



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:** April 2, 2024  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** 4/5

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**TO:** Board of Supervisors

**FROM:** County Counsel Rachel Van Mullem, County Counsel (805) 568-2950  
Contact Info: Michelle Montez, Division Chief (805) 568-2950

**SUBJECT:** **First Amendment to Agreement for Professional Legal Services with Liebert Cassidy Whitmore**

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**County Counsel Concurrence**

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute a First Amendment to the Agreement for Professional Legal Services with Liebert Cassidy Whitmore, A Professional Corporation, in an amount not to exceed \$100,000 for the period of August 15, 2023 to August 31, 2025; and
- b) Determine that the above action is not a project, under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15378(b)(4) and 15378(b)(5), because it consists of government administrative and fiscal activities that will not result in direct or indirect physical changes in the environment.

**Summary Text:**

The Board of Supervisors, under the provisions of Section 31000 of the California Government Code, is empowered to contract for special legal services and expert witnesses. On August 15, 2023, the Board of Supervisors entered into an Agreement for Professional Services with Liebert Cassidy Whitmore, A Professional Corporation, to provide legal advice and representation regarding employment law.

This First Amendment to the Agreement for Professional Services with Liebert Cassidy Whitmore, A Professional Corporation, will extend the term to August 31, 2025 (previously August 31, 2024), update

the Schedule of Fees (Attachment B-1), and increase the new maximum contract amount to \$100,000 (previously \$30,000).

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Special Instructions:**

Please execute two (2) original First Amendments and retain one (1) original Agreement and one (1) Minute Order for pick up by the Office of County Counsel. Please email [mmontez@countyofsb.org](mailto:mmontez@countyofsb.org) when available for pick up.

**Attachments:**

1. First Amendment to Agreement for Professional Legal Services—
2. Agreement for Professional Legal Services—executed August 15, 2023
3. Board Contract Summary

**Authored by:**

Tim Yu, Operations Support Manager