



SACHI A. HAMAI  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

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*"To Enrich Lives Through Effective And Caring Service"*

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# ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

12 September 19, 2017

LORI GLASGOW  
EXECUTIVE OFFICER

September 19, 2017

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

### **RELOCATION EXPENSES FOR ASSISTANT SHERIFF (UC) (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

#### **SUBJECT**

Recommendation to approve relocation expenses for Jill Serrano as Assistant Sheriff over Administrative and Technology Services in the Sheriff's Department.

#### **IT IS RECOMMENDED THAT THE BOARD:**

Approve reimbursement of up to \$10,000 for reasonable actual costs of relocating the family and personal residence of Ms. Serrano, and reimbursement for temporary housing rental costs.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended action is to authorize the payment of reasonable actual relocation expenses related to moving the family and personal residence of Ms. Jill Serrano to the Los Angeles County area, and temporary housing rental costs.

The Board of Supervisors approved the appointment of Ms. Serrano to the position of Assistant Sheriff (UC) at an annual base salary of \$220,369, effective May 7, 2017. Ms. Serrano has over 27 years of experience in the fields of finance and administration. Prior to her County appointment, Ms. Serrano was the Chief Financial Officer for the San Diego County Sheriff's Department, with responsibility for overseeing approximately 4,200 employees and an operating budget of \$760 million. Prior to that, Ms. Serrano served in several progressively responsible roles in the San Diego County's Chief Administrative Office, Public Safety Group.

As Assistant Sheriff, Ms. Serrano reports directly to the Sheriff, and provides strategic and operational leadership to Finance, Technology, Personnel, and Administration. More specifically, Ms. Serrano oversees approximately 2,000 employees across the following functional areas: financial programs, fiscal administration, facilities services and planning, labor relations and compliance, employee services, contract law enforcement, information systems, property management, lease negotiations, psychological services, and other administrative functions.

Given Ms. Serrano's extensive experience and the critical roles and responsibilities she performs as Assistant Sheriff, it is recommended that the Board of Supervisors authorize the payment of actual relocation expenses related to moving the family and personal residence of Ms. Serrano to the Los Angeles County area, and temporary housing rental costs.

### **Implementation of Strategic Plan Goals**

Approval of these recommendations will further the County of Los Angeles' Strategy III.3, Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability to continually assess our efficiency and effectiveness, maximize and leverage resources, and hold ourselves accountable.

### **FISCAL IMPACT/FINANCING**

The recommended relocation expenses and temporary housing rental costs will be paid from existing funds in the Sheriff's Department's budget.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Reimbursement of reasonable actual relocation expenses is appropriate for the newly-appointed Assistant Sheriff.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

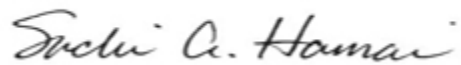
Implementation of these recommendations will provide leadership for the Sheriff's Department.

The Honorable Board of Supervisors

9/19/2017

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Respectfully submitted,

A handwritten signature in cursive script that reads "Sachi A. Hamai".

SACHI A. HAMAI

Chief Executive Officer

SAH:JJ:MM:MTK

NV:SO:AP:mst

c: Executive Office, Board of Supervisors  
County Counsel  
Sheriff  
Auditor-Controller  
Human Resources