COUNTY OF SONOMA

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

SUMMARY REPORT

Agenda Date: 3/1/2022

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
Supervisorial District(s): All

Title:
Department Head Personal Services Agreement - Director of Health Services

Recommended Action:
Authorize the Chair of the Board to execute a Personal Services Agreement with Tina Rivera as Director of Health Services, which includes appointment at the "G" step in the position's salary range, other County benefits in accordance with Salary Resolution 95-0926, and a term of March 1, 2022 to February 28, 2025.

Executive Summary:
Salary and benefits provided to County department and agency heads must be considered by the Board of Supervisors 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)

Tina Rivera was temporarily promoted from the Assistant Director of Health Services to the Interim Director of Health Services on May 4, 2021. After conducting a nationwide recruitment, Ms. Rivera has been selected by the Board of Supervisors to become the permanent Director. The recommended action appoints Ms. Rivera as Director for a 3-year term from March 1, 2022 to February 28, 2025 at the "G" step, provides an advanced vacation accrual, and includes eligibility for other County benefits as prescribed in the Salary Resolution for County Department Heads.

Discussion:
The Director of Health Services is responsible for promoting, protecting, and ensuring access to services to support the health, recovery, and well-being of all in Sonoma County. The Director has a critical role in collaborating with community partners, emergency management departments and businesses to establish local health related priorities. The Director oversees three divisions: Administration, Public Health, and Behavioral Health. More recently, the Department of Health Services has led the COVID-19 Pandemic response for the County. The Director leads 11 direct-report professionals, indirectly oversees approximately 582 staff, and has a current fiscal year budget of $330 million.

Ms. Rivera has over 20 years of experience in leadership and executive level administration, program development, budgeting, finance, and grant administrations. Ms. Rivera was the Assistant Director of the

Department of Health Services since January 2020 before being temporarily promoted as Interim Director on May 4, 2021. Ms. Rivera originally joined the County of Sonoma as the Administrative Services Director for the Human Services Department in 2018, was promoted to Assistant Director of Health Services in 2020 and subsequently acted as the Assistant Director of the Sonoma County Community Development Commission until July 2021. Prior to joining County of Sonoma, Ms. Rivera was the Chief Financial Officer and Administrative Services Director for the State of Louisiana Department of Health and Hospitals - Northwest from 2013-2018.

The Personal Services Agreement executes the salary at the "G" Step of the salary range, which is $240,312 annually, with the term of March 1, 2022 to February 28, 2025. It includes all other benefits and compensation as prescribed in the County's Salary Resolution 95-0926.

Strategic Plan:
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:
There is no anticipated fiscal impact to the Department of Health Services' budget for approving the recommended action. The salary and benefit costs of the Health Services Director are already programmed within the FY 2021-22 countywide budget and more specifically accounted for in the Health Services department operational 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:
A. The Personal Services Agreement, Director of Department of Health Services

Related Items "On File" with the Clerk of the Board:
None.