

**COUNTY OF SAN DIEGO  
BOARD OF SUPERVISORS  
TUESDAY, DECEMBER 10, 2024**

**MINUTE ORDER NO. 18**

**SUBJECT: ALIGN PERFORMANCE EVALUATION DATES FOR THE CLERK OF THE BOARD AND PROBATION CHIEF WITH CHIEF ADMINISTRATIVE OFFICER EVALUATION DATE AND APPROVE ADJUSTMENT OF COMPENSATION FOR THE CLERK OF THE BOARD, PROBATION CHIEF, AND COUNTY COUNSEL (DISTRICTS: ALL)**

**OVERVIEW**

The Board of Supervisors has completed 2024 performance evaluations for Board appointed executives. Today's action establishes that the Board of Supervisors will strive to complete executive evaluations on or before June 30th each fiscal year. In addition, today's action approves a salary increase for the Clerk of the Board, the Probation Chief, and the County Counsel.

**RECOMMENDATION(S)**

**CHAIRWOMAN NORA VARGAS**

1. Align the Clerk of the Board and Probation Chief's annual performance review to occur on or before June 30th of each fiscal year.
2. Approve adjustments to the pay for the Clerk of the Board, Probation Chief, and County Counsel. The compensation for the Clerk of the Board is set at an hourly rate of \$108.14 effective June 28, 2024; compensation for the Probation Chief is set at an hourly rate of \$132.31 effective June 28, 2024; compensation for the County Counsel is set at an hourly rate of \$174.48 effective December 27, 2024

**EQUITY IMPACT STATEMENT**

The County of San Diego promotes a culture of equity, belonging, and racial justice. We serve the needs of communities with diverse groups including Black, Indigenous, people of Color, LGBTQIA+, people with disabilities, people of low-income, the young, the older, immigrants, refugees and communities that have historically faced inequality and inequity. In addition, the County centers its budgetary efforts on equity through the continued implementation and operationalization of the Budget Equity Assessment Tool. The tool ensures there is a framework to use an equity lens to evaluate the development of the County's budget.

**SUSTAINABILITY IMPACT STATEMENT**

The County of San Diego is building a sustainable future for all. The County's strategic plan guides County activities to ensure sustainability as it relates to the region's economy, climate, environment, and communities. These collective efforts strengthen communities, ensure accountability, and protect public resources by aligning available resources through services and initiatives.

**FISCAL IMPACT**

Funds associated with this request are included in the fiscal year 2024-25 Operational Plan. There will be no change in net General Fund cost and no additional staff years.

## BUSINESS IMPACT STATEMENT

N/A

### ACTION:

Noting for the record that Clerk of the Board of Supervisors Andrew Potter and County Counsel Claudia Silva were not present at the dais for this item; and noting for the record that, prior to the Board taking action, the Assistant Clerk of the Board of Supervisors read a statement into the record regarding the summary of recommendations on the salary and compensation paid in the form of fringe benefits for the Clerk of the Board, Probation Chief, and County Counsel; ON MOTION of Supervisor Montgomery Steppe, seconded by Supervisor Vargas, the Board of Supervisors took action as recommended, on Consent.

AYES: Vargas, Lawson-Remer, Montgomery Steppe, Desmond

ABSENT: Anderson

State of California)  
County of San Diego) §

I hereby certify that the foregoing is a full, true and correct copy of the Original entered in the Minutes of the Board of Supervisors.

ANDREW POTTER  
Clerk of the Board of Supervisors



Signed  
by Andrew Potter