

**BOARD OF SUPERVISORS**

REX BOHN  
Chair - First District  
ESTELLE FENNEL  
Vice-Chair - Second District  
MIKE WILSON  
Third District  
VIRGINIA BASS  
Fourth District  
STEVE MADRONE  
Fifth District



**COUNTY STAFF**

AMY S. NILSEN  
County Administrative Officer  
JEFFREY S. BLANCK  
County Counsel  
KATHY HAYES  
Clerk of the Board

**COUNTY OF HUMBOLDT  
BOARD OF SUPERVISORS  
825 FIFTH STREET  
EUREKA, CA 95501  
SUPERVISORS' CHAMBER, FIRST FLOOR**

**AGENDA**

**Tuesday, August 20, 2019**

**9:00 AM**

**Regular Meeting**

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**A. SALUTE TO THE FLAG**

**B. MODIFICATIONS TO THE AGENDA**

**C. CONSENT CALENDAR**

*These matters are routine in nature and are usually approved by a combined single vote.*

**Agricultural Commissioner**

1. Approval of Cooperative Agreement No. 19-0625-000-SA, Nursery Inspection Program Contract

***Recommendation:*** That the Board of Supervisors:

1. Approve Standard Agreement No. 19-0625-000-SA, known as the Nursery Inspection and Enforcement Program contract with the California Department of Food and Agriculture in the amount of \$1,673.00;
  2. Authorize the Chair to sign the original agreement, and direct the Clerk of the Board to return all signed copies to the Agricultural Commissioner's office for further processing; and
  3. Grant a waiver from the provisions of the Nuclear Free Ordinance.
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**Attachments:** [Staff Report](#)  
[Nursery Agreement 19-0625-000-SA](#)  
[Executed Agreement.pdf](#)

2. Approval of Cooperative Agreement No. 19-0267-021-SF Sudden Oak Mortality Regulatory Program Contract

**Recommendation:** That the Board of Supervisors:

1. Approve Cooperative Agreement No. 19-0267-021-SF known as the Sudden Oak Mortality Regulatory Program contract with the California Department of Food and Agriculture;
2. Authorize the Chair to sign the original agreement, and direct the Clerk of the Board to return the signed agreement to the Agricultural Commissioner's office for further processing; and
3. Grant a waiver from the provisions of the Nuclear Free Ordinance.

**Attachments:** [Staff Report](#)  
[SOD Agreement 19-0267-021-SF](#)  
[Executed Agreement.pdf](#)

3. Approval of Cooperative Agreement No. 18-0684-000-SA, Industrial Hemp Cultivation Program Agreement in the Amount of \$2,000.00 and Supplemental Budget (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors:

1. Approve Cooperative Agreement No. 18-0684-000-SA, known as the Industrial Hemp Cultivation Program agreement and attached supplemental budget (4/5 vote required);
2. Authorize the Chair to sign the agreement and return all copies to the Agricultural Commissioner's Office for further processing;
3. Direct the Auditor-Controller to execute the attached supplemental budget; and
4. Grant a waiver from the provisions of the Nuclear Free Ordinance.

**Attachments:** [Staff Report](#)  
[Industrial Hemp Agreement 18-0684-000-SA](#)  
[CACASA-CDFA Industrial Hemp MOU](#)  
[Supplemental Budget Industrial Hemp Agreement](#)  
[Executed Agreement.pdf](#)

4. Approval of Standard Agreement No. 19-0064, High-Risk Pest Exclusion Contract in the Amount of \$20,534.75

**Recommendation:** That the Board of Supervisors:

1. Approve Standard Agreement No. 19-0064, the High-Risk Pest Exclusion Program Contract with the California Department of Food and Agriculture;

2. Authorize the Chair to sign the original agreement, one copy of the cover page and the Contractor Certification Form, and direct the Clerk of the Board to return all copies to the Agriculture Department for further processing;
3. Grant a waiver from the provisions of the Nuclear-Free Ordinance.

**Attachments:** [Staff Report](#)  
[High-risk Agreement 19-0064](#)  
[Contractor Certification \(CCC 4-2017\)](#)  
[Executed Agreement.pdf](#)

### **Assessor**

5. Approve Unfreezing 2.0 Full-Time Equivalent (FTE) Principal Appraiser Positions in Budget Unit 113 (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors:  
1. Approve the unfreezing of 2.0 FTE Principal Appraiser positions (class 0656, salary range 433, position 01 and 02), effective immediately (4/5 vote required).

**Attachments:** [Staff Report](#)

### **Board of Supervisors**

6. Breastfeeding Awareness and Promotion Week Proclamation (Supervisor Virginia Bass)

**Recommendation:** That the Board of Supervisors:  
1. Adopt the Proclamation.

**Attachments:** [Staff Report](#)  
[Proclamation](#)

7. Lieutenant Marco Luna Retirement Resolution (Supervisor Rex Bohn)

**Recommendation:** That the Board of Supervisors:  
1. Authorize the Chair to sign the resolution.

**Attachments:** [Staff Report](#)  
[Lieutenant Marco Luna Retirement Resolution .pdf](#)

8. Certificate of Appreciation to Marianne Pennekamp for 30 Years of Service on the Humboldt County Behavioral Health Board (Supervisor Mike Wilson)

**Recommendation:** That the Board of Supervisors:  
1. Authorize the Chair to sign the certificate of appreciation.

**Attachments:** [Staff Report](#)  
[Certificate.pdf](#)

9. Resolution Recognizing Judy Taylor on her Retirement (Supervisor Rex Bohn)

**Recommendation:** That the Board of Supervisors:  
1. Authorize the Chair to sign the resolution.

**Attachments:** [Staff Report](#)  
[Judy Taylor Resolution](#)

10. Appoint Brian Renner to the Aviation Advisory Committee as an At-Large Member (Supervisor Rex Bohn)

**Recommendation:** That the Board of Supervisors:  
1. Appoint Mr. Renner to the Aviation Advisory Committee as an At-Large Member.

**Attachments:** [Staff Report](#)  
[BrianRenner\\_Redacted.pdf](#)  
[Aviation Advisory CommitteeRedecated07022019.pdf](#)

11. Appoint Martha Spencer to the Williamson Act Advisory Commission Representing District 3 (Supervisor Mike Wilson)

**Recommendation:** That the Board of Supervisors:  
1. Receive and file the report.

**Attachments:** [Staff Report](#)  
[Williamson Act Advisory Committee08202019redacted.pdf](#)

**Clerk of the Board**

12. Approval of the Action Summary - Meeting of July 30, 2019

**Recommendation:** That the Board of Supervisors:  
1. Approve the Action Summary for the meeting of July 30, 2019 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

**Attachments:** [Staff Report](#)  
[Action Summary - Meeting of July 30, 2019.pdf](#)

13. Announcement of a Vacancy on the Humboldt County Behavioral Health Board

**Recommendation:** That the Board of Supervisors:  
1. Receive and file the report.

*Attachments:*        [Staff Report](#)  
[Letter from Behavioral Health Board.pdf](#)  
[Vacancy Notice.pdf](#)  
[BHBRoster.pdf](#)

14. Approval of the Action Summary - Meeting of August 7, 2019

*Recommendation:*    That the Board of Supervisors:  
1. Approve the Action Summary for the meeting of August 7, 2019 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

*Attachments:*        [Staff Report](#)  
[Action Summary - Meeting of August 7, 2019.pdf](#)

**County Administrative Office**

15. Second Amendment to the Services Agreement between the County of Humboldt and the Humboldt County Office of Education

*Recommendation:*    That the Board of Supervisors:  
1. Authorize the Chair of the Board, or Designee, to sign the Services Agreement Amendment as attached hereto in substantial form; and  
2. Direct the Clerk of the Board to return an executed copy of the attached amendment to the Executive Director of the Humboldt County Workforce Development Board (HC-WDB).

*Attachments:*        [Staff Report](#)  
[HCOE - Slingshot Trades - Fully Executed-cso.pdf](#)  
[HCOE Trades 1st Amendment - Fully Executed.pdf](#)  
[Second Amendment.pdf](#)  
[Executed Second Amendment.pdf](#)

16. Revised Americans with Disabilities Act (ADA) Compliance Effective Communication Policy

*Recommendation:*    That the Board of Supervisors:  
1. Adopt the attached revised ADA Compliance Effective Communication Policy.

*Attachments:*        [Staff Report](#)  
[Attachment 1 - Revised ADA Compliance Effective Communication Policy with T](#)  
[Attachment 2 - Revised ADA Compliance Effective Communication Policy](#)

17. Humboldt County Workforce Innovation and Opportunity Act Regional and Local Plans 2017-2021: 2-Year Modifications

*Recommendation:*    That the Board of Supervisors:

1. Approve and authorize the Chair to sign the Humboldt County Workforce Innovation and Opportunity Act (WIOA) Local Plan;
2. Approve the Humboldt County WIOA Regional Plan, no signature required; and
3. Direct the Clerk of the Board to return the executed copies of the WIOA Local Plan and approved Regional Plan to the Economic Development Department.

***Attachments:***[Staff Report](#)[Local and Regional Plan 2019-2021 Modifications.pdf](#)[Local Plan Modification Approval Letter.pdf](#)[North Coast County RPU Regional Plan Approval Letter.pdf](#)[Executed WIOA Local Plan and Regional Plan.pdf](#)**County Clerk/Recorder/Registrar of Voters**

18. Reallocate One Full-Time Equivalent (1.0 FTE) to a Senior Recordable Documents Examiner Position in Budget Unit 271

***Recommendation:*** That the Board of Supervisors:

1. Approve the reallocation of one full-time equivalent (1.0 FTE) Senior Microfilm Technician position (salary range 351, class 154) into 1.0 FTE Senior Recordable Documents Examiner position (salary range 342, class 158) in budget unit 271 effective immediately.

***Attachments:***[Staff Report](#)[Classification Review Request Signed.pdf](#)**Department of Health and Human Services: Administration**

19. Memorandum of Understanding (MOU) with Humboldt County Office of Education and Department of Health and Human Services - Child Welfare Services (DHHS-CWS) to Retain a Qualified Professional to Provide and Coordinate Educational Support for County Foster Youth (Title IV-E Foster Care Administrative Activities)

***Recommendation:*** That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the MOU with Humboldt County Office of Education for the period of July 1, 2019 through June 30, 2021 to provide and coordinate Educational Support for County Foster Youth (Title IV-E Foster Care Administrative Activities);
2. Authorize the DHHS - CWS Director to amend program elements of the agreement as necessary after review and approval by County Counsel and Risk Management for the term of July 1, 2019 through June 30, 2021; and
3. Direct the Clerk of the Board to route the fully executed agreement to DHHS-Contract Unit for further processing.

**Attachments:** [Staff Report](#)  
[HCOE MOU \(RM 8.8.19\)](#)  
[HCOE COI and Endorsement](#)  
[Executed MOU.pdf](#)

**Department of Health and Human Services: Mental Health**

20. Professional Services Agreement with Restpadd Health Corporation Regarding the Provision of Adult and Youth Psychiatric Inpatient Services to Eligible Medi-Cal Beneficiaries Residing in Humboldt County

**Recommendation:** That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Restpadd Health Corporation regarding the provision of adult and youth psychiatric inpatient services to eligible Medi-Cal beneficiaries residing in Humboldt County for the period of July 1, 2019 through June 30, 2021;
2. Authorize the Department of Health and Human Services - Mental Health Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with Restpadd Health Corporation after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return two fully executed original copies of the attached professional services agreement to the Department of Health and Human Services - Contract Unit for further processing.

**Attachments:** [Staff Report](#)  
[Restpadd Health Corp. FY 19-21](#)  
[Restpadd FY 19-20 Ins. CERT-1197825749](#)  
[Executed Agreement.pdf](#)

21. Professional Services Agreement with California Psychiatric Transitions, Inc. Regarding the Provision of Long-Term Residential Mental Health Treatment Services

**Recommendation:** That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with California Psychiatric Transitions, Inc. regarding the provision of long-term residential treatment services to adults with severe mental illnesses for the period of July 1, 2019 through June 30, 2022;
2. Authorize the Department of Health and Human Services - Mental Health Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with California Psychiatric Transitions, Inc. after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return one fully executed original copy of the attached professional services agreement with California Psychiatric Transitions,

Inc. to the Department of Health and Human Services - Contract Unit for further processing.

**Attachments:** [Staff Report](#)  
[California Psychiatric Transitions MHRC Services Agreement FY19-22](#)  
[CPT ACORD Form](#)  
[CPT Hum Workers Comp](#)  
[Executed Agreement.pdf](#)

**22. Professional Services Agreement with Alcohol Drug Care Services, Inc. Regarding the Provision of Residential Substance Use Disorder Treatment, Counseling and Detoxification Services**

**Recommendation:** That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Alcohol Drug Care Services, Inc. regarding the provision of residential substance use disorder treatment, counseling and detoxification services for the period of July 1, 2019 through June 30, 2020;
2. Authorize the Department of Health and Human Services - Mental Health Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with Alcohol Drug Care Services, Inc. after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return one executed original copy of the attached professional services agreement with Alcohol Drug Care Services, Inc. to the Department of Health and Human Services - Contract Unit for further processing.

**Attachments:** [Staff Report](#)  
[ADCS FY 2019-20 Agreement SIGNED \(RM 7-22-19\)](#)  
[D&O Policy 2019-05520-DO](#)  
[GL Policy 2019-05520](#)  
[Property Policy 2019-05520-PROP](#)  
[Umbrella Policy 2019-05520-UMB](#)  
[Executed Agreement.pdf](#)

**23. Professional Services Agreement with North Coast Substance Abuse Council, Inc. Regarding the Provision of Residential Substance Use Disorder Treatment and Counseling Services**

**Recommendation:** That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with North Coast Substance Abuse Council, Inc. regarding the provision of residential substance use disorder treatment and counseling services for the period of July 1, 2019 through June 30, 2020;
2. Authorize the Department of Health and Human Services - Mental Health Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with North Coast Substance Abuse



Council, Inc. after review and approval by County Counsel, Risk Management and the County Administrative Office; and

3. Direct the Clerk of the Board to return one fully executed original copy of the attached professional services agreement with North Coast Substance Abuse Council, Inc. to the Department of Health and Human Services - Contract Unit for further processing.

**Attachments:** [Staff Report](#)  
[Agreement with North Coast Substance Abuse Council, Inc. Regarding the Provisio](#)  
[NCSAC Insurance COI](#)  
[NCSAC WC Certificate](#)  
[Executed Agreement.pdf](#)

**24. Letters of Support for Behavioral Health State Legislative Bills Requested by the County Behavioral Health Board**

**Recommendation:** That the Board of Supervisors:

1. Authorize the Chair of the Board to sign the attached letters of support for various state legislative bills relating to mental health, as requested by the Humboldt County Behavioral Health Board.

**Attachments:** [Staff Report](#)  
[Letter Requesting Board Action from County Behavioral Health Board](#)  
[AB 577 \(Eggman\) Medi-Cal: Maternal Mental Health, Draft Support Letter](#)  
[AB 1098 \(O'Donnell\) Substance Use Disorders: Youth Programs, Draft Support Let](#)  
[AB 1352 \(Waldron\) Community Mental Health Services: Mental Health Boards, Dr](#)  
[SB 389 \(Hertzberg\) Mental Health Services Act, Draft Support Letter](#)  
[SB 445 \(Portantino\) Alcohol and Drug Treatment: Youth, Draft Support Letter](#)  
[Signed Letters.pdf](#)

**Department of Health and Human Services: Public Health**

**25. Grant Agreement #19-10355 with the California Department of Public Health (CDPH) Nutrition Education and Obesity Prevention Branch (NEOPB) for the Term of October 1, 2019 through September 30, 2022**

**Recommendation:** That the Board of Supervisors:

1. Approve the grant agreement #19-10355 with CDPH in an amount up to \$645,174 for the term of October 1, 2019 through September 30, 2022;
2. Authorize the Chair to sign four originals of the attached grant agreement #19-10355, one original Federal Terms and Conditions (Exhibit F), and one original of the Contractor Certifications (CCC 307);
3. Authorize the Director of Public Health, or designee, to sign any subsequent amendments and documents directly related to the grant agreement #19-10355 upon County Counsel and Risk Management review and approval; and
4. Direct the Clerk of the Board to return four signed originals of the grant

agreement, one executed original Federal Terms and Conditions (Exhibit F), and one executed original of the Contractor Certifications (CCC 307) to the Department of Health and Human Services (DHHS)- Contract Unit for transmittal to DHHS - Public Health.

***Attachments:***

[Staff Report](#)

[Grant Agreement Number 19-10355 with California Department of Public Health \(C "Exhibit F" Certification of Lobbying](#)

[Contractor Certification Clauses](#)

[Grant Agreement with Chair Signature.pdf](#)

[Exhibit F with Chair Signature.pdf](#)

[Executed Contractor Certification.pdf](#)

**26. Ground Ambulance Permits for Fiscal Year 2019-20**

***Recommendation:*** That the Board of Supervisors:

1. Authorize the Health Officer to renew ambulance operating permits for fiscal year (FY) 2019-20 for the following ground ambulance providers: Arcata-Mad River Ambulance for Service Area I (Northwest - Arcata/McKinleyville), K'ima:w Medical Center Rescue Ambulance for Service Area II (East - Hoopa), City Ambulance of Eureka for Service Area III (Central - Eureka) and Service Area IV (South - Fortuna and Garberville Sub-Zones), and Southern Trinity Area Rescue for Service Area IV (Southern Trinity/Eastern Humboldt - Highway 36).

***Attachments:***

[Staff Report](#)

[Arcata-Mad River Ambulance -- Service Area/Zone I](#)

[K'ima:w Medical Center Rescue Ambulance -- Service Area/Zone II](#)

[City Ambulance of Eureka -- Service Area/Zone III and IV](#)

[Southern Trinity Area Rescue -- Service Area/Zone IV](#)

**Human Resources**

**27. Amendment of the July 1, 2017 - June 30, 2020 Compensation Plan for American Federation of State, County & Municipal Employees (AFSCME) to include the New Job Class of Social Worker III**

***Recommendation:*** That the Board of Supervisors:

1. Adopt the new classification of Social Worker III (class 0727, salary range 475, unit 219) into the classification plan; and

2. Adopt Resolution No. \_\_\_\_\_ Attachment A approving the amendment of Appendix A of the July 1, 2017 - June 30, 2020 American Federation Of State, County & Municipal Employees (AFSCME) Memorandum of Understanding to include the new job class of Social Worker III (class 0727, salary range 475, unit 219) effective immediately following approval by the Board.

**Attachments:** [Staff Report](#)  
[Job Specification for Social Worker III](#)  
[Resolution.pdf](#)  
[Executed Resolution No. 19-76.pdf](#)

**28.** Adopt New Merit System Services Classification of Eligibility Specialist Trainee and Revised Merit System Services Classifications of Eligibility Specialist I/II, Eligibility Specialist III, and Eligibility Supervisor

**Recommendation:** That the Board of Supervisors adopt a resolution which:

1. Adopts the new Merit System Services classification of Eligibility Specialist Trainee 40 hours per week (class #1731, salary range 313) into the classification plan effective the pay period following Board approval;
2. Adopts the revised Merit System Services classifications of Eligibility Specialist I/II 40 hours per week (class #1731, salary range 332/353), Eligibility Specialist III (class #1731, salary range 371) and Eligibility Supervisor 40 hours per week (class #1729, salary range 404) effective the pay period following Board approval; and
3. Grandfathers all incumbents in the following classifications into the new and revised classifications effective the pay period following Board approval:
  - Eligibility Worker I (class #1731, salary range 313) into revised Eligibility Specialist I (class #1731, salary range 332) classification
  - Eligibility Worker II (class #1731, salary range 345) into revised Eligibility Specialist II (class #1731, salary range 353) classification
  - Eligibility Worker III (class #1731, salary range 371) into revised Eligibility Specialist III (class #1731, salary range 371) classification
  - Eligibility Supervisor (class #1729, salary range 404) into revised Eligibility Supervisor (class #1729, salary range 404) classification

**Attachments:** [Staff Report](#)  
[Resolution.pdf](#)  
[2016-07-01 Eligibility Specialist III Classification Specification.pdf](#)  
[2016-07-01 Eligibility Specialist Trainee Classification Specification.pdf](#)  
[2016-07-01 Eligibility Supervisor Classification Specification.pdf](#)  
[2016-07-07 Eligibility Worker Classification Study Report.pdf](#)  
[2019-01-25 Adoption Memo from Merit System Services \(MSS\).pdf](#)  
[2019-07-15 Letter from Merit System Services \(MSS\).pdf](#)  
[2019-07-20 Eligibility Worker Position Control.pdf](#)  
[2016-07-01 Eligibility Specialist I - II Classification Specification.pdf](#)  
[Proposed Amendment to AFSCME Salary Range & Classification Plan Proposal.pdf](#)  
[Executed Resolution No. 19-77.pdf](#)

**29.** Amendment of the Classification Plan and Associated Resolution to Comply with State Minimum Wage Requirements

**Recommendation:** That the Board of Supervisors:

1. Assign Library Materials Mender - 40 hour (class 0152) from salary range 267 to 277
2. Assign Election Worker - 40-hour (class 0191) from salary range 272 to 277;
3. Assign Office Assistant I 40-hour (class 0179) from salary range 272 to 277;
4. Assign Office Assistant 1 37.5-hour (class 0180) from wage range 259 to 264; and
5. Adopt Resolution No. \_\_\_\_ (attached) approving the amendment to the Memorandum of Understanding between the County of Humboldt and the American Federation of State, County and Municipal Employees (AFSCME) Local 1864 for Units 1-4.

**Attachments:**[Staff Report](#)[Resolution - Move Positions to Comply with Minimum Wage Change](#)[2019 08 20 - AFSCME Salary Range & Classification Plan Proposal - Minimum W;](#)[Executed Resolution No. 19-78.pdf](#)

30. Temporary Increase in Pay for Kacy Green, Risk Manager, Pursuant to Resolution No. 18-82 Regarding Compensation Plans for Designated Management and Confidential Employees

**Recommendation:** That the Board of Supervisors:

1. Authorize a temporary increase in pay for Risk Manager, Kacy Green, (Class 0700, Range 491) as though promoted to Assistant Human Resources Director (Class 0651, Range 524) effective immediately and continue until the position is filled on a permanent basis or other solution is identified.

**Attachments:**[Staff Report](#)**Libraries**

31. Fiscal Year 2019-20 Supplemental Budget Request for County Library Budget Unit 1500-621 (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors:

1. Approve the attached supplemental budget request for the County Library budget unit 1500-621 in the amount of \$21,118 in fiscal year (FY) 2019-20 (4/5 vote required).

**Attachments:**[Staff Report](#)[Supplemental Budget RequestCC \(002\).xlsx](#)

32. Grant Agreement with First 5 Humboldt for Fiscal Year (FY) 2019-20

**Recommendation:** That the Board of Supervisors:

1. Approve and execute the Grant Agreement between First 5 Humboldt and the County of Humboldt (Attachment I);
2. Authorize the Chair to sign three (3) copies of the attached grant agreement; and
3. Direct the Clerk of the Board to return three (3) copies of the grant agreement

to the Humboldt County Library.

**Attachments:** [Staff Report](#)  
[First 5 Humboldt Agreement 2019 2020.pdf](#)  
[Executed First 5 Humboldt Agreement.pdf](#)

### **Planning and Building Department**

- 33.** French Lot Line Adjustment, Zone Boundary Adjustment and Joint Timber Management Plan  
File No.: APNs 108-301-001 (por.), 221-251-001 (por.)  
Case No.: LLA-18-011, ZBA-18-001, JTMP-18-003  
Ettersburg Area

**Recommendation:** That the Board of Supervisors:  
1. Adopt the resolution adding Exhibits A (legal description) and B (map) to Ordinance No. 2631 which was previously adopted on June 25, 2019.

**Attachments:** [Staff Report](#)  
[Attachment 1 - Resolution.docx](#)  
[Attachment 2 - Ordinance 2631](#)  
[Attachment 3 - Exhibits A and B.pdf](#)  
[Executed Resolution No. 19-79.pdf](#)

- 34.** Resolution Authorizing the Submittal of a Department of Housing and Community Development (HCD) Grant Application for the Planning Grant Program (PGP), SB 2 (2017), to Support Planning Efforts to Accelerate Housing Production and Streamline Residential Approvals

**Recommendation:** That the Board of Supervisors:  
1. Adopt the attached Resolution No. \_\_\_\_;  
a. Authorizing an application to be submitted to the HCD for the 2019 Planning Grants Program application in the amount of \$310,000;  
b. Authorizing and directing the Planning and Building Director to sign this application and act on the County's behalf in all matters pertaining to this application;  
c. Authorizing and directing the Planning and Building Director to sign contracts or agreements to carry out grant activities upon the review and approval by County Counsel and Risk Management;  
d. In connection with the PGP grant, if the application is approved, the Board of Supervisors authorizes and directs the Planning and Building Director to enter into, execute, and deliver a State of California Agreement ("Standard Agreement") for the amount of \$310,000, and any documents necessary to secure the PGP grant;  
e. Acknowledging the County of Humboldt shall be subject to the terms and conditions as specified in the Standard Agreement, the SB 2 Planning Grants Program Guidelines, and any applicable PGP guidelines published by HCD. Funds are to be used for allowable expenditures as specifically identified in the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the executed Standard

Agreement. The Humboldt County Board of Supervisors hereby agrees to use funds for eligible uses in the manner presented in the application approved by HCD and in accordance with the NOFA, the Planning Grants Program Guidelines, and 2019 Planning Grant Program Application;

f. Authorizing the Chair of the Board of Supervisors to execute the Letter of Designation in Attachment 3 designating the Planning and Building Director as the County's designee for this application and to act on the County's behalf;

g. If the application is approved, authorizing the Planning and Building Director to sign Funds Requests and other reporting forms;

h. Should HCD determine and notify the County that the Safe Parking Pilot Program activity, also referenced herein as Activity #4A, is not eligible for PGP funding, the Planning and Building Director is hereby authorized and directed to replace this activity with PGP Activity #4B amending the Humboldt County Zoning Regulations and General Plan for Emergency Shelters, Transitional and Supportive Housing, and Accessory Dwelling Units as described in Attachment 2;

i. Authorizing the Planning and Building Director to initiate an appeal if HCD notifies the County that the application does not meet the necessary criteria; and

j. Authorizing General Fund contributions to fund Long-Range Planning staff for implementation of the Housing Element in FY 2019-2020, (account #1100-282), and reimbursed by the PGP to be placed in the trust account of the Humboldt County Housing Trust Fund and Homelessness Solutions Committee and designated to be used for the development of affordable housing or shelter consistent with the approved Housing Element.

**Attachments:** [Staff Report](#)  
[Resolution](#)  
[Description of Activity 4b](#)  
[Letter of Designation.pdf](#)  
[Executed Resolution No. 19-80.pdf](#)

**35. Temporary Employment of Retired Annuitant as Information Systems Analyst in the Planning & Building Department**

**Recommendation:** That the Board of Supervisors:

1. Approve the employment of William Evans as a temporary retired annuitant Department Information Systems Analyst with the Planning & Building Department (Class 0762, Range 418, Step E); and
2. Adopt the attached resolution for an exception to the 180-day wait period.

**Attachments:** [Staff Report](#)  
[Resolution.docx](#)  
[California Gov Code Sections 7522 & 21224.pdf](#)  
[Executed Resolution No. 19-81.pdf](#)

**36. Close Planning & Building Office from Noon to 5 p.m. on Sept. 20, 2019 for Departmental Meeting**

**Recommendation:** That the Board of Supervisors:  
1. Authorize the closure of the Planning & Building Office on 3105 H Street, Eureka from noon to 5 p.m. on Friday, Sept. 20, 2019.

**Attachments:** [Staff Report](#)  
[Attachment A 19-1136.docx](#)

37. Bob Howard Lot Line Adjustment and Joint Timber Management Plan (4/5 Vote Required)  
APNs: 223-044-010, 223-045-007  
Case Nos.: LLA-18-013, JTMP-18-004

**Recommendation:** That the Board of Supervisors:  
1. Approve the Joint Timber Management Plan (JTMP) and Guide (Attachment B) prepared pursuant to Section 51119.5 of the California Government Code (C.G.C.) (4/5 vote required);  
2. Find the project exempt from environmental review pursuant to Sections 15061(b)(3) and 15305 of the State California Environmental Quality Act (CEQA) Guidelines and make the required findings (Attachment D) to approve the Lot Line Adjustment;  
3. Direct the Planning Division staff to record the Declaration with the JTMP and the Notices of Lot Line Adjustment and Certificate of Subdivision Compliance;  
4. Direct the Clerk of the Board to give notice of the decision to owners, the County Assessor's Office and any other interested party.

**Attachments:** [Staff Report](#)  
[Attachment A - Declaration of Covenants.pdf](#)  
[Attachment B - JTMP.pdf](#)  
[Attachment C - FRC Minutes.pdf](#)  
[Attachment D - LLA Findings.pdf](#)

38. Reclassify Current Senior Office Assistant to Executive Secretary (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors:  
1. That the Board of Supervisors approve the reallocation of the Senior Office Assistant position (salary range 338, class 0135) currently held by Suzanne Lippre in budget unit 277 to an Executive Secretary position (salary range 348, class 0163, Step E) in budget unit 277 effective retroactively to November 21, 2018 - Final Class Study Report from Koff and Associates. (4/5 vote required)

**Attachments:** [Staff Report](#)

### **Probation**

39. Approval of Joint Agency Fugitive Apprehension Team Memorandum of Understanding and Fiscal Year 2019-20 Supplemental Budget for Budget Unit 295 to Reimburse Law Enforcement Overtime Costs (4/5 Vote Required)

- Recommendation:** That the Board of Supervisors:
1. Approve the MOU between Humboldt County and local law enforcement agencies to provide realignment fugitive apprehension services;
  2. Authorize the Chief Probation Officer, Sheriff, and District Attorney to sign on behalf of Humboldt County, and to sign future renewals of the MOU on substantially similar terms and conditions after review of County Counsel and Risk Management; and
  3. Approve the corresponding supplemental budget for budget unit 295 to reimburse agencies the cost of staff overtime incurred by executing this program.

- Attachments:** [Staff Report](#)  
[Draft JAFA Team MOU 7.1.19](#)  
[Supplemental Budget 295 JAFA](#)  
[HCCCP EC Minutes 022019](#)

**40.** Professional Services Agreement between County of Humboldt and Joanne Bond Coaching, LLC and Supplemental Budget for Budget Unit 235 (4/5 Vote Required)

- Recommendation:** That the Board of Supervisors:
1. Approve the attached agreement between County of Humboldt and Joanne Bond Coaching, LLC; and
  2. Approve the corresponding supplemental budget for budget unit 235 (4/5 vote required).

- Attachments:** [Staff Report](#)  
[Supplemental Budget 235 J.Bond](#)  
[Signed Contract J Bond August 2019 \(RM 8.5.19\)](#)

**Public Works**

**41.** First Amendment to the Agreement for Consultant Services with Crawford & Associates, Inc. Regarding the Provision of On-Call Professional Geotechnical Investigation and Engineering Services

- Recommendation:** That the Board of Supervisors:
1. Approve and authorize the Chair of the Board to execute the attached first amendment to the agreement for consultant services with Crawford & Associates, Inc. regarding the provision of on-call professional geotechnical investigation and engineering services; and
  2. Direct the Clerk of the Board to return two (2) fully executed original copies of the attached first amendment to the Department of Public Works for further processing.



**Attachments:** [Staff Report](#)  
[First Amendment to Crawford Associates On-Call Geotech Services Agreement.pdf](#)  
[On-Call Geotech Crawford Agreement\\_executed 180206.pdf](#)  
[Certificate of Liability Insurance\\_2019.pdf](#)  
[Executed Agreement.pdf](#)

**42. Bid Award Authorization Regarding Storm Damage Repairs to Wilder Ridge Road (C5B010) at Post Mile 5.33 and Post Mile 5.70**

**Recommendation:** That the Board of Supervisors:

1. Receive and file the bid proposals received for the Wilder Ridge Road (C5B010) Post Mile 5.33 and Post Mile 5.70 Storm Damage Repair Project;
2. Award the Wilder Ridge Road (C5B010) Post Mile 5.33 and Post Mile 5.70 Storm Damage Repair Project to William Gray Construction for the total amount of Two Hundred Forty-Nine Thousand Nine Hundred Sixteen Dollars (\$249,916.00);
3. Approve, and authorize the Chair of the Board to execute, the attached construction agreement with William Gray Construction upon submittal of the appropriate bonds and insurance; and
4. Direct the Auditor-Controller to establish new object codes 1200321-0343 Wilder Ridge P.M. 5.33 and 1200321-0344 Wilder Ridge P.M. 5.70 and transfer Three Hundred Twelve Thousand Five Hundred Dollars (\$312,500.00) from 1200321-2118 to the new object codes per the attached appropriation transfer.

**Attachments:** [Staff Report](#)  
[Bid Results](#)  
[Construction Agreement](#)  
[Request for Budget Transfer](#)

**43. Supplemental Budget Request Regarding Phase II of the Humboldt Community Wildfire Protection Plan Implementation Project (4/5 Vote Required)**

**Recommendation:** That the Board of Supervisors:

1. Approve, and direct the Humboldt County Auditor-Controller to process, the attached supplemental budget request regarding Phase II of the Humboldt Community Wildfire Protection Plan Implementation Project (4/5 vote required).

**Attachments:** [Staff Report](#)  
[Attachment 1 Fully Executed Grant Agreement .pdf](#)  
[Attachment 2 Supplemental Budgets Request.xlsx](#)

**Sheriff**

**44. Approval of Subtenant Agreement with Long Prairie Gun and Archery Club for Use of Facility for Pistol, Rifle, and Shotgun Training.**

- Recommendation:** That the Board of Supervisors:
1. Approve the subtenant agreement retro-actively to June 27, 2019 between the County of Humboldt and Long Prairie Gun and Archery Club (LPGAC) for use of their facility for range training; and
  2. Authorize the Chair of the Board of Supervisors to sign the subtenant agreement and all amendments, extensions, revisions, or termination of the agreement; and
  3. Direct the Clerk of the Board to return three fully executed subtenant agreements to the Public Works Real Property Division for transmittal to LPGAC.

**Attachments:** [Staff Report](#)  
[Subtenant Agreement](#)  
[Executed Agreement.pdf](#)

45. Position Allocation Modification to Sheriff's Office (4/5 Vote Required)

- Recommendation:** That the Board of Supervisors:
1. Approve the reallocation of the Legal Office Services Supervisor position (salary range 380, class 1150) currently occupied by Melva Paris in budget unit 221 to Legal Office Services Manager (salary range 401, class 0133) effective Aug. 25, 2019 (4/5 Vote Required).

**Attachments:** [Staff Report](#)  
[LOA Organization Charts](#)  
[Classification Review Request & Recommendation](#)

46. Fiscal Year 2018-19 Equitable Sharing Agreements and Certifications

- Recommendation:** That the Board of Supervisors:
1. Authorize the Chair of the Board of Supervisors and the Sheriff to sign the Equitable Sharing Agreements and Certifications for FY 2018-19 asset forfeiture funds for CA0120000 Humboldt County Sheriff's Office and CA0121200 Humboldt County Drug Task Force.

**Attachments:** [Staff Report](#)  
[HCSO FY18-19 Equitable Sharing Agreement](#)  
[DTF FY18-19 Equitable Sharing Agreement](#)  
[Executed Agreement.pdf](#)

**Treasurer/Tax Collector**

47. County Policy Memorializing Practice of Interest Expense with Quarterly Apportionment

- Recommendation:** That the Board of Supervisors:
1. Formally recognize the long-standing practice of charging interest expense to interest bearing funds which carry a negative average daily balance during any

interest apportionment period; and

2. Authorize by Resolution No. \_\_\_\_ that charging an interest expense, also known as negative interest, is a recognized and authorized practice which has been used and will continue to be used during the quarterly interest apportionment process to all interest-bearing funds participating in the County Treasury Pool.

**Attachments:** [Staff Report](#)  
[Memorializing Interest Apportionment Practice](#)  
[Executed Resolution No. 19-82.pdf](#)

#### 48. MOU with CSAC Finance Corporation to Participate in CalTRECS Intercept Program

**Recommendation:** That the Board of Supervisors:

1. Execute the attached Memorandum of Understanding and Agreement with the California State Association of Counties - Finance Corporation Tax Refund Exchange and Compliance System (CalTRECS) in conjunction with the Franchise Tax Board (FTB) to intercept tax refunds and lottery winnings to pay delinquent unsecured taxes owed the county.

**Attachments:** [Staff Report](#)  
[MOU CSAC SB 2019 \(002\)jb](#)  
[Signed MOU.pdf](#)

### D. PUBLIC COMMENT ON NON-AGENDA ITEMS

*This portion of the meeting is reserved for persons desiring to address the Board on any matter not on this agenda that is under the jurisdiction of the Board. It is requested that speakers sign the sheet at the front doors of the Chamber. Although the Board may briefly respond to statements or questions, under state law, matters presented under this item cannot be discussed or acted upon by the Board at this time.*

#### 1. Public Comment Sign-In Sheet and Handouts

**Attachments:** [Public Comment Sign-In Sheet and Handouts.pdf](#)

### E. SPECIAL PRESENTATIONS

### F. MATTERS SET FOR TIME CERTAIN

#### Closed Session - Board of Supervisors

1. 11 a.m. - A conference with legal counsel pursuant to Government Code section 54956.9(a)(1) in the matter of Jeffrey S. Blanck v. Lisa Dematteo et al.-- case number DR190340.
2. 11 a.m. - It is the intention of the Board of Supervisors to meet in closed session pursuant to Government Code sections 54954.5 and 54957, to consider a Public Employee Performance Evaluation for the position of the County Counsel.

3. 11 a.m. - A conference with legal counsel pursuant to Government Code section 54956.9(a)(1) in the matter of Jeffrey S. Blanck v. County of Humboldt et al. – case number CV190389.
4. 11 a.m. - A conference with legal counsel pursuant to Government Code section 54956.9(a)(1) in the matter of Jeffrey S. Blanck v. County of Humboldt et al. – case number 1:19-cv-3055.
5. 11 a.m. - Conference with Legal Counsel: Initiation of Litigation pursuant to Government Code Section 54956.9, subd. (d)(4) regarding one potential case.

### **Auditor/Controller**

6. 1:30 p.m. - Audit Reports for Fiscal Year 2017-2018

***Recommendation:*** That the Board of Supervisors:

1. Receive and file the audit reports prepared by CliftonLarsonAllen LLP, regarding the financial statements of the County of Humboldt for the fiscal year ended June 30, 2018;
2. Receive and file the Corrective Action Plan on behalf of the County of Humboldt as a response to the findings identified in the Single Audit report for the fiscal year ended June 30, 2018;
3. Approve and authorize the Chair of the Board, the Auditor-Controller, and the Aviation Director to execute the engagement letters regarding the provision of external audit services for fiscal year 2018-19.

***Attachments:***

[Staff Report](#)

[2018 Humboldt County Audit Report - Signed.pdf](#)

[2018 Humboldt County Single Audit - Signed.pdf](#)

[2018 Humboldt County Governance Letter -Signed.pdf](#)

[2018 Humboldt County Management Letter - Signed.pdf](#)

[19 Humboldt County Engagement Letter.pdf](#)

[19 Humboldt PFC Engagement Letter.pdf](#)

[Corrective Action Plan.pdf](#)

[Signed Engagement Letters.pdf](#)

## **G. ITEMS PULLED FROM CONSENT**

## **H. MATTERS INITIATED BY BOARD MEMBERS**

## **I. DEPARTMENT REPORTS**

### **Department of Health and Human Services: Public Health**

**1. Resolution Regarding Cannabis Use During Pregnancy and Breastfeeding**

**Recommendation:** That the Board of Supervisors:

1. Adopt the attached resolution regarding cannabis use during pregnancy and breastfeeding;
2. Receive a presentation from Department of Health and Human Services (DHHS) - Public Health, First 5 Humboldt and other members of the Perinatal Substance Use Disorder Project related to the resolution; and
3. Direct the Clerk of the Board to return a certified copy of the attached resolution to DHHS - Public Health for further processing.

**Attachments:**

[Staff Report](#)

[Resolution](#)

[Rack Card - Cannabis is Legal in California](#)

[Palm Card - Cannabis Use While Pregnant and Breastfeeding](#)

[Executed Resolution No. 19-83.pdf](#)

**J. PUBLIC HEARINGS****Planning and Building Department****1. Continuance of the Public Hearing Regarding Zoning Text Amendments to Implement the General Plan - Group 2 - Land Use Element Agricultural & Forest Resources Related Zoning Changes to August 27, 2019**

**Recommendation:** That the Board of Supervisors:

1. Continue this item to the August 27, 2019 Agenda.

**Attachments:**

[Staff Report](#)

**2. Adoption of 2019 Housing Element of the Humboldt County General Plan**

**Recommendation:** That the Board of Supervisors:

1. Open the public hearing and receive the staff report and public testimony;
2. Close the public hearing and consider the Planning Commission's recommendations; and
3. Adopt Resolution (Resolution 19-\_\_) Attachment 1 doing the following:
  - a. Finding the Board of Supervisors has considered the Environmental Impact Report for the Humboldt County General Plan, prepared in accordance with California Environmental Quality Act (CEQA) Guidelines Section 15168 (c)(2), and the Addendum to the General Plan Environmental Impact Report (EIR) in Attachment 4 and find that the EIR sufficiently addresses the potential environmental impacts associated with adoption of the 2019 Housing Element, and find that no new information has been presented to change the findings of the EIR in accordance with section 15162 of the state CEQA Guidelines;
  - b. Consider the findings of the Department of Housing and Community Development ("HCD") pursuant to Government Code Section 65585(e);
  - c. Consider the Planning Commission's findings and recommended 2019 Housing

Element amendments;  
d. Adopt the 2019 Housing Element;  
e. Direct Planning staff to prepare and file a Notice of Determination with the County Clerk and the State Office of Planning and Research;  
f. Direct Planning staff to promptly file the adopted 2019 Housing Element amendments with HCD pursuant to Government Code Section 65585(g); and  
g. Direct Planning staff to promptly distribute the adopted amendments to the Housing Element to all public agencies and private entities that provide water or sewer services within Humboldt County with a written acknowledgment that public agencies and private entities providing water or sewer services shall grant a priority to developments that include housing units affordable to lower income households pursuant to Government Code Section 65589.7(a).

*Attachments:*

[Staff Report](#)

[Attachment 1 Resolution](#)

[Attachment 2 Chapter 8 - 2019 HE\\_8.6.19.docx](#)

[Attachment 3a 2019 HE Appendix G\\_8.8.19.docx](#)

[Attachment 3b - 2019\\_final\\_rhna\\_plan](#)

[Attachment 3c - Emergency Shelter Maps](#)

[Attachment 3d - HOZ Maps](#)

[Attachment 3e - Residential Land Inventory 7-31-19](#)

[Attachment 3f Legacy Community Detail](#)

[Attachment 4a - Addendum](#)

[Attachment 4b Addendum Exhibit A](#)

[Attachment 4b Addendum Exhibit B](#)

[Attachment 5a - PC Resolution 19-94 Housing Element](#)

[Attachment 5b - PC Staff Report for 7.11.19](#)

[Attachment 5c - Public Comments.pdf](#)

[Suppl\\_1\\_List of changes for HCD\\_8.7.19.pdf](#)

[Supplemental Item\\_No 2\\_8.5.19.pdf](#)

[Supplemental Item\\_No 3\\_8.13.19.pdf](#)

[Public Comment.pdf](#)

[Executed Resolution No. 19-84.pdf](#)

**K. DISCUSSION ITEMS**

**L. CLOSED SESSION**

**M. ADJOURNMENT**

*Any written materials related to an item on this agenda submitted to the Board of Supervisors less than 72 hours prior to the Board meeting, and that are public records subject to the Public Records Act, are available for public inspection in the Office of the Clerk of the Board at 825 5th Street, Suite 111, Eureka (476-2384), during normal business hours.*

*Persons wishing to file documentation on any agenda item for the official record must submit an original and nine (9) copies of each document to the Clerk of the Board of Supervisors, Room 111 of the County Courthouse, 825 5th Street in Eureka (476-2384). Documentation includes, but is not limited to, written correspondence, audio and video tapes, maps, photographs, and petitions. Failure to submit the required number of copies will result in the document/s not being placed in the official record. (Per Board of Supervisors' policy adopted on March 21, 1995.)*

*The Chamber is wheelchair accessible, and disabled parking is available in the lot on K Street, between Fourth and Fifth Streets. If you are a person with a disability, and you need disability-related modifications or accommodations to participate in this meeting, please contact the Clerk of the Board at (707) 476-2384, or (707) 445-7299 (fax). Requests for such modifications or accommodations must be made at least three full business days before the start of the meeting.*

**BARRING ANY UNFORESEEN TECHNICAL DIFFICULTIES OR SCHEDULING CHANGES, REGULAR MEETINGS OF THE BOARD OF SUPERVISORS ARE BROADCAST LIVE ON SUDDEN LINK, CHANNEL 10, AND ARE REBROADCAST ON FRIDAY AT 6:30 P.M.**

**County of Humboldt Web Site: <http://humboldtgov.org/>**