

# EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

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## *AGENDA OF JULY 28, 2021*

### *REGULAR MEETING*

**TO:** Tim Palmer, Chair, and  
Members of the El Dorado County Local Agency Formation  
Commission

**FROM:** Mala Subramanian, General Counsel

**AGENDA ITEM #7:** INTERIM EXECUTIVE OFFICER EMPLOYMENT AGREEMENT  
WITH ERICA SANCHEZ

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#### **RECOMMENDATION**

Authorize the Chair to execute the Interim Executive Officer Employment Agreement with Erica Sanchez.

#### **BACKGROUND**

José Henríquez has served as Executive Officer since November 14, 2005 and recently announced his resignation effective July 2, 2021. LAFCO would like to appoint Erica Sanchez as Interim Executive Officer effective July 6, 2021.

Erica Sanchez currently serves as the Assistant Executive Officer for El Dorado LAFCO. She has been with LAFCO since 2006, promoted from her original position as Policy Analyst in 2018.

Ms. Sanchez is primarily responsible for proposals filed with LAFCO, providing overall project management, data collection and analysis, report preparation, public and local agency contact, and proposal recommendations on routine jurisdictional changes and complex reorganizations.

She also conducts municipal service reviews related to the provision of local governmental services; performs analysis relating to the California Environmental Quality Act (CEQA), including reviewing and commenting on CEQA documents necessary for LAFCO action; coordinates with El Dorado County on maintenance of local agency Geographic Information Systems (GIS) shapefiles and preparation of all LAFCO GIS maps; updates the Commission on pending legislative matters which may affect LAFCO; presents summarized information and recommendations to the Commission; and provides managerial assistance to the Executive Officer, as needed.

Erica holds a B.A. degree in Economics from California State University, Sacramento.

The Agreement provides for the same benefits as Ms. Sanchez current receives and starting July 6, 2021, and continuing for the duration of this interim appointment, compensation at Step 1 of the Executive Officer position (\$44.61/hour, which equates to one-thousand, seven hundred eighty-four dollars and forty cents each week), payable on a salaried, pro-rata basis in the same manner as other LAFCO employees, subject to all applicable payroll taxes and withholdings.

Attachment

Attachment A: Interim Executive Officer Employment Agreement