

# DRAFT - SUBJECT TO CHANGE

Agenda Item #: 5D-1

## PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

### AGENDA ITEM SUMMARY

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**Meeting Date:** June 2, 2026       Consent       Regular  
    Ordinance       Public Hearing

**Department:** Human Resources

**Submitted By:** Human Resources

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### I. EXECUTIVE BRIEF

**Motion and Title:** **Staff recommends motion to approve:** an Employment Contract with Kalinthia Dillard, chosen by the Inspector General (IG) Committee to become Palm Beach County's Inspector General.

**Summary:** A designated Commissioner from the Commission on Ethics, with the assistance of the Human Resources Department and the County Attorney's Office, has negotiated a four (4) year Employment Contract with Kalinthia Dillard. The Employment Contract provides for a four (4) year term beginning June 23, 2026, a starting salary of \$280,000 per year, an automobile allowance, and includes benefits similar to those provided to all County employees. The salary, automobile allowance and benefits represent no fiscal change in comparison to the current Inspector General's contract.

In accordance with Ordinance 2011-009, the Employment Contract is hereby presented for approval by a majority of the Board of County Commissioners (BCC). **Countywide (DB)**

**Background and Policy Issues:** On March 5, 2026, the IG Committee, which is comprised of the Commission on Ethics, the State Attorney, and the Public Defender, interviewed the remaining two (2) finalists for the position of Inspector General. Following the public interview process, the selection committee named Kalinthia Dillard to fill the position of Inspector General.

The contract of employment with the Inspector General is required by Ordinance to be substantially consistent with the terms included in the contracts of other County employees.

**Attachments:**

1. Employment Contract

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**Recommended by:** \_\_\_\_\_

Department Director

Date

May 19, 2026

**Approved By:** \_\_\_\_\_

Deputy County Administrator

Date



**EMPLOYMENT AGREEMENT – INSPECTOR GENERAL**

This Agreement is made and entered into this 2nd day of June, 2026, by and between Palm Beach County, a political subdivision of the State of Florida, through its Board of County Commissioners (hereinafter “County”) whose address is 301 N. Olive Avenue, West Palm Beach, Florida, 33401, and Kalinthia Dillard (hereinafter also referred to as “Dillard”) an individual residing in Palm Beach County, Florida.

**WITNESSETH**

WHEREAS, on March 5, 2026, the Inspector General Committee selected Dillard for the position of Inspector General, subsequent to a selection process; and

WHEREAS, Dillard has accepted the position of Inspector General, commencing on June 23, 2026, subject to the terms and conditions set forth herein below; and

WHEREAS, Section 2-425 of the Code of Laws and Ordinances Relating to Palm Beach County Government (hereinafter “Code”) provides that, before any contract becoming effective, it must be approved by a majority of the Board of County Commissioners (hereinafter “Board”) present at a regularly scheduled meeting; and

WHEREAS, the Board finds this Agreement to be in the best interest of the County and public.

NOW, THEREFORE, in consideration of the promises and of the mutual covenants hereinafter set forth and for such other good and valuable consideration, the receipt of which the parties hereto expressly acknowledge, the parties covenant and agree to the following terms and conditions:

**1. TERM OF AGREEMENT**

1.1 The County shall employ Kalinthia Dillard as the Inspector General of Palm Beach County pursuant to Article XII of the Code, for four (4) years commencing on June 23, 2026, and ending on June 23, 2030, subject to the renewal provisions set forth in Section 4 of this Agreement.

## **2. SALARY AND BENEFITS**

2.1 The County shall pay Dillard an initial salary of \$280,000.00 annually, and a continuing annual contribution into the NACo Deferred Compensation Program in the maximum amount allowed by law, and more specifically, the Internal Revenue Service Regulation, inclusive of any catch-up provisions, to be paid in twenty-six (26) equal payments coinciding with the County's bi-weekly pay periods. Dillard will receive across-the-board/cost-of-living salary increases at the same percentage as other County employees as determined by the Board of County Commissioners during its budget process. Dillard will not receive a performance-based salary increase.

2.2 The County shall pay Dillard an additional contribution to her base salary in lieu of car allowance in the amount of \$550 per month.

2.3 The County shall provide Dillard with all the benefits accruing to County employees under the County's Merit Rules and Regulations for administrative and executive positions, except to the extent modified by this Agreement. Dillard shall be entitled to the same health, life, and disability insurance; retirement and pension benefits; sick, annual, holiday, administrative, and other leave; and other working conditions or fringe benefits as now exist, or as may be amended, for employees serving in comparable administrative or executive positions. To the extent permitted by applicable law, Dillard shall be entitled to apply for participation in the Senior Management Service Class of the Florida Retirement System. The County shall take all steps reasonably necessary to process or support such participation, including any required application, certification, designation,

or documentation, subject to approval by the State of Florida or other applicable authority.2.4

Notwithstanding the above, the County shall allow Dillard a one-time conversion of 80 hours of sick leave to vacation leave.

### **3. ORGANIZATIONAL DUES**

3.1 The County shall budget and pay for all bar dues and Association of Inspectors General National and Florida Chapter membership fees for Dillard.

### **4. RENEWAL & TERMINATION**

4.1 The Inspector General Committee shall provide notice of its decision to renew or not to renew this Agreement at least six (6) months prior to its termination.

4.2 This Agreement may be terminated by the County, only in accordance with the removal provisions set forth in Section 2-430 of the Inspector General Ordinance. No provision of this Agreement shall be construed to permit removal or termination in a manner inconsistent with the Inspector General Ordinance. Notwithstanding the foregoing, to the extent the Inspector General Ordinance conflicts with any Florida and/or Federal statutes as it relates to termination, said statutes shall prevail.

### **5. OTHER TERMS AND CONDITIONS OF EMPLOYMENT**

5.1 All regulations and rules of the County relating to vacation and sick leave, retirement and pension system contributions, holidays and other fringe benefits, and working conditions as they may now exist, or hereafter be amended, except to the extent specifically set forth in this Agreement, shall apply to Dillard as they apply to other employees of the County.

5.2 Pursuant to Section 2-425 of the Code, Dillard may not represent a political party or be on any executive committee thereof, or seek public office during her term of service, and shall not seek public office or employment with any public entity subject to the jurisdiction of the

Inspector General for four (4) years thereafter. In the event that this time provision is reduced by court order or by amendment to the governing ordinance, this term shall automatically adjust accordingly. Nothing in this section shall prohibit Dillard from seeking selection, appointment, reappointment, or renewal as Inspector General for a subsequent term. Additionally, Dillard may not be a lobbyist, as defined in Section 2-352 of the Code, for two (2) years after her term of service.

**6. DEFEND AND INDEMNIFY**

6.1 The County shall defend, indemnify and hold Dillard harmless for any and all claims or actions in her individual capacity for omissions or acts performed in the course and scope of her employment as the Inspector General, consistent with the provisions of Section 768.28, Florida Statutes, as amended.

**7. GENERAL PROVISIONS**

7.1 This document shall constitute the entire Agreement between the parties. This Agreement shall become effective when signed by the last party to the Agreement. All the provisions contained in this Agreement are subject to applicable provisions of Florida laws, charter provisions, and local ordinances. Such laws shall take such precedence over any part or portion of provisions as contained herein. Nothing within this Agreement can be modified, amended, or revoked except by and with the express written consent of both County and Dillard.

7.2 The invalidity of any article, paragraph, provision, clause, or any portion thereof of this Agreement shall have no effect upon the validity of any other part or portion hereof.

7.3 Any conflict between this Agreement and the Inspector General Ordinance, as amended, shall be resolved in favor of the Inspector General Ordinance.

7.4. This Agreement shall be governed by the law of the State of Florida; venue for any action arising from this Agreement shall be in a court of competent jurisdiction in Palm Beach County.

#### **8. EXCLUSIVE EMPLOYMENT**

Dillard shall remain in the exclusive employ of the Office of Inspector General during the term of this Agreement and shall not accept other paid employment except as permitted by this Agreement and applicable law. Nothing in this section shall prohibit Dillard from engaging in unpaid volunteer, civic, charitable, bar association, professional association, educational, religious, community, or similar service activities, provided such activities do not conflict with her duties as Inspector General, create a conflict of interest, or interfere with the performance of her official duties. Dillard may engage in occasional paid writing, consulting, teaching, speaking, training, or professional education activities, performed during time off, provided such activities comply with applicable laws, County policy, and other requirements, including but not limited to section 112.311, et. seq., Florida Statutes, "Code of Ethics," and other applicable ordinances. Office of Inspector General business shall take precedence over all outside professional demands or commitments.

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IN WITNESS WHEREOF the parties hereto have set their hands and seal on the day set forth above.

**ATTEST:**  
**MICHAEL A. CARUSO**  
**CLERK & CONTROLLER**

**PALM BEACH COUNTY**  
**BOARD OF COUNTY**  
**COMMISSIONERS**

By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Sara Baxter, Mayor

By:   
Kalinthia Dillard

**APPROVED AS TO**  
**LEGAL SUFFICIENCY**

By: \_\_\_\_\_  
County Attorney's Office