



County of San Mateo

Inter-Departmental Correspondence

Department: HUMAN SERVICES AGENCY

File #: 20-115

Board Meeting Date: 3/10/2020

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Ken Cole, Director, Human Services Agency
Subject: Appointment of the San Mateo County Veterans Service Officer

RECOMMENDATION:

Adopt a resolution setting qualifications for, and compensation of, the County Veteran Service Officer for San Mateo County and appointing Ed Kiryczun as the County Veteran Service Officer.

BACKGROUND:

The San Mateo County Veterans Services Office is organizationally a part of the County Human Services Agency. Section 451 of Title 12 of the California Code of Regulations states that, as a condition of receipt of certain State of California funds for veterans services, the Board of Supervisors must appoint a veteran to serve as the County Veteran Service Officer (CVSO). In addition to being a veteran of at least one of the components of the United States Armed Forces, the CVSO must achieve accreditation from the California Department of Veterans Affairs (CalVet) within one year after appointment, and maintain such accreditation during the entire term of service as the San Mateo County CVSO.

The CVSO position has been vacant since November 15, 2019 when the prior CVSO resigned. Ed Kiryczun currently serves as a Human Services Manager II in the Human Service Agency and he has been acting as the CVSO role since December 15, 2019, and I recommend that the Board of Supervisors appoint him to serve as the new CVSO. The compensation for the CVSO is set forth in the San Mateo County Salary Resolution (Board of Supervisors Resolution 077139).

DISCUSSION:

Ed Kiryczun, a veteran of the United States Marine Corps, was appointed as the Human Services Manager II for the County Veterans Services Office on December 15, 2019. Given his background, professional qualifications, and his service to date, I recommend that he be appointed to serve as the San Mateo County CVSO. Ed will begin the California Department of Veterans Affairs (CalVet)'s California Veteran Service Representative Academy training from January 27 to 29, 2020, and is expected to achieve accreditation from CalVet after successfully passing an accreditation examination before October 2020. The Human Services Agency will support and monitor Mr.

Kiryczun's progress in achieving accreditation and his ongoing maintenance of accreditation.

FISCAL IMPACT:

This Appointment is funded using \$65,000 from CalVets subvention funding, Net County Cost, and Measure K. Budgetary appropriations for this appointment are included in FY 2019-20 Adopted Budget and FY 2020-21 Preliminary Recommended Budget. There is no additional net county cost associated to the recommended action.