



COUNTY OF SONOMA

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

SUMMARY REPORT

Agenda Date: 11/17/2020

To: Board of Supervisors of Sonoma County
Department or Agency Name(s): Human Resources
Staff Name and Phone Number: Christina Cramer 707-565-2988
Vote Requirement: Majority
Supervisory District(s): Countywide

Title:

Health Officer Appointment

Recommended Action:

Adopt a Resolution transitioning Dr. Sundari R. Mase from a provisional appointment to a regular appointment for the position of Health Officer for the County of Sonoma, effective November 17, 2020.

Executive Summary:

The Board of Supervisors appoints the County Health Officer in accordance with California Health and Safety Code Section 101000. The Health Officer reports to the Board through the Director of Health Services. On March 24, 2020, Dr. Sundari Mase was appointed to the Health Officer position through a provisional appointment. This item requests authority to transition Dr. Sundari R. Mase's appointment from provisional employee to a regular employee.

Discussion:

The Board of Supervisors appoints the County Health Officer in accordance with California Health and Safety Code Section 101000. The Health Officer reports to the Board through the Director of Health Services. The County Health Officer provides leadership for the protection of public health, enforcement of public health regulations, and serves as an advisor to elected and appointed officials, members of the medical profession, and the public on matters affecting health and safety.

The COVID-19 Pandemic exemplifies the importance of this role. The COVID-19 Pandemic Emergency began to evolve in early March 2020. The Board of Supervisors declared a local public health emergency effective March 2, 2020. In mid-March 2020, the County's Health Officer resigned and this critical position became vacant. At their March 24, 2020 meeting, the Sonoma County Board of Supervisors appointed Dr. Mase on a provisional basis to the position based on Civil Service Rule 8.2, Provisional Appointments. This Rule allows the County to fill a vacancy when there is not a viable employment list, the candidates possess the minimum qualifications, and with the approval of the Human Resources Director. Rule 8.2 suggests that an examination (recruitment) be conducted if a provisional appointment is made so the appointment does not exceed six months. The Human Resources Director determined that it was not practicable to conduct an extensive recruitment for the position in the middle of a pandemic in which public health leaders are immersed in the control of the disease.

At the May 7, 2020 Civil Service Commission the Human Resources Director recommend to the Civil Service Commission that they approve suspending the recruitment and competitive selection process for the position of Health Officer on a one time basis, pursuant to the provisions allowable under the Sonoma County Civil

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Service Ordinance, Section 21.5, Classified and Unclassified Service Generally. In relevant part, this section of the Ordinance states, “in case of a vacancy in any position requiring peculiar and exceptional qualifications of a scientific, professional or expert character, upon satisfactory evidence that competitive examinations to qualify applicants for said position are impracticable, and that the position can best be filled

by the selection of a person of recognized attainments, competitive examinations may be suspended by the commission, but no such suspension shall be general in its applications to such position and all such cases of suspension shall be reported, together with the reasons therefore to the board of supervisors.” The Civil Service Commission agreed the extraordinary circumstances created by the pandemic emergency warranted the suspension of the recruitment and approved the recommendation. This report is the official notification to the Board of Supervisors of the suspension of the competitive process. Therefore, the Board of Supervisors can appoint Dr. Mase as a regular appointment.

Prior Board Actions:

March 24, 2020, Health Officer Provisional Appointment of Dr. Sundari R. Mase

FISCAL SUMMARY

Expenditures	FY 20-21 Adopted	FY21-22 Projected	FY 22-23 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:

This position is already budgeted. There are no changed fiscal impacts with appointing a Health Officer.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

Attachments:

1. Resolution

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2. Attachment A: Memorandum - Waiver of Competitive Process

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

None.