



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: 1/13/09
Placement: Administrative
Estimated Time:
Continued Item:
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Susan Paul, Assistant CEO/HR Director 568-2817 *Susan*
Melissa Grisales, Assistant HR Director 568-2819
SUBJECT: Recruitment Update – Fire Warden/Fire Chief and Planning & Development Directors

County Counsel Concurrence

As to form: Select_Concurrence

Other Concurrence: Select_Other

As to form: Select_Concurrence

Recommended Actions:

Receive and file recruitment information.

Background:

Recruitments for two key Department Head positions (the Fire Warden/Fire Chief and the Planning and Development Director) have been opened.

Chief John Scherrei announced his retirement effective January 2009. Assistant Fire Chief Tom Franklin has been appointed to serve as Interim Fire Chief until the recruitment process is completed and an appointment is made.

The recruitment for a permanent Planning and Development Director has also been launched. Mr. John Baker has been acting as the Interim Director since July 2006, and since 2007 has been fulfilling the dual role of Assistant CEO and Planning and Development Director.

In the case of both recruitments, extensive stakeholder information has been collected and incorporated into the recruitment materials. Advertising will be placed in various professional publications, and information is also available via the County's website. Both recruitments were officially opened January 5, 2009. Brochures for both positions are attached.

Fiscal and Facilities Impacts:

Budgeted: Yes

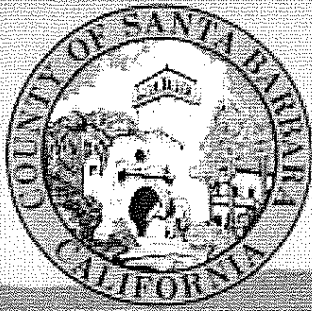
Attachments:

Fire Warden/Fire Chief Recruitment Brochure
Planning and Development Director Recruitment Brochure

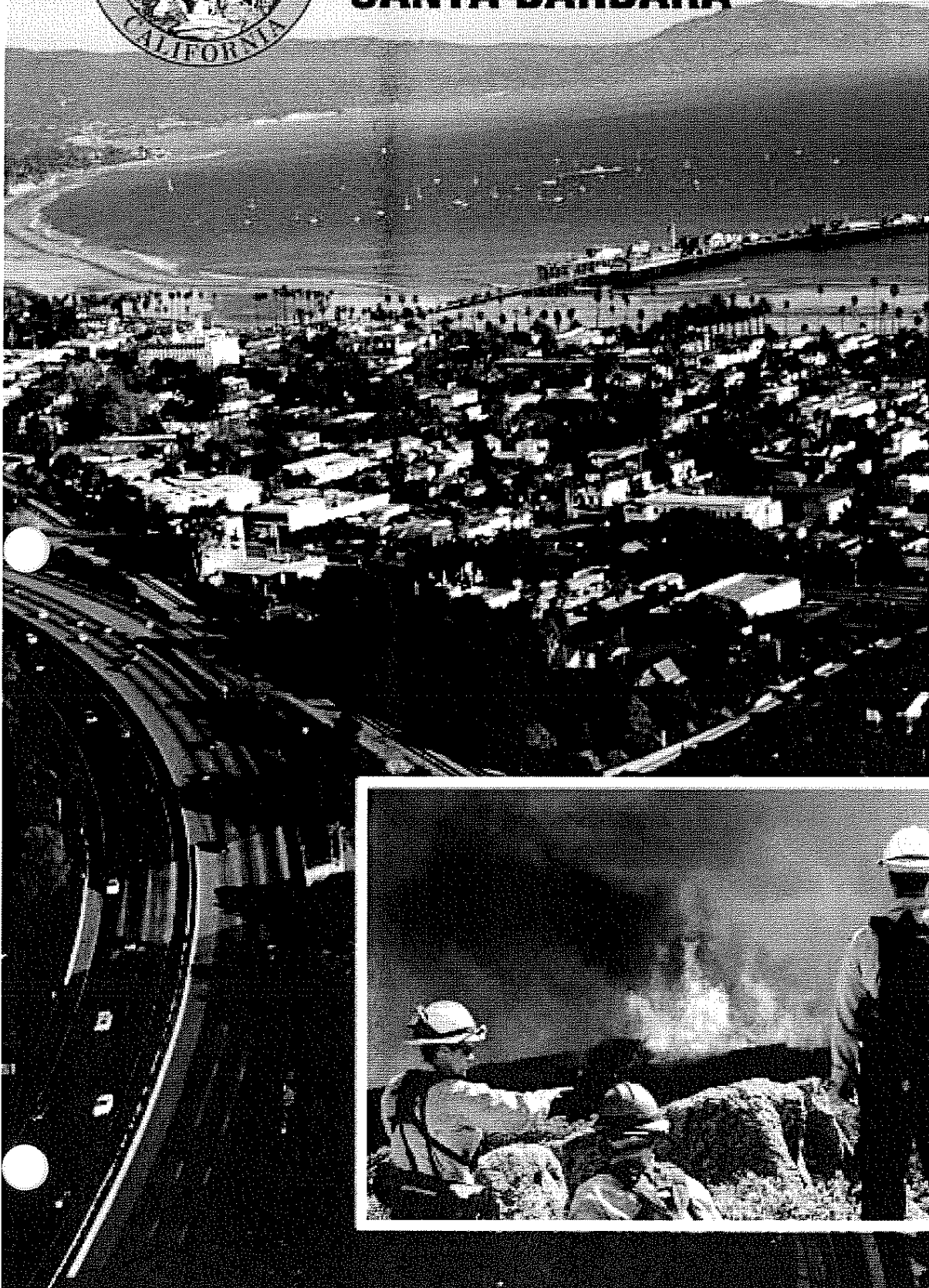
Authored by:

Susan Paul

cc:



COUNTY OF SANTA BARBARA



OFFICE





SANTA BARBARA COUNTY

With a spectacular natural setting that includes 50 miles of scenic coastline, beautiful valleys, and rugged peaks to 6,800 feet, Santa Barbara County is one of the most desirable places in the world to live and work. The County boasts strong economic bases in both high technology and agriculture, including a rapidly expanding vineyard industry that produces some of the world's finest wines. The County's 1.6 million acres include a national forest, Vandenberg Air Force Base, eight cities, and substantial open space preserves.

Nestled between the mountains and the sea, the City of Santa Barbara serves as the County seat. Santa Barbara offers a vibrant Old Town with pedestrians, bicycles, and electric shuttles bringing life to outdoor cafes and beautifully landscaped paseos. The City is rich in cultural opportunities with museums, galleries, theater, opera, and film festivals. Residents and visitors also enjoy visits to local wineries, the zoo, California missions, and other sites of historical interest.

The County includes the agricultural areas surrounding the cities of Lompoc, Santa Maria, Guadalupe, Buellton, and the Danish influence of Solvang in the Santa Ynez Valley, in addition to the coastal communities of Santa Barbara, Goleta, and Carpinteria, as well as the adjacent communities of Montecito and Summerland, and the unincorporated area of Isla Vista.

Santa Barbara is located 92 miles northwest of Los Angeles and 332 miles south of San Francisco. With its clean air and mild coastal climate, residents and visitors can take advantage of limitless year-round recreational options such as golf, mountain hiking and biking, boating, surfing, fishing, horseback riding, plus much more. The

community has a wide variety of colleges, universities, and professional trade schools and the area's public schools are consistently above State averages.

COUNTY GOVERNMENT

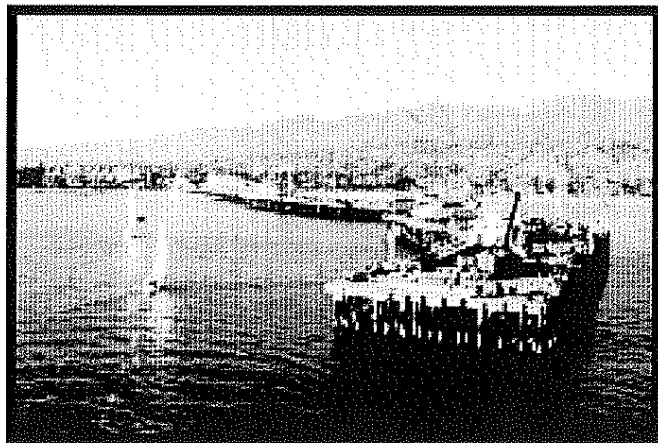
Santa Barbara County is a service-oriented organization that operates with a workforce of approximately 4,200 employees and an annual budget of nearly \$800 million. County employees strive to improve the lives of a diverse population of 415,000. The County is governed by an elected five-member Board of Supervisors who appoints the County Executive Officer (CEO). The Sheriff, District Attorney, Auditor-Controller, Treasurer/Tax Collector, and Clerk Recorder are also elected. The majority of the department heads are appointed by the CEO and there are a total of 23 departments. The top Fire Chief candidate will be recommended by the CEO and

formally appointed by the Board as the County Fire Warden.

FIRE DEPARTMENT

The Santa Barbara County Fire Department (SBCFD) is supported by 285.3 FTEs, an annual operating budget of \$50 million, and a capital budget of \$2.75 million. The Department is officially known as the "Santa Barbara County Fire District." Services are provided through 16 fire stations and three offices located throughout the County. Every engine carries Advanced Life Support (ALS) equipment. Approximately 25% of the engine companies are staffed with four personnel, with the majority operating with three. In FY 2007-08, SBCFD responded to more than 11,000 calls for service of which 57% were medical related. American Medical Response (AMR) meets the majority of patient transport needs.

The Department is organized across three divisions: Emergency Operations, Administration and Support Services, and Fire Prevention (formerly Code Regulation and Planning). In addition to the unincorporated areas of Santa Barbara County, the Department's service area includes the Cities of Buellton, Goleta, and Solvang, as well as private lands in the National Forest. The Department's Hazardous Materials Unit serves all County residents. Santa Barbara County Fire shares airborne support with the Sheriff's Department. The Sheriff's



With something for everyone, Santa Barbara County residents can enjoy the rural or urban lifestyle of their choice.

Department provides Fire dispatch services via a joint communications center on a contractual basis.

SBCFD maintains strong partnerships with surrounding agencies including the California Department of Forestry and Fire Protection (CALFIRE) and the U.S. Forest Service. Automatic or mutual aid agreements are established with other departments in the region. Santa Barbara County's Fire Chief serves as the Regional Response Coordinator for large scale incidents. The Department also holds a permanent seat on California's FIRESCOPE board of directors.

In addition to getting acclimated to his/her new role, the new Chief will have the opportunity to apply a fresh perspective to Department programs and resources. In light of current economic conditions, he/she will be encouraged to explore opportunities to gain efficiency and attract suitable external funding sources. The candidate selected will also be expected to pursue consolidation opportunities with smaller service providers in the region.

Extensive information on Santa Barbara County and the Fire Department can be found on the County's website at www.countyofsb.org

IDEAL CANDIDATE

Experience, Knowledge & Credentials

Santa Barbara County's next Fire Chief will have a demonstrated track record of exceeding

customer expectations and working effectively with elected and appointed leaders. He/she will also have a history of success in maintaining productive and positive labor relations.

Ideal candidates will be well versed in contemporary technological applications and reveal a sophisticated understanding of meaningful performance measures appropriate for the County as well as the industry.

Experience in a mid-to-large size department with ALS/EMS capacity as well as familiarity with California's automatic and mutual aid agreement system is necessary to succeed in this position. Prior or current service in a jurisdiction of similar geographic complexity will be helpful to candidates. Working knowledge of California EMSA standards along with an advanced understanding of ICS and SIMS/NIMS will be expected.

Five years of increasingly responsible senior management experience in a comparable department and a Bachelor's degree are highly desirable.

Exposure to California wildland fire fighting involving an urban interface will be welcomed. Chief Fire Officer or Executive Fire Officer designation is strongly preferred. Qualified candidates with experience in department accreditation are encouraged to apply.

Leadership Competencies

The County's next Fire Chief will be a visionary leader who communicates clear goals and objectives throughout the organization. The individual selected will possess a proven



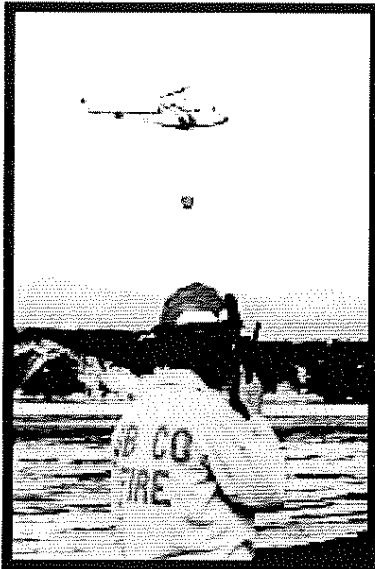
history of continuously seeking opportunities for improvement in the best interest of his/her Department and the community. He/she will have a reputation for supporting valuable programs and initiatives which stakeholders can take pride in while simultaneously serving as a progressive model for others in the profession.

He/she will engage the Department at all levels on an ongoing basis and place a high priority on professional development and training. An accessible leader, the candidate selected will be adept at developing and maintaining effective internal and external working relationships with a wide variety of stakeholders, and exhibit a high comfort level with engaging the community.

The ideal candidate will be a consistent and effective decision maker who exhibits solid analytical abilities. Impressive business acumen and a balance of both operational and administrative experience will be expected. He/she will be active in the profession and committed to keeping current with industry trends and best practices.

In addition to the previously identified qualifications, it is important that candidates reflect the following core leadership competencies embraced by the County:

- Exhibits *intensity* through his/her passionate approach and desire to produce favorable results in an inspirational manner;



- By fostering enthusiasm and ownership within his/her collaborative team, is able to strongly **influence** desired outcomes;
- Utilizing vast **interpersonal** skills, easily engages interests and input from all stakeholders as a reflection of his/her sincere **commitment** to superior public service;
- Models a **craftsman-like** philosophy by taking pride in producing outstanding results attainable through the recognized ideas and contributions of others;
- Is viewed as extremely **ethical** through a proven history of exercising uncompromising integrity in the best interest of the public and the organization; and
- As a strategic leader, exercises the **resiliency** required to anticipate and persist through obstacles and challenges on the path to major achievements.

COMPENSATION & BENEFITS

The salary range for this position is \$116,480 to \$193,440 and is supplemented by an attractive benefits package which currently includes:

- **Benefit Cash Allowance:** \$6,485 per year (received as cash or applied to enhance benefits).

- **Vacation:** 12 days per year with increases up to 25 days depending upon length of public employment and vacation conversion options.
- **Holidays:** 11 days per year.
- **Sick Leave:** 12 days sick leave per year.
- **Health Plan:** Choice of medical (with vision care) and dental plans. County contributes toward the employee's premium.
- **Retirement:** 3% at age 55 fixed benefit retirement plan. Retirement based on 3-year final average. County contributes \$4,479 per year toward employee's retirement cost.
- **Auto Allowance:** \$211 biweekly
- **Other Benefits:** Term-life insurance policy; long-term disability insurance; Flexible Spending Plan, choices include: pre-tax health, life and accident insurance premiums, and health care and dependent care spending accounts.
- **Additional Benefits:** In addition, Santa Barbara County offers a generous hiring incentive program. At the discretion of the CEO and Board of Supervisors, the County can provide flexible relocation assistance, housing and student loan offsets, cash incentives and/or vacation and sick leave pre-accruals in the interest of attracting the best talent to the organization.

APPLICATION & SELECTION PROCESS

The closing date for this recruitment is **Friday, February 6, 2009**. To be considered for this rare opportunity, please submit cover letter, resume, and list of six professional references electronically using the APPLY NOW feature on the TBC website: www.tbcrecruiting.com.



Teri Black-Brann
310.377.2612 tel
Carolyn Seeley
714.974.2284 tel

TERI BLACK & COMPANY, LLC
www.tbcrecruiting.com
info@tbcrecruiting.com

Following the closing date, the candidates with the most relevant qualifications and experience will be granted interviews by the lead consultant. Those individuals determined to be best suited for the position will then be evaluated and interviewed by the County of Santa Barbara in February.

The County of Santa Barbara respects and values a diverse workforce and strongly promotes strategies and activities to recruit, develop, and retain qualified men and women of varied backgrounds, lifestyles, experiences, and races.





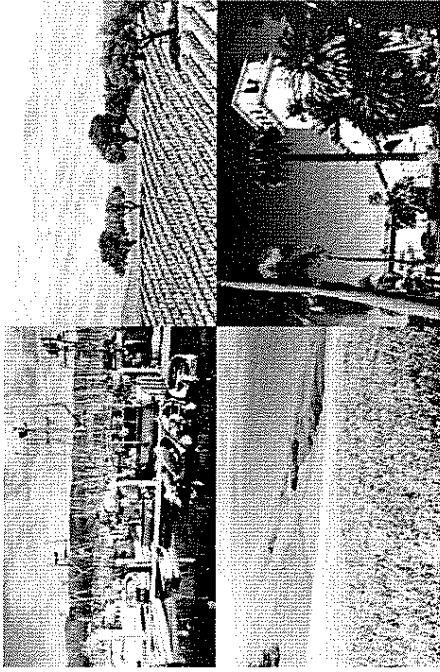
PLANNING and DEVELOPMENT DIRECTOR

Santa Barbara County – where energy, coastal, agricultural, historic, open space, and urban planning are united in a unique planning environment. Sound interesting? Then we have the job for you!

The County

The County of Santa Barbara occupies 2,774 square miles of land, one third of which is the Los Padres National Forest. The County houses approximately 415,000 residents. That population is split between eight cities (280,000) and several unincorporated areas (135,000). The county has four major urban areas - Santa Barbara Coast, Santa Ynez Valley, Santa Maria Valley, and Lompoc Valley. We have a strong economic base in technology, and agriculture, including an expanding vineyard industry that produces some of the world's finest wines.

PLANNING and DEVELOPMENT
DIRECTOR
for County of Santa Barbara



Build Futures Together

2701 BIRD AVE. SANTA BARBARA, CA 93101



W. ABDOON CONSULTING PARTNERS



We want a business professional that possesses a complement of skills including leadership, planning expertise, management, drive, and customer-focus. Our ideal candidate will successfully execute a vision to build a department culture that is trusted by the community. You strategically manage the unique planning conditions in Santa Barbara's diverse communities, and make planning decisions that are fair, educated, and well informed.

As Planning and Development Director you will work with community members, various commissions, boards, special interest groups, associations, and multiple community plans. You will manage and lead six divisions: Long Range and Strategic Planning, Development Review, Building and Safety, Energy, Administration, and Agricultural Planning.

A five-member Board of Supervisors governs the County. The County Executive Officer is responsible to the Board of Supervisors for all Planning activities. This position reports directly to the County Executive Officer, oversees an expense and revenue budget of \$13.5 million, and leads a team of division management staff responsible for 120 employees in both north and south county offices.

Compensation: The salary range is \$116,480-\$193,440 DOQ.

The Ideal Candidate has a bachelor's degree in planning, public administration, or related field, and extensive leadership experience in an environment that places a premium on land use and/or planning. You will be a successful leader who:

- Operates within a strong ethical frame-work and strives to uphold the public trust while improving accountability, customer service, and efficiency
- Has strong ethical conviction, great judgment, and sound decision making skills
- Doesn't shy away from challenge, performs well under pressure, and is a strong orator
- Is outstanding at providing customer service to a diverse clientele with varied agendas and often competing needs, a brilliant communicator, and an adept mediator
- Is masterful in influencing others to affect exceptional organizational outcomes and develop process efficiencies that result in enhanced customer service
- Is committed to understanding and meeting the needs of a large and diverse group of land use customers
- Has a proven professional track record for using interpersonal strengths and versatile communication styles to build rapport and influence strategic change
- Demonstrates resiliency, leading with openness in difficult situations, and taking direct action
- Is intense and passionate about achieving business results
- Is a true craftsman who creates and executes a vision aligned with organizational goals, takes pride in ownership, and seeks out opportunities to develop solutions to land use and organizational challenges
- You Will:
 - Integrate a full range of planning activities, developing consistency among divisions
 - Demonstrate a proactive, customer-focused attitude
- Formulate individual and division work plans to promote staff development and team work
- Maintain consistency with adopted policies and cultivate trust relationships
- Anticipate challenges and identify strategic solutions to keep customers well informed
- Promote interdepartmental teamwork and collaboration
- Establish a "big picture" approach to issues and project resolution
- Manage department budget and address significant budget challenges

BENEFITS

- Benefits Cash Allowance** - \$6,485 per year (received as cash or applied to enhance benefits)
- Auto Allowance** - \$5,466 per year
- Vacation** - Ten days vacation per year with increases up to 25 days depending upon length of public employment and vacation conversion options
- Holidays** - Eleven days per year
- Sick Leave** - Twelve days sick leave per year with 80 hours advanced upon hire
- Health Plan** - Choice of dental and medical plans. County contributes toward the employee's premium
- Retirement** - 2% at age 57 defined benefit retirement plan. Retirement based on highest single year. County pays \$2080 per year toward employee's contribution
- Other Benefits** - Flexible Spending Plan; Disability Insurance; Life Insurance; Administrative leave, and Alternative Transportation Benefits
- Relocation Expenses** - The County may provide reimbursement for reasonable expenses up to \$20,000 (governed by Board policy); and advance additional vacation and sick leave balances
- For more Benefits details, visit:**
<http://www.sbcountyhr.org/relations/compensation/apptdphbenef.html>

RECRUITMENT SPECIFICS:

- This recruitment closes **February 16, 2009**
- Resumes will be reviewed and interviews will be scheduled for those who best match the County's needs

HOW TO APPLY:

- E-mail your resume and cover (optional) to **wendi@wbrowncreative.com**, or
- Fax to 866-224-1423
- NOTE:** We are not accepting online applications through the County application system. Please contact your recruiter, Wendi Brown, at **541-858-0376**, if you have any questions regarding the recruitment process.

The County of Santa Barbara is an Equal Opportunity Employer