



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

Submitted on:
(COB Stamp)

Department Name: Human Resources
Department No.: 64
Agenda Date: June 9, 2026
Placement: Administrative Agenda
Estimated Time: 15 Minutes
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director(s): Kristine Schmidt, Human Resources Director
Contact Info: via Laura Dains, Executive Assistant, Ext. 2816
SUBJECT: County Executive Officer –Appointment and Employment Contract

County Counsel Concurrence

As to form: Yes

Other Concurrence:

As to form: N/A

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Appoint Jana Petersen to the position of Santa Barbara County Executive Officer effective August 20, 2026, at an annual salary of \$380,000 per year, which is within the existing salary range for the position;
- b) Approve and authorize the Chair to sign the employment contract with Ms. Petersen setting forth the salary, other compensation and fringe benefits, and terms and conditions of her employment; and
- c) Determine that the above-recommended action is not a project that is subject to environmental review under the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines section 15378(b)(5), finding that the action is an administrative activity of the government that will not result in direct or indirect physical changes in the environment

Summary Text:

The Board of Supervisors is the appointing authority for the County Executive Officer position. The recommended action will fill the position effective August 20, 2026.

Background:

For several months the County of Santa Barbara has conducted a nationwide recruitment to select a replacement for the County Executive Officer. This recruitment process has culminated in this recommended action to appoint Ms. Petersen as the County Executive Officer for a period of three years, as outlined in the employment agreement.

Pursuant to Government Code Section 54953, prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, during the open meeting in which the final action is to be taken. A summary of such terms related to this action include:

Salary	\$380,000 Annually
Deferred Compensation	Annual contribution into 401(a) plan of \$20,000
Pension	Santa Barbara County Employees' Retirement System (SBCERS) defined benefit plan, as per plan requirements
Auto Allowance	\$7,800 annually as per policy
Relocation/Housing/Transition Allowance	\$30,000 one-time payment
Paid Leave the same as other Appointed Executive managers under the Management Compensation and Benefits Resolution (NO. 25-218)	Including: <ul style="list-style-type: none"> • Vacation: 80 hours of vacation upon hire, and a vacation accrual rate of 200 hours per year. • Management Leave: 80 hours per calendar year • Holidays: 11 days per year, plus one floating holiday per year. • Sick Leave: 80 hours of sick leave upon hire, and an accrual rate of 12 days per year.
Other benefits the same as other Appointed Executive Managers under the Management Compensation and Benefits Resolution (NO. 25-218)	Including: <ul style="list-style-type: none"> • Health Benefits currently \$14,488.56 to \$29,681.28 annually depending on number of dependents and coverage chosen • County paid term life insurance of 1x salary up to the applicable cap (currently \$300,000).
Professional Development/Education Reimbursement	Up to \$10,000 per year

Fiscal Analysis:

The recommended salary is within the existing salary range for the County. The salary is approximately \$35,356.24 annually below the salary costs for the position that were included in the FY 2026-2027 County Executive Office budget, with actual savings depending on benefits selected under available plans.

Staffing Impacts: None

Special Instructions:

Send copy of executed employment agreement to Kristine Schmidt, Director of Human Resources

Attachments:

- a) **Attachment A** – Signed Employment Agreement with Jana Petersen

Authored by:

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Human Resources Director
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