



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: July 18, 2023
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: 4/5

TO: Board of Supervisors

FROM: County Counsel Rachel Van Mullem, County Counsel (805) 568-2950
Contact Info: Claire E. Hartley, Deputy County Counsel (805) 568-2950

SUBJECT: Agreement for Professional Legal Services with Quarles & Brady, LLP

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

- a) Approve, ratify, and authorize the Chair to execute an Agreement for Professional Legal Services with and Quarles & Brady, LLP from July 1, 2023 to June 30, 2024 in an amount not to exceed \$20,000; 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. Due to the specialized nature of the advice required, County Counsel recommends the assistance of attorney Corrie Klekowski, an attorney with Quarles & Brady, LLP who specializes in employment law. Ms. Klekowski has extensive experience and expertise in this specialized area of practice. The Agreement will enable County Counsel to retain her to advise regarding employment law matters, as needed. The amount set forth in the agreement is not to exceed \$20,000.00 over a one-year period.

Fiscal and Facilities Impacts:

Budgeted: Yes

Key Contract Risks:

County Counsel views this Agreement as low risk because Corrie Klekowski with Quarles & Brady LLP, is highly experienced in employment law. The Agreement also contains a termination for convenience clause that further reduces risk.

Special Instructions:

Please execute two (2) original Agreements and retain one (1) original Agreement and one (1) Minute Order for pick up by the Office of County Counsel. Please email ABorjas@countyofsb.org when available for pick up

Attachments:

1. Agreement for Professional Legal Services
2. Board Contract Summary

Authored by:

Claire E. Hartley, Deputy County Counsel