since 2019, Mr. Brown has been in a key management role as the Director of Business Development. Mr. Brown will provide continuity of knowledge and leadership and is committed to ensuring EDB staff are supported and services are maintained. Mr. Brown was also highly recommended for the interim role by Ms. Person-Whitley.

Mr. Brown will be placed at the "A" step of the salary for the position, which is currently \$149,244 annually. Mr. Brown will begin the interim role on December 28, 2021.

Strategic Plan:

Agenda Date: 12/14/2021

INSTRUCTIONS: If this item directly supports implementation of an objective in the County's Five-year Strategic Plan briefly describe how the activity or project will help to achieve the desired outcomes associated with the objective. If this item does not directly support the Strategic Plan delete the full text under this header and input "N/A."

N/A

Prior Board Actions:

None.

FISCAL SUMMARY

Expenditures	FY 21-22 Adopted	FY22-23 Projected	FY 23-24 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 is already incorporated into the Economic Development Board'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.

Agenda Date: 12/14/2021

Attachments:

None.

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

None.