

BOARD OF SUPERVISORS

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



COUNTY STAFF

AMY S. NILSEN  
County Administrative Officer  
JEFFERSON BILLINGSLEY  
Interim County Counsel  
KATHY HAYES  
Clerk of the Board

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

Tuesday, October 13, 2020

1:30 PM

Special Meeting

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*In accordance with Executive Order N-29-20 the Humboldt County Board of Supervisors meetings will be held virtually until further notice.*

*Email Public Comment:*

*To submit public comment to the Board please email [cob@co.humboldt.ca.us](mailto:cob@co.humboldt.ca.us), provide your name and the agenda item number(s) on which you wish to comment. All public comment submitted after the agenda has been published will be included with the administrative record after the fact.*

*Zoom Public Comment:*

*When the Board of Supervisors announce the agenda item that you wish to comment on, call the conference line and turn off your TV or live stream. Please call 669-900-9128, enter Meeting ID 956 4195 4655 and press star (\*) 9 on your phone, this will raise your hand. You'll continue to hear the Board meeting on the call.*

*When it is time for public comment on the item you wish to speak on, the Clerk of the Board of Supervisors staff will unmute your phone. You'll hear a prompt that will indicate your phone is unmuted. Staff will then ask you to state your name and begin your comment. You will have 3 minutes to comment.*

*You may access the live stream of the meeting by using the following link:  
<https://humboldt.legistar.com>*

*The County of Humboldt is committed to providing equal access to all county programs, services and activities through the provision of accommodations for individuals with disabilities as required under the Americans with Disabilities Act (ADA). With 72 hours prior notice, a request for reasonable accommodation or modification can be made. Please contact the Clerk of the Board Office at 707-476-2390 or by email [cob@co.humboldt.ca.us](mailto:cob@co.humboldt.ca.us) or the ADA Coordinator at 844-365-0352 or by email at [ada@co.humboldt.ca.us](mailto:ada@co.humboldt.ca.us)*

## **A. SALUTE TO THE FLAG**

## **B. DEPARTMENT REPORTS**

### **County Administrative Office**

1. Resource Allocation for the Human Resources Department and Auditor-Controller's Office to Support a Payroll Transition to ADP and Transfer from Contingencies (4/5 vote required)

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

1. Receive the staff report on resource allocation for the Human Resources Department and the Auditor-Controller's Office to support a payroll transition to ADP;
2. Transfer from Contingencies (4/5 vote required) in the amount of \$85,000 to supplement budget 1100 130 Human Resources for support resources required for ADP implementation; and
3. Alternatively, consider the Auditor-Controller's request for additional staff and a supplemental budget request as detailed in the staff report.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bass, to approve staff recommendations one and two; allocate a temporary position for an executive secretary until the end of the year; direct Human Resources to review Auditor-Controller classifications to include relevant licensure and government code, and return with a long-term support recommendation; transfer from contingencies in the amount of \$39,644 to supplement the budget unit 1100 111 for the Auditor-Controller for fiscal year 2020-2021 in the salary and benefits category; and clarifying that in recommendation number two the supplemental budget is to 1100 130 2118 professional services in Human Resources. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

## **C. MATTERS SET FOR TIME CERTAIN**

### **Board of Supervisors - Closed Session**

1. 1:30 p.m. - It is the intention of the Board of Supervisors to meet in closed session to consider the Public Employee Performance Evaluation for the position of Planning and Building Director pursuant to Government Code sections 54954.5 and 54957.

*The Board of Supervisors met in closed session to consider the Public Employee Performance Evaluation for the position of Planning and Building Director pursuant to Government Code sections 54954.5 and 54957. There was no action to report.*

2. 1:30 p.m. - It is the intention of the Board of Supervisors to meet in closed session to consider the Public Employee Performance Evaluation for the position of the Aviation Director pursuant to Government Code sections 54954.5 and 54957.

*The Board of Supervisors met in closed session to consider the Public Employee Performance Evaluation for the position of the Aviation Director pursuant to Government Code sections 54954.5 and 54957. There was no action to report.*

3. 1:30 p.m. - It is the intention of the Board of Supervisors to meet in closed session to consider the Public Employee Performance Evaluation for the position of Public Defender pursuant to Government Code sections 54954.5 and 54957.

*The Board of Supervisors met in closed session to consider the Public Employee Performance Evaluation for the position of Public Defender pursuant to Government Code sections 54954.5 and 54957. There was no action to report.*

#### D. ADJOURNMENT

*I, RYAN SHARP, Deputy Clerk of the Board of Supervisors, County of Humboldt, State of California, do hereby certify the foregoing to be a full, true, and correct original record of the above entitled meeting of the Humboldt County Board of Supervisors held in Eureka, California.*

*IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said Board of Supervisors.*

RYAN SHARP

*Deputy Clerk of the Board of Supervisors of the County of Humboldt, State of California*

OCTOBER 14, 2020





MINUTES  
TUESDAY, OCTOBER 13, 2020  
Special Meeting

The Honorable Board of Supervisors of the County of Humboldt met in special session on the above date within the Humboldt County Courthouse, Eureka, California. The minutes of this meeting were approved on Tuesday, October 20, 2020 with the vote as shown below.

AYES:	Supervisors:	Fennell, Bohn, Madrone, Wilson, Bass
NAYS:	Supervisors:	--
ABSENT:	Supervisors:	--
ABSTAIN:	Supervisors:	--

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RYAN SHARP  
Deputy Clerk of the Board

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ESTELLE FENNEL  
Chair of the Board