



**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 Executive Office
Department No.: 012
For Agenda Of: November 7, 2023
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Director(s) Contact Info: Mona Miyasato, County Executive Officer
Nancy Anderson, Chief Assistant County Executive Officer

DocuSigned by:
Mona Miyasato
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SUBJECT: Appointment of the Interim Director of Human Resources

County Counsel Concurrence

As to form: N/A

Other Concurrence:

Human Resources: Yes

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

That the Board of Supervisors:

- a) Approve appointment of Yvonne Torres as the interim County of Santa Barbara Human Resources Director for the period November 20, 2023 to January 1, 2024; and
- b) Determine that the recommended actions are not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(2) because the recommended actions involve continuing administrative or maintenance activity.

Summary: This item is on the agenda to approve the interim appointment of Yvonne Torres to the position of Director of Human Resources from November 20, 2023 to January 1, 2024. Ms. Torres is currently the Assistant Director of Human Resources and has agreed to act as the interim Department Director upon the retirement of the current Director Maria Elena De Guevara, whose last day working is November 17, 2023, until the newly appointed Director of Human Resources, Kristine Schmidt, begins her tenure with the County on January 2, 2024.

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Background:

Ms. Torres is currently the Assistant Director of Human Resources and has served in this position since 2020. Prior to this position, she served as the Employment/Workforce Planning Division Chief and held various leadership roles throughout her 23 years in human resources management with the County of Santa Barbara. Ms. Torres began her career in the County of Santa Barbara in 1989.

Fiscal Impacts: Budgeted: Yes

Fiscal Analysis:

There are no fiscal impacts with this action. The interim assignment has a bi-weekly salary of \$7,887, which reflects a 5% increase for Ms. Torres during the period. She will also receive benefits consistent with those received by other Santa Barbara County Department Heads during the period. Costs are addressed within the department's budget.

Authored by:

Nancy Anderson, Chief Assistant County Executive Officer