



COUNTY OF SONOMA

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

SUMMARY REPORT

Agenda Date: 1/14/2020

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

Department or Agency Name(s): County Administrator's Office

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

Vote Requirement: Majority

Supervisory District(s): Countywide

Title:

Director of Health Services Personal Services Agreement Amendment and Interim Leadership Plan for the Sonoma County Community Development Commission

Recommended Action:

Sonoma County Board of Supervisors action:

Authorize the Chair of the Board of Supervisors to execute the second amendment to the Personal Service Agreement with Barbie Robinson, Director of Health Services, amending Section 2, Duties, and Section 3(a), Compensation, and adding Exhibit B, to reflect the additional responsibility of interim Executive Director of the Sonoma County Community Development Commission effective January 14, 2020, and additional compensation equivalent to an 8% increase from the current compensation amount, during this interim period.

Sonoma County Community Development Commission action:

Appoint Barbie Robinson as the Interim Executive Director of the Community Development Commission, effective January 14, 2020.

Joint action:

Authorize the Chair of the Board of Supervisors and the Chair of the Sonoma County Community Development Commission the authority to execute any needed memorandum of understanding between the County and Commission that may be necessary for administrative and fiscal purposes related to the interim appointment.

Executive Summary:

The Executive Director of the Sonoma County Community Development Commission (CDC) has recently resigned. The CDC plays a critical role in addressing housing and homelessness issues. Continuity in leadership for this organization is critical given the emergency status of homelessness throughout Sonoma County. Today's action confirms that Barbie Robinson, the County's Director of Health Services will take on interim leadership responsibility as the Executive Director of the CDC in addition to her role as Director of Health Services and will receive a temporary increase in pay at the rate of 8% to account for the additional responsibility. The interim period is estimated to be six months. Based on her current salary, the 8% increase for this interim period results in an approximate increase of \$1495 per month.

Discussion:

The recent resignation of the Sonoma County Community Development Commission's Executive Director created a critical gap in leadership for the CDC. This issue is compounded by the recent State of Emergency declared by the Sonoma County Board of Supervisors regarding homelessness in Sonoma County, particularly with regard to the Joe Rodota Trail.

The CDC plays an instrumental role in the homeless crisis in the County and a gap in leadership or continuity for the CDC could jeopardize the critical and time-sensitive work. The Board feels it is essential that an experienced County executive assist and oversee the CDC for an interim period, beginning January 14, 2020. The County and the Commission are in the midst of responding to the current homeless emergency and it is important to provide steady leadership for the Commission during this time. The interim period is expected to be for six months.

The Second Amendment to Robinson's Personal Services Agreement amends Section 2, Duties, and Section 3 (a), Compensation, to reflect interim leadership of the Sonoma County Community Development Commission effective January 14, 2020, and additional compensation equivalent to an 8% increase from the current compensation amount, during this interim period (premium is \$1495 per month).

Prior Board Actions:

February 7, 2017, Robinson Personal Service Agreement Approved

March 13, 2019, Robinson Personal Service Agreement First Amendment Approved

FISCAL SUMMARY

Expenditures	FY 19-20 Adopted	FY20-21 Projected	FY 21-22 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 CDC's budget for approving the recommended action. The salary and benefit costs of the CDC Executive Director are already budgeted. With the vacancy of the CDC Executive Director, there will be sufficient monies to cover a portion of the salary and benefit cost of the Director of Health Services in the CDC 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 - Robinson Personal Services Agreement, Second Amendment

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

None.