



TERRA LAWSON-REMER

VICE-CHAIR

**SUPERVISOR, THIRD DISTRICT
SAN DIEGO COUNTY BOARD OF SUPERVISORS**

AGENDA ITEM

DATE: June 24, 2025

02

TO: Board of Supervisors

SUBJECT

APPROVE ADJUSTMENT OF COMPENSATION FOR THE CHIEF ADMINISTRATIVE OFFICER (CAO), CLERK OF THE BOARD, AND PROBATION CHIEF; APPROVE AN EMPLOYMENT CONTRACT FOR THE PROBATION CHIEF; AND, APPROVE CONTRACT AMENDMENTS FOR THE CAO AND CLERK OF THE BOARD (DISTRICTS: ALL)

OVERVIEW

The Board of Supervisors completed 2025 performance evaluations for the following Board appointed executives: Chief Administrative Officer (“CAO”), Clerk of the Board, and Chief Probation Officer (“Probation Chief”). Today's action approves a salary increase for the CAO, Clerk of the Board, and the Probation Chief. In addition, today’s action approves a new employment contract and amendments to existing employment contracts.

RECOMMENDATION(S)

VICE-CHAIR TERRA LAWSON-REMER

1. Approve adjustments to the pay for the Chief Administrative Officer (CAO), Clerk of the Board, and Chief Probation Officer (Probation Chief). The compensation for the CAO is set at an hourly rate of \$197.51 effective June 27, 2025. Clerk of the Board is set at an hourly rate of \$113.55 effective June 27, 2025; and compensation for the Probation Chief is set at an hourly rate of \$137.61 effective June 27, 2025.
2. Approve the Employment Agreement between the County of San Diego and the Probation Chief and authorize the Vice Chair of the Board of Supervisors to execute the agreement.
3. Approve the Amendment to the Employment Agreement between the County of San Diego and the CAO and authorize the Vice Chair of the Board of Supervisors to execute the agreement.
4. Approve the Amendment to the Employment Agreement between the County of San Diego and the Clerk of the Board and authorize the Vice Chair of the Board of Supervisors to execute the agreement.

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EQUITY IMPACT STATEMENT

This action is requested to compensate experienced leaders in their respective capacities as CAO, Clerk of the Board, and Probation Chief. 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 2025-26 Operational Plan.

BUSINESS IMPACT STATEMENT

N/A

ADVISORY BOARD STATEMENT

N/A

BACKGROUND

Pursuant to section 501 of the County Charter, the Board of Supervisors is the appointing authority for the CAO, Clerk of the Board, and Probation Chief. As the appointing authority, the Board of Supervisors conducts their respective employee performance evaluation. Today's action approves the salary adjustment for the CAO, Clerk of the Board, and Probation Chief consistent with their respective 2025 evaluations. Today's action is also in accordance with the CAO and Clerk of the Board's respective employment agreements.

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LINKAGE TO THE COUNTY OF SAN DIEGO STRATEGIC PLAN

Today's action supports the strategic initiative to Empower by compensating the CAO, Clerk of the Board, and Probation Chief for time served in that role and by investing in our workforce and operations by providing support services and excellent customer service to ensure continuity of operations remains at its best and keep the County employees positive and empowered.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Terra Lawson-Remer', with a stylized flourish at the end.

TERRA LAWSON-REMER
Supervisor, Third District

ATTACHMENT(S)

Attachment A - Employment Agreement for Probation Chief

Attachment B - Amendment to the Employment Agreement for CAO

Attachment C - Amendment to the Employment Agreement for Clerk of the Board