



# COUNTY OF HUMBOLDT

For the meeting of: 6/10/2025

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File #: 25-680

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**To:** Board of Supervisors

**From:** Sheriff

**Agenda Section:** Departmental

**Vote Requirement:** Majority

**SUBJECT:**

Introduce an Ordinance to Amend Chapter 10 of Division 2 of Title II of the Humboldt County Code Relating to the Emergency Organization and Functions of the Humboldt County Disaster Council

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Introduce the attached Ordinance by title and waive the first reading; and
2. Set the Ordinance for adoption on June 17, 2025; and
3. Direct the Clerk of the Board to publish the required pre-adoption summary of the ordinance and to post a certified copy of the full text of the proposed Ordinance in the office of the Clerk of the Board, both the publication and posting to be done at least five (5) days prior to Board meeting at which the Ordinance will be adopted [Government Code section 25124 (b) (1)]; and
4. Direct the Clerk of the Board, within fifteen (15) days after the adoption of the Ordinance, to publish a post-adoption summary of the Ordinance with the names of the Supervisors voting for and against the Ordinance, and to post in the office of the Clerk of the Board a certified copy of the full text of the adopted Ordinance and amendments along with the names of those Supervisors voting for and against the Ordinance (Government Code Section 25124 (b)1)].

**STRATEGIC PLAN:**

This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Workforce & Operational Excellence

Strategic Plan Category: 9999 - Core Services/Other

**DISCUSSION:**

Chapter 10 of Division 2, Title II of the Humboldt County Code regulates the structure, membership, and responsibilities of the Humboldt County Disaster Council. The Humboldt County Emergency Organization and Functions of the Humboldt County Disaster Council ordinance directly affects the safety and well-being of the public in times of crisis. It establishes the framework for preparing and responding to emergencies, aiming to protect lives and property in Humboldt County. The ordinance outlines how local government agencies, departments, and individuals will work together under the Humboldt Operational Area to coordinate resources effectively. It emphasizes public health measures, empowers officials to act swiftly during emergencies, and mandates that county employees serve as Disaster Service Workers (DSWs) to support response efforts.

The amended chapter details the structure, responsibilities, and legal authority to coordinate emergency preparedness and response. It defines key terms like "local emergency" and "local health emergency," sets the Humboldt Operational Area under state and federal emergency systems and outlines the composition and duties of the Disaster Council. It specifies the powers of

emergency leadership roles including the Director, Deputy Director, and Assistant Director, during emergencies. As well as establishing the position of Emergency Services Program Manager. The document empowers the County Health Officer to declare a "local health emergency" and take preventative measures to protect public health. It mandates that all county departments prepare emergency plans and train employees as Disaster Service Workers (DSWs). Additionally, it addresses coordination with external agencies, penalties for violations, and procedures for declaring emergencies, ensuring compliance with relevant laws. The ordinance serves as a comprehensive guide for Humboldt County's emergency planning and response framework. These amendments will update the ordinance consistent with state law.

The amendment to this existing ordinance is necessary to align renewal periods for Local Emergency and Local Health Emergency Proclamations with the time periods established by the State of California (60 days, and 30 days, respectively). The update to this ordinance also realigns the position of Assistant Director of Emergency Services with the Office of Emergency Services Program Manager rather than an Operational Lieutenant of the Sheriff's Office. Additionally, the membership of the Humboldt County Disaster Council has been expanded to more accurately reflect the necessary partnership and representation needed on the Council. The updated ordinance also clarifies some, but not all responsibilities of county employees serving in their capacity as DSWs.

**SOURCE OF FUNDING:**

General Fund, Office of Emergency Services (1100274)

**FINANCIAL IMPACT:**

There is negligible financial impact to legally required publication of the Ordinance. The only financial impact related to this ordinance is Office of Emergency Services (1100274) staff time drafting said ordinance amendment.

**STAFFING IMPACT:**

N/A

**OTHER AGENCY INVOLVEMENT:**

N/A

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

Your Board could choose to revise or reject the recommended ordinance amendment, but that is not recommended as these updates clarify the existing text.

**ATTACHMENTS:**

Attachment 1: Amended Chapter 10 of Division 2 of Title II of the Humboldt County Code

Attachment 2: Summary for Publication Prior to Adoption of the Ordinance

Attachment 3: Summary for Publication After Adoption of the Ordinance

**PREVIOUS ACTION/REFERRAL:**

Meeting of: 4/5/11, 3/22/11

File No.: 16-4228, 16-4273