

**Sierra County
Board of Supervisors'
Agenda Transmittal &
Record of Proceedings**

MEETING DATE: August 4, 2020	TYPE OF AGENDA ITEM: <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Timed <input type="checkbox"/> Consent
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DEPARTMENT: Public Health
APPROVING PARTY: Vickie Clark, Director
PHONE NUMBER: (530) 993-6700

AGENDA ITEM: Amendment to Employment Contract No. 2019-135, with an effective date of March 20, 2020 through March 19, 2021, by and between the County of Sierra, a political subdivision of the State of California and Celia Sutton-Pado, MD.

SUPPORTIVE DOCUMENTS ATTACHED: Memo Resolution Agreement Other

BACKGROUND INFORMATION: Please see attached memo

FUNDING SOURCE: 0515610
GENERAL FUND IMPACT: No General Fund Impact
OTHER FUND: COVID Relief Funding
AMOUNT: \$98,800.00 One Time Expense

ARE ADDITIONAL PERSONNEL REQUIRED?
Yes, -- --
No

IS THIS ITEM ALLOCATED IN THE BUDGET? Yes No
IS A BUDGET TRANSFER REQUIRED? Yes No

SPACE BELOW FOR CLERK'S USE

<p>BOARD ACTION:</p> <input type="checkbox"/> Approved <input type="checkbox"/> Approved as amended <input type="checkbox"/> Adopted <input type="checkbox"/> Adopted as amended <input type="checkbox"/> Denied <input type="checkbox"/> Other <input type="checkbox"/> No Action Taken	<input type="checkbox"/> Set public hearing For: _____ <input type="checkbox"/> Direction to: _____ <input type="checkbox"/> Referred to: _____ <input type="checkbox"/> Continued to: _____ <input type="checkbox"/> Authorization given to: _____	Resolution 2020- _____ Agreement 2020- _____ Ordinance _____ Vote: Ayes: Noes: Abstain: Absent: <input type="checkbox"/> By Consensus
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COMMENTS:

CLERK TO THE BOARD

DATE

Memorandum

To: Sierra County Board of Supervisors

From: Vickie Clark, Director

Reference: Agenda Item

Date of memo: July 27, 2020

Date of Board Meeting: August 4, 2020

Requested Action: Amendment to Employment Contract No. 2019-135, with an effective date of March 20, 2020 through March 19, 2021, by and between the County of Sierra, a political subdivision of the State of California ("the COUNTY") and Celia Sutton-Pado, MD ("the EMPLOYEE").

Mandated by: n/a

Funding

Budgeted? Yes **XX** No

Revenue	\$98,800.00	COVID Relief Funds - EPO
Expenses	\$98,800.00	COVID Relief Funds - EPO
Difference	0	

Background Information:

In the fall of 2019 Sierra County entered into an employment contract with Dr. Sutton-Pado to work as the County Health Officer. The contract was negotiated for a 20 hour a week schedule at \$95 an hour in an exempt status.

The Public Health Department began work back in January 2020 as the coronavirus pandemic began to unfold around the world. Dr. Sutton-Pado began working long hours back then and has continued doing so over the past 6 months. She has spent endless hours to review and digest the volumes of literature being put out by CDC, WHO, CDPH and a large host of reputable scientists and physicians from all over the world.

Life has been fast and furious since the virus entered the United States with California being on the receiving front end.

- March 4, 2020, Proclamation of a State of Emergency issued by Governor Gavin Newsom
- Declarations of Local Health Emergency issued by the Health Officer on March 20, 2020
- The Proclamation of a Local Emergency on March 20, 2020, and the March 20, 2020, Resolution of the Board of Supervisors of the County of Sierra, Ratifying the Declarations of Local Health Emergency and Local Emergency Proclamation
- Governor Newsom's March 12, 2020, Executive Order N25-20
- Governor Newsom's March 19, 2020, Executive Order N-33-20
- Designation by the State Public Health Officer of Essential Critical Infrastructure Workers issued March 22, 2020.

Dr. Sutton-Pado initiated local orders to prevent the opening of lodging, short term rentals and recreational areas in response to the overwhelming number of visitors coming into Sierra County. She put her face cover order in place on May 1st preemptively before guiding us through Sierra County's Attestation of Variance plan which allowed Sierra County to be one of the first to allow our business to move forward on the Governor's Roadmap to Recovery.

Dr. Sutton Pado has been working full time hours and then some in order to attend meetings 7 days a week, day and night, often times with virtually no notice. She has done so to keep us up to date with the ever changing environment of information, recommendations and guidance coming from the state and federal government. She has been accessible to us 24/7. She has personally talked with businesses, churches, organizations and the school district to help people

navigate the requirements necessary to keep our communities safe and healthy. She has done so without a single complaint.

We are in receipt of over \$500,000 in COVID Relief funding that can be used for the reassignment of staff and overtime that we would like to use to compensate Dr. Sutton-Pado for the extensive amount of additional hours that she has worked for Sierra County. It is well over what would be expected of any exempt staff. This can be accomplished with a time and activity limited amendment to her Employee Contract.

Potential Issues to consider: This funding is time limited and only to be used for COVID-19 efforts that no one planned for.

Alternatives or Impacts of disapproval

AMENDMENT
To
EMPLOYMENT CONTRACT

The following is an amendment to that certain Employment Contract No. 2019-135, with an effective date of March 20, 2020 through March 19, 2021, by and between the County of Sierra, a political subdivision of the State of California (“the COUNTY”) and Celia Sutton-Pado, MD (“the EMPLOYEE”).

1. 4. PAYMENT The EMPLOYMENT CONTRACT is hereby amended to include:
During the period of March 20, 2020 to March 19, 2021, EMPLOYEE may work an additional 20 hours per week due to COVID19, not to exceed forty hours in any given week, at the additional rate of \$95.00 per hour.
2. All other terms and conditions of the EMPLOYMENT CONTRACT are to remain the same.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date set forth above.

COUNTY OF SIERRA

“CONTRACTOR”

JIM BEARD
Chairman, Board of Supervisors

CELIA SUTTON-PADO, MD

ATTEST:

APPROVED AS TO FORM:

HEATHER FOSTER
Clerk of the Board

DAVID PRENTICE
County Counsel