



County of Santa Barbara

BOARD OF SUPERVISORS

Minute Order

March 3, 2026

Present: 5 - Supervisor Lee, Supervisor Capps, Supervisor Hartmann, Supervisor Nelson, and Supervisor Lavagnino

COUNTY EXECUTIVE OFFICE

File Reference No. 26-00174

RE: HEARING - Consider recommendations regarding an Extra Help Service and Retirement Waiver for the County Executive Office, as follows: (EST. TIME: 5 MIN.)

- a) In accordance with California Government Code Section 7522.56(f)(1), certify that the appointment of retired County Employee, Tanja Heitman, is necessary to fill a critical need in the County Executive office before 180 days have passed from her date of retirement;
- b) Approve and authorize the County Executive Office to appoint retired employee, Tanja Heitman, as an Extra-Help employee to provide assistance with specialized policy and administrative services on a part-time limited duration basis, not to exceed 960 hours of annual service, with a start date of March 30, 2026; and
- c) Determine that the above actions are organizational and administrative activities of government that are not a project under California Environmental Quality Act (CEQA) pursuant to Section 15378(b)(5) of the CEQA Guidelines.

COUNTY EXECUTIVE OFFICER'S RECOMMENDATION: POLICY

HEARING TIME: 9:44 AM - 9:46 AM (2 MIN.)

Received and filed staff presentation and conducted a public hearing.

A motion was made by Supervisor Hartmann, seconded by Supervisor Capps, that this matter be acted on as follows:

- a) **Approved;**
- b) **Approved and authorized; and**
- c) **Approved.**

The motion carried by the following vote:

Ayes: 5 - Supervisor Lee, Supervisor Capps, Supervisor Hartmann, Supervisor Nelson, and Supervisor Lavagnino