



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: County Counsel
Department No.: 013
For Agenda Of: September 19, 2017
Placement: Administrative
Estimated Time: Not applicable
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Michael C. Ghizzoni, County Counsel
Director(s)
Contact Info: Michael C. Ghizzoni, County Counsel 568-2950

SUBJECT: County Executive Officer - Re-appointment and Employment Contract

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: N/A

Recommended Actions: That the Board of Supervisors:

- a) Re-appoint Mona Miyasato to the position of County Executive Officer effective September 25, 2017.
- b) Approve and authorize the Chair to execute the attached "Agreement For Services As County Executive Officer," which sets forth the terms and conditions of Mona Miyasato's employment as County Executive Officer.
- c) Determine that the above actions are not projects under the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines Sections 15378(b)(4) and 15378(b)(5) because they consist of government administrative or fiscal activities that will not result in direct or indirect physical changes in the environment.

Summary Text: County Code Section 2-70 provides the position and office of County Executive Officer (CEO). The Board of Supervisors first appointed Mona Miyasato as CEO on October 8, 2013, for a four-year term that became effective on December 9, 2013. The attached employment contract: 1) is for another four-year term; 2) provides an annual salary of \$259,472, which is a performance-based increase of 4% over the CEO's present salary; 3) would become effective on September 25, 2017, which is the first day of a bi-weekly pay period; and 4) at that time would supersede and replace the prior employment contract that was made and entered into on October 8, 2013.

Background: County Code Section 2-70 describes that the County Executive Officer is appointed by the Board of Supervisors on the basis of knowledge and skills in public administration and finance, knowledge of organizational principles and relationships, demonstrated executive leadership and management skills, and ability to motivate people to work together cooperatively. The Board of Supervisors completed its most recent evaluation of CEO Miyasato's performance during August 2017. The 4% performance-based increase discussed in the Summary Text is consistent with the Board's actions on December 6, 2016, concerning the Classification and Salary Plan for Unrepresented Executive and Management Employees, and which authorized 0-to-5% increases for Unrepresented Executives and Managers in Fiscal Year 2017-2018.

Fiscal and Facilities Impacts:

Budgeted: Yes, the 4% performance-based compensation increase is consistent with the FY 2017-18 departmental budgeted compensation.

Key Contract Risks: The recommended four-year contract is very low-risk.

Staffing Impacts: There are no staffing impacts. The recommended contract supersedes and replaces a prior four-year contract for the CEO position provided by County Code Section 2-70.

Special Instructions: Please send an original executed agreement to County Counsel.

Attachments: Recommended "Agreement For Services As County Executive Officer"

Authored by: Michael C. Ghizzoni, County Counsel

cc: Mona Miyasato