



COUNTY OF SANTA CRUZ BOARD OF SUPERVISORS

NOTICE OF SPECIAL MEETING

Governmental Center Building
701 Ocean Street, Room 525, Santa Cruz, CA
10:45 AM
June 20, 2017

SPECIAL MEETING AGENDA

- 10:45 - Call to Order -- Special Meeting
- Oral Communications
- Scheduled and Regular Departmental Items
- Public Comment on Closed Session Agenda
-

1. ROLL CALL

2. ORAL COMMUNICATIONS

Any person may address the Board during its Oral Communications period. Presentations must not exceed three (3) minutes in length or the time limit established by the Chair, and individuals may speak only once during Oral Communications. All Oral Communications must be directed to an item not listed on today's Agenda, and must be within the jurisdiction of the Board. Board members will not take actions or respond immediately to any Oral Communications presented, but may choose to follow up at a later time.

TRANSLATION SERVICES/SERVICIOS DE TRADUCCION

Spanish language translation is available on an as needed basis. Please make advance arrangements with the Clerk of the Board, in Room 500, or by telephone at (831) 454-2323.

Las sesiones de la Mesa Directiva de los Supervisores del Condado pueden ser traducidas del inglés al español y del español al inglés. Por favor haga arreglos anticipadamente con la Secretaria de la Mesa Directiva de los Supervisores en el cuarto número 500, o por teléfono al número (831) 454-2323.

ACCOMMODATIONS FOR PERSONS WITH DISABILITIES

The County of Santa Cruz does not discriminate on the basis of disability, and no person shall, by reason of a disability, be denied the benefits of its services, programs, or activities. The Board of Supervisors' Chambers, located at 701 Ocean Street, Room 525, Santa Cruz, California, is an accessible facility. If you are a person with a disability and wish to attend the meeting and you require special assistance in order to participate, please contact the Clerk of the Board at (831) 454-2323 [TDD: call 711] at least 72 hours in advance of the meeting in order to make arrangements.

*Persons with disabilities may request a copy of the agenda in an alternative format.
As a courtesy to those affected, please attend the meeting smoke and scent free.*

COUNTY OF SANTA CRUZ BOARD OF SUPERVISORS
SPECIAL MEETING AGENDA - JUNE 20, 2017

Regular Agenda - Special Meeting

3. Consider appointment of County Administrative Officer, and take related actions, as outlined in the memorandum of the Director of Personnel
 - a. Memorandum of the Director of Personnel

—————CLOSED SESSION AGENDA—————

EXECUTIVE SESSION

4. SCHEDULE A CLOSED PERSONNEL AND LITIGATION SESSION TO BE HELD AT THE CONCLUSION OF THE BOARD'S CONSENT OR REGULAR AGENDA, OR AT ANY OTHER TIME DURING THE COURSE OF THE MEETING ANNOUNCED BY THE CHAIRPERSON OF THE BOARD

CONFERENCE WITH LABOR NEGOTIATOR

Agency Negotiator: Director of Personnel

Employee organization: District Attorney Inspectors Unit

Report of County Counsel - will be given at the conclusion of the closed session on any reportable action(s) taken in the closed session



County of Santa Cruz

Personnel Department

701 Ocean Street, Suite 310, Santa Cruz, CA 95060-4073
 Phone:(831) 454-2600 Fax:(831) 454-2411 TDD/TTY: 711
 Michael J. McDougall, Personnel Director Ajita Patel, Deputy Director

Meeting Date: June 20, 2017
Date: June 13, 2017
To: The Board of Supervisors
From: Michael McDougall, Personnel Director
Subject: Appointment of County Administrative Officer

On Friday, June 2 and Saturday, June 3, 2017, your Board held interviews for the position of County Administrative Officer. At the conclusion of the interview process, your Board offered the position to candidate Carlos Palacios, and he accepted it, with a to-be-determined start date. As your Chief Labor Negotiator, and with an understanding of the salary parameters at issue, I have spoken with Mr. Palacios and confirmed that he is available for appointment to the position effective Monday, June 26, 2017. He has agreed to appointment at Step 5 of the Salary Schedule for County Administrative Officer, for an approximate annual salary of \$263,057.

A. Start Date

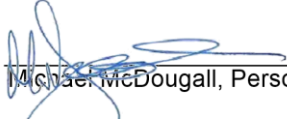
As you know, County Administrative Officer Susan A. Mauriello vacates her position at the close of business on Friday, July 7, 2017. County Code section 3.28.070 provides that, when a regular, budgeted position is being vacated, both the incoming and outgoing employee may hold the same position for up to ten working days. In order to provide for the most efficient changeover in this important position, we recommend that your Board take advantage of this provision and make the appointment for Mr. Palacios effective Monday, June 26, 2017.

B. Salary

Under County Personnel Regulation 161(J), an Executive Management employee accepting a promotion to a higher class shall be placed at the step for the higher class which will provide a salary increase closest to 10%. Mr. Palacios is currently employed as the Assistant County Administrative Officer, at Step 6 (hourly pay of \$113.01 per hour, for an approximate salary of \$235,060.80). Step 5 of the Salary Schedule for County Administrative Officer is \$126.47 per hour, for an approximate annual salary of \$263,057. This would represent a 10.6% raise. Appointment at Step 5 complies with Personnel Regulation 161(J) because it is the closest to 10%.

IT IS THEREFORE RECOMMENDED THAT YOUR BOARD appoint Carlos Palacios to the position of County Administrative Officer for the County of Santa Cruz, effective Monday June 26, 2017, at Step 5 of the Salary Schedule for the position.

Submitted by:



Michael McDougall, Personnel Director 6/13/2017

Attachments:

- a 03 Board Memo Printout