



**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: June 27, 2023
Placement: Departmental
Estimated Time: 5 minutes

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 CEO

DocuSigned by:
Mona Miyasato
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SUBJECT: Approve Extra Help Service and Retirement Waiver for the County Executive Office

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: N/A

Other Concurrence: SBCERS

As to form: Yes

Recommended Actions:

It is recommended that the Board of Supervisors:

- a) In accordance with California Government Code Section 7522.56(f)(1), certify that the appointment of retired County employee, Terri Maus-Nisich, is necessary to fill a critical need in the County Executive Office before 180 days have passed from her date of retirement;
- b) Approve and authorize the County Executive Office to appoint retired employee Terri Maus-Nisich as an Extra-Help employee to provide assistance with specialized policy and administrative services on a part-time limited duration basis, not to exceed 960 hours of annual service, with an effective start date of July 1, 2023; and
- c) Determine that the above actions are organizational and administrative activities of government that are not a project under California Environmental Quality Act (CEQA) pursuant to Section 15378(b)(5) of the CEQA Guidelines.

Summary:

The purpose of this item is to request your Board certify that there is a critical need to allow the County Executive Office to hire retired Assistant County Executive Officer Terri Maus-Nisich as an Extra-Help

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employee before 180 days have passed from her date of retirement. Ms. Maus-Nisich retired on March 29, 2023 and will have been separated from the County for at least 90 days in accordance with Santa Barbara County Employees' Retirement System policy related to Regulations for IRS Code Section 401(a). The department was aware that Ms. Maus-Nisich was planning to retire and her position was filled accordingly; however, there are multiple critical projects related to transitional homeless housing and coordination that are of high priority to the Board that would be best served by her extensive expertise and established relationships that could be disrupted without her critical oversight.

If approved, Ms. Maus-Nisich will assist the department by primarily handling coordination for specific homeless transitional housing projects, related work and other special projects as needed until the projects are completed or can be transitioned to other staff.

Background:

The County Executive Office is responsible for the implementation of Board policy and directives, including those related to Health and Human Services functions.

Ms. Maus-Nisich has 17+ years of experience in the County Executive Office and extensive knowledge of health and human services and homeless projects in the County. During her time with the department, she oversaw the departments of Public Health, Social Services, Community Services, First Five and Child Support Services. Her extra help appointment will ensure stability and continuity for critical projects for the County, particularly expected staff transitions in the Community Services Department. The department anticipates that Ms. Maus-Nisich will be needed in this extra help role for a limited duration of six months to one year, depending on when the projects are completed or able to be handed off, but for no more than 960 hours per fiscal year.

Budgeted: Yes, the department is able to absorb the cost of the temporary position within existing available funding.

Fiscal Impacts:

It is anticipated that Ms. Maus-Nisich will be providing policy and administrative services up to 960 hours at an hourly rate of \$117.18, with a total cost not to exceed \$112,500. In accordance with California Government Code Section 7522.56(d), Ms. Maus-Nisich will perform this work at a salary rate that does not exceed the maximum authorized in the County's salary tables for a position with comparable duties at the Assistant CEO level. This extra help position will be covered by existing budgeted funds. This rate is comparable or less than existing rates for consultants in this field.

Authored by:

N. Anderson, CACEO