



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:** Human Resources  
**Department No.:** 064  
**For Agenda Of:** 6/27/2023  
**Placement:** Administrative  
**Estimated Time:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors

**FROM:** Department Maria Elena De Guevara, Human Resources Director, 568-2800  
Director(s)  
Contact Info: Erin Jeffery, Employment & Workforce Planning Division Chief,  
568-2808

**SUBJECT:** Performance-Based Salary Adjustment for the County Counsel

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**County Counsel Concurrence**

As to form: Yes

Other Concurrence: N/A

As to form: N/A

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve a 2.5% performance-based salary adjustment for the County Counsel effective July 10, 2023 based on the performance review of the County Counsel completed by the Board of Supervisors on May 9, 2023; and
- b) Determine that the above action is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(4), because it consists of government funding mechanisms and/or other government fiscal activities, which do not involve any commitment to any specific project which may result in a potentially significant physical impact of the environment.

**Summary Text:**

Upon adopting this recommendation, the Board of Supervisors will approve an annual salary of approximately \$269,116 for the County Counsel, which represents a performance-based increase of 2.5% over her present salary, to be effective July 10, 2023.

**Background:**

Per Section 27641 of the California Government Code, County Counsel shall serve for a period of four years from the time of their appointment by the Board of Supervisors.

On May 18, 2021, the Board of Supervisors appointed Rachel Van Mullem as the County Counsel to serve a four-year term with annual performance reviews. On May 9, 2023 the Board of Supervisors reviewed the performance of the County Counsel and determined that she is eligible for a performance-based raise. This is consistent with the Board’s action on December 7, 2021 concerning the Classification and Salary Plan for Unrepresented Executive and Management Employees, which authorized the opportunity for performance-based pay increases equivalent to a “half-step,” or 2.5%. The Management Classification and Salary Plan is applicable to all appointed department directors as well. As such the County Counsel, as an appointed department director, receives the same general wage increase as other appointed department directors.

**Performance Measure:** N/A

**Contract Renewals and Performance Outcomes:** N/A

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund	\$ 9,065	\$ 9,428	
State			
Federal			
Fees			
Other:			
<b>Total</b>	<b>\$ 9,065</b>	<b>\$ 9,428</b>	<b>\$ -</b>

Narrative: The total fully-loaded cost of implementing the recommended action in Fiscal Year 2023-2024 is approximately \$9,065 and approximately \$9,428 ongoing.

**Key Contract Risks:** N/A

**Staffing Impacts:** N/A

**Special Instructions:**

Please provide a copy of the signed minute order to County Human Resources, County Counsel, County Executive Officer, and Auditor-Controller.

**Attachments:** N/A

**Authored by:**

Stefan Brewer, Employment & Workforce Planning Manager, (805) 568-2806

**CC:**

Mona Miyasato – CEO

Rachel Van Mullem – County Counsel

Betsy Schaffer – Auditor Controller