

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA**  
**and for Special Districts, Agencies and Authorities Governed by the Board**

Adopted this Resolution on 11/09/2021 by the following vote:

**AYE:**

**NO:**

**ABSENT:**

**ABSTAIN:**

**RECUSE:**



**Resolution No. 2021/376**

**In the Matter of:** The Side Letter Agreement between the County of Contra Costa and the District Attorney Investigators' Association, adding Section 15.5 "Certification Rule."

The Contra Costa County Board of Supervisors acting solely in its capacity as the governing board of the County of Contra Costa **RESOLVES THAT:**

The attached Side Letter Agreement dated October 27, 2021, between Contra Costa County and the District Attorney Investigators' Association, be **ADOPTED**.

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

**Contact:** Alvan Mangalindan, (925) 655-2072

**ATTESTED: November 9, 2021**

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

**cc:** Ann Elliot, Director of Human Resources, Jason Chan, District Attorney Chief of Administrative Services, Paul Reyes, Senior Deputy County Administrator



Contra  
Costa  
County

To: Board of Supervisors  
From: Monica Nino, County Administrator  
Date: November 9, 2021

Subject: Side Letter to amend MOU with DAIA, to add new Section 5.15 - Certification Rule

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**RECOMMENDATION(S):**

ADOPT Resolution No. 2021/376 approving a Side Letter between Contra Costa County and the District Attorney Investigators' Association, adding new Section 5.15 - Certification Rule to the current Memorandum of Understanding (July 1, 2019 - June 30, 2023).

**FISCAL IMPACT:**

This is a change to administrative process and has no direct fiscal impact.

**BACKGROUND:**

This side letter amends the Memorandum of Understanding (MOU) between the County and the District Attorney Investigators' Association (July 1, 2019 - June 30, 2023) to add new Section 5.15 - Certification Rule, which will allow for the referral of the entire employment list for the classification of District Attorney Senior Inspector (Job Code - 6KVA).

The terms of the side letter will expire on June 30, 2023. Except as specifically amended or excluded by the side letter, all other terms and conditions of the MOU between the County and DAIA (July 1, 2019 - June 30, 2023) remain unchanged by the side letter.

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APPROVE

OTHER

RECOMMENDATION OF CNTY  
ADMINISTRATOR

RECOMMENDATION OF BOARD  
COMMITTEE

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Action of Board On: **11/09/2021**  APPROVED AS RECOMMENDED  OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: November 9, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

Contact: Alvan Mangalindan,  
(925) 655-2072

By: June McHuen, Deputy

CONSEQUENCE OF NEGATIVE ACTION:

If the side letter of agreement is not approved, the current certification process for the District Attorney Senior Inspector (Job Code - 6KVA) classification will continue until an alternative process is adopted.

ATTACHMENTS

Resolution 2021/376

DAIA Side Letter 10-27-2021

**SIDE LETTER AGREEMENT  
BETWEEN  
CONTRA COSTA COUNTY AND  
THE DISTRICT ATTORNEY INVESTIGATORS' ASSOCIATION**

This Side Letter is by and between the District Attorney Investigators' Association ("DAIA") and Contra Costa County ("County") and is effective on 11/9/2021 following approval of the Board of Supervisors.

This side letter amends the Memorandum of Understanding between the County and DAIA (July 1, 2019- June 30, 2023) to add a new Section 5.15 – Certification Rule, that allows for the referral of the entire employment list in rank order (commonly referred to as the Rule of the List) for the classification of District Attorney Senior Inspector (Job Code – 6KVA), as follows:

5.15 Certification Rule. On each request for personnel from an open employment list for the classification of District Attorney Senior Inspector (Job Code – 6KVA), all names shall be certified. The appointing authority must, before selection, contact the eligibles and interview all interested eligible above the rank of the person selected for appointment.

The terms of this Side Letter will expire on June 30, 2023. Except as specifically amended or excluded by this Side Letter, all other terms and conditions of the MOU between the County and DAIA (July 1, 2019- June 30, 2023) remain unchanged by this Side Letter.

Date: 10/27/2021

**Contra Costa County:**  
(Signature / Printed Name)

[Signature] / Alvany Mangalindan  
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**DA Investigators' Association:**  
(Signature / Printed Name)

[Signature] / AARON ROSS - PRESIDENT  
[Signature] / SEAN ERIKSEN - V P  
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