



**HEALTH & HUMAN
SERVICES AGENCY
DIRECTOR**



THE COUNTY

Yolo County, home to over 220,000 people, was one of the original 27 counties when California became a state in 1850. The majority of the County's population live within its four cities: Davis, West Sacramento, Winters, and Woodland. The state capitol, Sacramento, is located just 20 miles southeast of Woodland, and its proximity to the Sacramento International Airport, as well as two interstate highways, places Yolo County within a major transportation hub. Farming and ranching activities have also played an important role in making the County one of the leading agricultural producers in the nation.

The County offers excellent activities and cultural opportunities, including events at the Woodland Opera House and Mondavi Center for the Performing Arts. There are many outdoor adventures, including whitewater rafting along Cache Creek, bicycling on scenic country roads, and fishing and water-skiing along the Sacramento River. The City of West Sacramento is also home to the Sacramento River Cats, a AAA professional baseball team, and there are many locally organized sporting activities, including softball, basketball, soccer, and volleyball.

The County provides many educational opportunities, both public and private, from small, rural K-8 schools to the urban model of elementary and middle schools. High schools within the County have attained scholastic, athletic, and extra-curricular success and enjoy strong community support. In addition to the University of California at Davis, the County is home to the Woodland Community College and Cambridge Junior College, with California State University, Sacramento within easy commuting distance.

Yolo County is governed by an elected five-member Board of Supervisors who serve four-year terms. The County is organized into functional areas including General Government, Health and Human Services, Law and Justice Services, and Planning and Public Works. With 6.9 employees per 1,000 residents, Yolo County provides services throughout the County playing three very different roles:

1. As a regional government, the County provides services, including elections, criminal prosecutions, and public health.
2. For the residents of the unincorporated areas, Yolo County provides all the municipal services a city would provide, including patrol services, trash collection, and road maintenance.
3. As a political subdivision of the State, the County provides state and federal services including child



protective services, public assistance/self-sufficiency services, and mental health services.

The County is supported by a FY 2021-22 budget of approximately \$570 million and more than 1,600 full-time equivalent positions. The 2020-2025 Strategic Plan guides Yolo County and enables the organization to operate with a unified perspective. The County's adopted core values are service, performance, integrity, responsibility, innovation, and teamwork. The County has Strategic Plan Goals of having thriving residents, safe communities, a sustainable environment, flourishing agriculture, and a robust economy. For the next five years, the Yolo County Board of Supervisors will use the Plan to align goals and actions, set policies, and prioritize funding and resources.

THE AGENCY

The Health and Human Services Agency (HHSA) of Yolo County provides services that advance the County's mission of ensuring residents are healthy, safe, and economically stable. Services include:

- Child and Adult Protective Services
- Communicable Disease Prevention and Control
- Emergency Medical Services
- Emergency Preparedness and Response
- Employment Services
- Health Education
- Immunizations
- In Home Support Services
- Public Assistance Programs
- Public Health Nursing Services
- Mental Health Services
- Substance Abuse Services
- Vital Records

The agency also provides assistance with Welfare, including CalFresh, Cal-Learn, CalWORKS, Medi-Cal,

Refugee Cash Assistance, Volunteer Income Tax Assistance, Welfare-to-Work, Women, Infants & Children (WIC), and YoloWorks. The Agency consists of approximately 716 full time employees and has an operating budget of approximately \$198 million in fiscal year 2021/2022.

THE POSITION

The Health & Human Services Director plans, organizes, administers, and directs the activities and operations of the Health and Human Services Agency under general policy direction of the County Board of Supervisors and within federal and state laws. They initiate, direct, and provide leadership in the delivery of the integrated health and human services and related administrative services and provide highly responsible and complex administrative support to the County Administrator. The Director manages a comprehensive health and human services delivery system and is responsible for all programs within the department. This is an at will position that serves as a member of the County's executive management team and provides advice and counsel to the County Administrator regarding strategic policy. The Director is also responsible to further the Department's and County's goals within general policy guidelines. Other responsibilities may include but are not limited to:

- Directing all operations of the Health and Human Services Agency in a manner that coordinates service delivery for a holistic approach to serve each individual client.
- Formulating goals, policies, and procedures for the Agency.
- Overseeing the development and administration of the Health and Human Services coordinated budgets; directing the forecast of additional funds; monitoring and approving expenditures; implementing mid-year adjustments; and directing searches for new funding sources to enhance the delivery of services.
- Selecting, assigning, directing, evaluating performance, and overseeing training and development of the Department's senior leadership team.
- Working in partnership with the County Administrator, Board of Supervisors, and other County directors to solve both major and minor systemic issues.
- Overseeing the development, negotiation, and administration of various contracts for health and human services; monitoring and evaluating services provided to the community.



- Attending and participating in professional group meetings; providing leadership in local and statewide efforts to enhance the public sector health and human services.
- Performing other related duties as assigned.

THE IDEAL CANDIDATE

The County of Yolo is seeking a collaborative, strategic, and experienced leader to serve as the new Health and Human Services Agency Director. The ideal candidate is even tempered with excellent communication skills, both orally and in writing. The new Director has the ability to create cohesion, inspire staff, and listen to the staff's needs and feedback. The successful candidate has high political acumen and has the proven ability to build and maintain successful relationships.

The ideal candidate has knowledge of advanced principles and practices of program development and administration, as well as executive leadership to direct a large and diversified workforce through subordinate management and supervisory staff. The new Director must understand principles and practices of government budget and development, financial forecasting, and analysis. The ability to identify and respond to sensitive community and organizational issues, concerns, and needs is essential. The ideal candidate must coordinate and integrate program components in a cohesive and effective service delivery system; research, analyze, and evaluate new service delivery methods and techniques; exercise initiative, ingenuity, and

sound judgement to solve difficult fiscal and administrative problems; and motivate, develop, and direct people as they work. The Director will also make policy decisions based on the analysis, interpretations, and implementation of complex laws, ordinances, rules, and regulations; will prepare and deliver effective public presentations; and will prepare clear and concise reports, correspondence, policies, and other written materials.

Qualified candidates possess a Bachelor's Degree from an accredited college or university in public administration, business administration, health administration, public health, psychology, social science, social work, behavioral sciences, or a related field; and must have five (5) years of progressively responsible senior management experience in the delivery of health care, mental health, and /or social services programs. A Master's Degree in the above fields is highly desirable. Experience in a local government agency providing health and human services in an integrated environment is preferred.

COMPENSATION

The salary for the Health and Human Services Agency Director is \$188,696 to \$229,368 and placement within this range is dependent on experience and qualifications of the selected candidate. The County also offers an outstanding benefits package, including:

Retirement - CalPERS Formulas: Classic Members hired prior to January 01, 2013: 2.5% at age 55 with 8% employee contribution OR 2% at age 62 with 6.75% employee contribution for new members hired into a CalPERS agency for the first time after January 1, 2013. The County participates in Social Security and Medicare programs.

Health Benefits - The County offers twelve health plans (8 HMO's and 3 PPO's). Each employee currently receives a benefit package of \$2,120.58 monthly to purchase health, dental, and vision insurance; remaining balance paid to the employee as taxable earnings.

Life Insurance - The County provides a \$50,000 life and AD&D policy.

Auto Allowance - \$570 per month.

Deferred Compensation - The County provides \$500 each calendar year when a Department Head contributes a minimum of \$500.

Annual Leave Benefits - Holidays - 10.5 holidays per year, Floating Holidays - 40 hours, Administrative Leave - 80 hours, Vacation - starting at 80 hours (begins accruing after 13 bi-weekly pay periods) with increase to 104 hours after five years of service, Sick Leave - 96 hours.

Longevity Pay Differential - 2.5% at 10 years, 5% at 15 years.

TO APPLY

If you are interested in this outstanding opportunity, please apply online at:

www.bobmurrayassoc.com

Filing Deadline:

May 8, 2022

Following the filing deadline, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Bob Murray & Associates. Candidates will be advised of the status of the recruitment following finalists' selection. Finalist interviews will be held with the County of Yolo. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval.

If you have any questions, please do not hesitate to call Gary Phillips at:

(916) 784-9080

