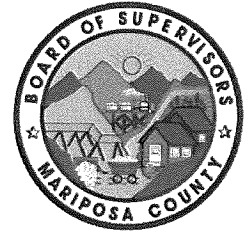


MARIPOSA COUNTY

Administration • 966-3222



RESOLUTION - ACTION REQUESTED 2021-377

MEETING: June 22, 2021

TO: The Board of Supervisors

FROM: Dallin Kimble, County Administrative Officer

RE: Appoint Debra Willis Interim Building Official

RECOMMENDATION AND JUSTIFICATION:

Appoint Debra Willis as Interim Building Director Effective July 1, 2021 at a Salary of \$10,672 Per Month.

After eleven (11) years of service to the County, Building Director Michael Kinslow informed the Board of his intent to retire on May 18, 2021. Mr. Kinslow's retirement will be effective on June 30, 2021.

To ensure the continued smooth operation of the Building Department in Mr. Kinslow's absence, the Board directed staff to bring this item to appoint an interim building director from among existing staff. Debra Willis is the only credentialed building official (other than Mr. Kinslow) in the department. She has been working for Mariposa County for more than eighteen (18) years and, if appointed, will be supported by a strong staff team, including fellow department heads and the Board of Supervisors.

Out of class pay for serving in the director role, pursuant to the County's agreement with Service Employee International Union (SEIU), would entitle Ms. Willis to the full monthly salary of the director position, or \$10,672 per month, for as long as the interim duties are in place. Despite this temporary increase in salary, the Building Department will save approximately \$4,700 per month from the vacancy of the director position.

As this item is a response to previous Board direction, staff recommends approval at this time.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

On June 1, 2021, the Board of Supervisors discussed the retirement of Mr. Kinslow and future leadership for the building department. Staff was directed to bring this item to appoint an interim director from among the existing building department team. Staff was further directed to continue researching long-term structural options for discussion and a future board meeting.

The Board has appointed interim directors of departments as necessary.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve. Staff will need direction on how to proceed.

RESULT: **ADOPTED [UNANIMOUS]**

MOVER: Miles Menetrey, District V Supervisor

SECONDER: Wayne Forsythe, District IV Supervisor

AYES: Smallcombe, Sweeney, Long, Forsythe, Menetrey