



COUNTY OF SONOMA

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

SUMMARY REPORT

Agenda Date: 1/25/2022

To: Sonoma County Board of Supervisors; Sonoma County Community Development Commission
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): All

Title:

Director of Transportation and Public Works Personal Services Agreement Amendment and Interim Leadership Plan for the General Services Department

Recommended Action:

Authorize the Chair of the Board of Supervisors to execute a Second Amendment to the Personal Service Agreement with Johannes J. Hoevertsz, Director of Transportation and Public Works, amending Section 2, Duties, and Section 3(a), Compensation, and adding Exhibit B, to reflect the additional responsibility of interim General Services Director effective February 9, 2022 and additional compensation equivalent to an 8% increase from the current compensation amount, during this interim period.

Executive Summary:

The current General Services Director is retiring February 8, 2022. The General Services Department provides internal service functions for County departments including the purchasing of goods and services, the procurement and maintenance of vehicles, equipment, and real estate as well as energy and sustainability services. Continuity in leadership for this organization is critical.

Today's action confirms that Johannes J. Hoevertsz, the County's Director of Transportation and Public Works, will take on interim leadership responsibility as the General Services Director in addition to his role as Director of Transportation and Public Works, and will receive a temporary increase in pay at the rate of 8% to account for the additional responsibility. The interim period is currently estimated to be six months. Based on his currently salary, the 8% increase for this interim period results in an approximate increase of \$1,463 per month.

Discussion:

The recent announced retirement of the Sonoma County General Services Director created a critical gap in leadership for the department. The General Services Department is critical to the success of the County organization. The department includes six divisions: Energy and Sustainability, Fleet Operations, Purchasing, Veterans Memorial Buildings, Facilities Development and Management and Administration. The department is currently leading several projects including the new County Government Center project, updating the County's procurement policies and providing a variety of internal services functions which support County departments.

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The Board feels it is critical that an experienced County executive assist and oversee the General Services Department for an interim period, beginning February 9, 2022. The interim period is expected to be for six months.

During this interim period, the County will assess the long-term benefits and operational and administrative feasibility of this merged organizational structure. A recruitment for a General Services Director would be conducted, if the determination is to not merge these two departments.

For this interim period, there are no staffing or budgetary impacts. Should the County determine there is long-term viability for a department merger, staff will develop an implementation plan, assess impacts, engage with labor representatives, etc.

The Second Amendment to Hoevertsz's Personal Services Agreement amends Section 2, Duties, and Section 3 (a), Compensation, to reflect interim leadership of the General Services Department effective February 9, 2022, and additional compensation equivalent to an 8% increase from the current compensation amount, during this interim period (premium is \$1463 per month).

Strategic Plan:

N/A

Prior Board Actions:

October 3, 2017, Hoevertsz Personal Service Agreement Approved

October 6, 2020, Hoevertsz Personal Service Agreement First Amendment Approved

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:

There is no anticipated fiscal impact to the General Services Department's budget for approving the recommended action. The salary and benefit costs of the General Services Director are already programmed within the FY 2021-22 countywide budget.

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:

Attachment A - Hovertsz Personal Services Agreement, Second Amendment

Related Items "On File" with the Clerk of the Board:

None.