



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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December 12, 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:

APPOINTMENT, SALARY, AND RELOCATION REIMBURSEMENT FOR EXECUTIVE DIRECTOR, ARTS COMMISSION ALL DISTRICTS (3 VOTES)

SUBJECT

Recommendation to appoint, set the salary, and approve relocation expenses for Ms. Kristin Sakoda, to serve as the Executive Director, Arts Commission at the Executive Office, Board of Supervisors.

IT IS RECOMMENDED THAT THE BOARD:

1. Appoint Ms. Kristin Sakoda to the position of Executive Director, Arts Commission at an annual salary of \$210,000, effective February 15, 2018.
2. Approve reimbursement of up to \$25,000 for reasonable actual relocation costs for Ms. Sakoda and reimbursement for temporary housing costs.
3. Instruct the Director of Personnel to execute an at-will employment contract, which is approved as to form by County Counsel.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended actions is to appoint the Executive Director, Arts Commission at the Executive Office, Board of Supervisors (Board) to set the salary for the position for Ms. Sakoda, and to authorize the payment of reasonable actual relocation costs for Ms. Sakoda to the Los Angeles County area and temporary housing costs.

Ms. Sakoda will plan, direct and coordinate the arts and cultural programs of Los Angeles County under the direction of the Board and the Los Angeles County Arts Commission. She will also manage the overall operational and administrative functions, including personnel, budget, and human resources. In addition to overseeing the Commission's nearly \$14 million annual operating budget, the Executive Director will direct the Commission's annual grant-making activities.

Ms. Sakoda has over 20 years of experience in the cultural arts field, including arts administration and legal counsel. Most recently, Ms. Sakoda served as the Deputy Commissioner and General Counsel at New York City Department of Cultural Affairs, where she was responsible for advising the Commissioner on a wide range of strategic, programmatic, legislative, and policy issues affecting the agency's priorities and cultural constituents.

Ms. Sakoda earned her Juris Doctor from New York University School of Law and her Bachelor of Arts in American Studies with specialization in Race and Ethnicity from Stanford University.

Given Ms. Sakoda's experience, it is recommended that the Board appoint Ms. Sakoda as Executive Director, Arts Commission, effective February 15, 2018, with an annual salary of \$210,000, and authorize the payment of actual relocation expenses for Ms. Sakoda to the Los Angeles County area and temporary housing 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 cost of the recommended annual salary will be absorbed within the Executive Office, Board of Supervisors' current budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The recommended salary will provide appropriate compensation to Ms. Sakoda to perform the duties of Executive Director, Arts Commission.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

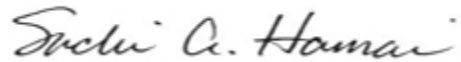
Implementation of these recommendations will provide leadership for the Arts Commission.

The Honorable Board of Supervisors

12/12/2017

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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:AB:mst

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