



COUNTY OF HUMBOLDT

For the meeting of: July 11, 2017

Date: June 28, 2017  
 To: The Honorable Board of Supervisors  
 From: Clerk of the Board of Supervisors  
 Subject: **Approval of the Action Summary – Meeting of June 27, 2017**

RECOMMENDATION: That the Board of Supervisors approve the Action Summary for the meeting of June 27, 2017 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

SOURCE OF FUNDING: General Fund

DISCUSSION: The Action Summary from the meeting of June 27, 2017 is attached. This Action Summary encompasses all actions taken by the Board of Supervisors at their June 27, 2017 meeting.

FINANCIAL IMPACT: None

OTHER AGENCY INVOLVEMENT: None

ALTERNATIVES TO STAFF RECOMMENDATIONS: Direct the Clerk of the Board to prepare a corrected Action Summary, if necessary.

ATTACHMENT(S): Action Summary

Prepared by Ana Hartwell, Deputy Clerk of the Board

CAO Approval: *E. Hartwell*

REVIEW:

Auditor \_\_\_\_\_ County Counsel \_\_\_\_\_ Personnel \_\_\_\_\_ Risk Manager \_\_\_\_\_ Other \_\_\_\_\_

TYPE OF ITEM:

- Consent
- Departmental
- Public Hearing
- Other \_\_\_\_\_

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT

Upon motion of Supervisor *Fennell* Seconded by Supervisor *Wilson*

Ayes *Fennell, Wilson, Bass, Bohn*  
 Nays  
 Abstain  
 Absent *Sundberg*

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: July 11, 2017

By: *Kathy Hayes*  
 Kathy Hayes, Clerk of the Board

**BOARD OF SUPERVISORS**

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



**COUNTY STAFF**

AMY S NILSEN  
County Administrative Officer  
JEFFREY S BLANCK  
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, June 27, 2017**

**9:00 AM**

**Regular Meeting**

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*Supervisor Mike Wilson was absent from this meeting*

**A SALUTE TO THE FLAG**

**B. MODIFICATIONS TO THE AGENDA**

**C CONSENT CALENDAR**

**Agricultural Commissioner**

1. Donation of Agricultural Commissioner Department Vehicle to the County Motor Pool

*Recommendation.* That the Board of Supervisors approve the donation of one 2017 Dodge Journey to the County Motor Pool for capitalization, maintenance and insurance purposes

*A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote*

Aye            4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**Board of Supervisors**

2. Letter of Support for the Willow Creek Community Service District, Downtown Wastewater Project (C-06-5957-210) (Supervisor Ryan Sundberg)

**Recommendation** That the Board of Supervisors authorize the Chair to sign the letter of support.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote**

Aye           4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**Clerk of the Board**

- 3 Approval of the Action Summary - Budget Hearing Meetings of June 19, 2017

**Recommendation** That the Board of Supervisors approve the Action Summary for the budget hearings of June 19, 2017 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote**

Aye           4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

- 4 Approval of the Action Summary - Meeting of June 20, 2017

**Recommendation** That the Board of Supervisors approve the Action Summary for the meeting of June 20, 2017 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote**

Aye           4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

5. Approval of the Action Summary - Special Meeting of June 22, 2017

**Recommendation** That the Board of Supervisors approve the Action Summary for the special meeting of June 22, 2017 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote**

Aye           4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

6. Notice of Vacancy on Assessment Appeals Board

**Recommendation** That the Board of Supervisors receive and file this report

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote**

Aye           4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**Code Enforcement Unit**

- 7. Professional Services Agreement with University of the Pacific, McGeorge School of Law Regarding the Provision of Hearing Officer Services

*Recommendation* That the Board of Supervisors establish the Office of County Hearing Officer pursuant to California Government Code Section 27720, and approve, and authorize the Chair of the Board to execute, a professional services agreement with University of the Pacific, McGeorge School of Law regarding the provision of hearing officer services, in a form substantially similar to the attached professional services agreement, after review by County Counsel and Risk Management

*A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote*

Aye            4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

- 8. Adoption of Ordinance Repealing Divisions 12 and 13 of Title II of the Humboldt County Code and Repealing Sections 351-1 through 351-44, Amending Chapters 1 and 2 and Adding Chapters 3 and 4 to Division 5 of Title III of the Humboldt County Code Relating to Public Nuisances, Abatement and Penalties

*Recommendation* That the Board of Supervisors adopt Ordinance No \_\_\_\_\_, repealing Divisions 12 and 13 of Title II of the Humboldt County Code and repealing Sections 351-1 through 351-44, amending Chapters 1 and 2 and adding Chapters 3 and 4 to Division 5 of Title III of the Humboldt County Code relating to public nuisances, abatement and penalties

*A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote*

Aye            4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**County Administrative Office**

- 9. Humboldt County Workforce Innovation and Opportunity Act Local and Regional Plans, 2017-2021

*Recommendation.* That the Board of Supervisors approve and authorize the Chair to sign the Humboldt County Workforce Innovation and Opportunity Act (WIOA) Local Plan, approve the Humboldt County WIOA Regional Plan, no signature required, 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

*A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote*

Aye            4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**10. Debt Management Policy**

**Recommendation** That the Board of Supervisors rescind the Debt Management Policy adopted on February 23, 1993 (Exhibit A), approve the revised Debt Management Policy (Exhibit A) to establish guidelines to address capital improvement costs, short-term and long-term cash management and to create policies and procedures that minimize the county's debt service and issuance cost, and authorize the County Administrative Officer (CAO) to prepare and maintain a five-year capital program for consideration, prioritization and adoption by the Board of Supervisors as part of the county's budget process

***A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote***

Aye           4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**11 Adoption of Fiscal Year (FY) 2017-18 County Budget**

**Recommendation** That the Board of Supervisors adopt the attached resolution (Attachment A) adopting the proposed budget, as modified by the final budget adjustments as listed on Attachment B, as the final adopted budget for FY 2017-18, approve the attached personnel allocation table (Attachment C) corresponding to the budget appropriations, and take other action as appropriate

***A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote***

Aye           4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**12. Local Fire District Allocations for Fiscal Year 2016-17 for the Kneeland and Redway Fire Protection Districts and Weott Community Service District**

**Recommendation** That the Board of Supervisors authorize the Chair of the Board to execute agreements with Kneeland and Redway Fire Protection Districts and Weott Community Service District for revenue-sharing of the county's Fiscal Year 2016-17 Proposition 172 (Prop 172) funding, and direct the Clerk of the Board to submit one copy of the agreement to the County Administrative Office for processing

***A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote***

Aye           4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**County Clerk/Recorder/Registrar of Voters**

13. Resolution from the City of Rio Dell Requesting Consolidation of the Municipal Election with Humboldt County's Consolidated Districts Election on November 7, 2017, and Placing the Cannabis Business Tax Measure on the Ballot

**Recommendation:** That the Board of Supervisors approve the request for election consolidation with the condition that the City of Rio Dell reimburse the County of Humboldt for costs incurred pursuant to this request, and request that the Clerk of the Board forward the signed board order and copy of Rio Dell's resolution #1335-2017 to the Humboldt County Office of Elections.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that this Informational Report be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

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

14. Agreement with Redwood Community Action Agency to provide Temporary Shelter and Support Services to Eligible Adults at the Multiple Assistance Center

**Recommendation:** That the Board of Supervisors approve the agreement with Redwood Community Action Agency (RCAA) for the fiscal year 2016-17 to provide temporary shelter and support services to eligible adults at the Multiple Assistance Center (MAC), referred by Department of Health and Human Services (DHHS) programs; ratify the condition set forth in a Letter of Intent executed on June 28, 2016 by Deputy Director of DHHS that binds the County to reimburse the Contractor a total of One Million Five Hundred Thirty Thousand Five Hundred Ninety Dollars (\$1,530,590.00) for transitional and permanent housing services provided by Contractor between July 1, 2016 and June 30, 2017; authorize the Chairperson to execute three (3) originals of the agreement; and direct the Clerk of the Board to route two (2) fully executed originals of the agreement to the DHHS - Contract Unit.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

15. First Amendment to the Agreement with Fiscal Experts, Inc. for Use of the Time Study Buddy Web-Based Time Study Service

**Recommendation:** That the Board of Supervisors approve the attached first amendment to the agreement with Fiscal Experts, Inc. for the Time Study Buddy web-based time study service, dated June 16, 2015; authorize the Chair of the Board of Supervisors to sign three (3) originals of the amendment to the agreement with Fiscal Experts, Inc.; and direct the Clerk of the Board to return two (2) signed originals of the amendment to the DHHS - Contract Unit.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**Department of Health and Human Services: Mental Health****16 Mental Health Charge Rate Schedule**

**Recommendation.** That the Board of Supervisors approve and adopt the attached charge rate schedule for the Department of Health and Human Services - Mental Health (Attachment I) as required by the State Department of Health Care Services. This schedule shall be effective January 1, 2017 until amended.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote**

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**17 Agreement with Dr. John L. Schaeffer, Inc. DBA American Telepsychiatrists for Telepsychiatry Services for Fiscal Year 2017-18**

**Recommendation.** That the Board of Supervisors approve the agreement between Dr. John L. Schaeffer, Inc. DBA American Telepsychiatrists ("American Telepsychiatrists") and the Department of Health and Human Services (DHHS) - Mental Health for the provision of telepsychiatry services for fiscal year 2017-18, authorize the chair to sign three (3) originals of the agreement, and direct the Clerk of the Board to return two (2) executed originals of the agreement to the DHHS - Contract Unit.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote**

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**Department of Health and Human Services. Public Health****18. Memorandum of Understanding with Redwood Community Action Agency for Oral Health Supplies**

**Recommendation.** That the Board of Supervisors approve, ratify and authorize the Chair to execute two (2) originals of the attached Memorandum of Understanding (MOU) between Redwood Community Action Agency (RCAA) and Department of Health and Human Services (DHHS) - Public Health for the purchase of oral health supplies, and direct the Clerk of the Board to return one (1) signed original of the MOU to the DHHS - Contract Unit for forwarding to DHHS - Public Health.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote**

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

19 State Standard Agreement with California Department of Health Care Services for the Partnerships for Success Project for Fiscal Years 2017-2021

**Recommendation** That the Board of Supervisors approve the State Standard Agreement 17-94295 with Department of Health Care Services (DHCS) in the amount of \$400,000 for the period of July 1, 2017 to June 30, 2021, authorize the Director of Public Health or designee to sign three (3) originals of the signature page of the Agreement and certifications, authorize the Director of Public Health or designee to approve all future amendments to agreement 17-94295 upon review and approval of County Counsel and Risk Management, and direct the Clerk of the Board to return one (1) copy of the certified board report to the DHHS-Contract Unit

*A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote*

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

20 Letter of Agreement between the Department of Health and Human Services and Partnership HealthPlan of California for the North Coast AIDS Project Mobile Outreach Program

**Recommendation** That the Board of Supervisors approve the Letter of Agreement between Department of Health and Human Services (DHHS) - Public Health and Partnership HealthPlan of California (PHC) to receive the North Coast AIDS Project (NorCAP) Mobile Outreach Program sustainability funds in the amount of \$50,000 (Attachment A), authorize the Director of Public Health or designee to sign three (3) originals of the signature page of the Letter of Agreement, authorize the Director of Public Health or designee to approve all future amendments to the PHC NorCAP Mobile Outreach Program grant agreement upon approval by County Counsel and Risk Management, and direct the Clerk of the Board to return one (1) copy of the certified board report to the DHHS-Contract Unit

*A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote*

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

21 Technical Assistance and Software License Agreements with the Regents of the University of California for the Automated Vital Statistics System (AVSS) for Birth Certificates

**Recommendation** That the Board of Supervisors approve and authorize the Chair to sign three (3) originals of the technical assistance agreement between the Regents of the University of California (UC Regents) and Department of Health and Human Services (DHHS) - Public Health for AVSS for the period of July 1, 2017 through June 30, 2018, approve and authorize the Chair to sign three (3) originals of the software license agreement between the UC Regents and DHHS - Public Health for AVSS for the period of July 1, 2017 through June 30, 2018, grant a waiver of the Nuclear Free Ordinance for both agreements, and direct the Clerk of the Board to return three (3) signed originals of each agreement, and one (1) copy of the Board Motion to the DHHS - Contract Unit for forwarding to DHHS - Public Health for execution by the UC Regents

*A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote*

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg



**Department of Health and Human Services: Social Services****22. UC Davis Training Contract for Eligibility Services for Fiscal Year (FY) 2017-2018**

**Recommendation** That the Board of Supervisors approve and authorize the Chair to sign three (3) originals of the attached contract with the University of California - Davis (UC Davis) in the amount of \$99,450 00 to provide Eligibility Services training for the Department of Health and Human Services - Social Services (DHHS - Social Services) staff for FY 2017-18, grant a waiver of the Nuclear Free Ordinance, and authorize the Chair to execute this contract and return two (2) signed originals to DHHS - Contract Unit for forwarding to DHHS - Social Services Administration

***A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote***

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**23 Agreement with Betty Kwan Chinn Homeless Foundation to Provide Temporary Housing Services to Eligible Families**

**Recommendation** That the Board of Supervisors approve and authorize the Chair to sign and execute three (3) originals of the Agreement with Betty Kwan Chinn Homeless Foundation - Betty's House Program (Attachment 1) to provide temporary housing services to eligible families referred from Department of Health and Human Services (DHHS) - Social Services for the period of July 1, 2017 through June 30, 2018, and direct the Clerk of the Board to return two (2) executed originals of the Agreement to DHHS - Social Services Administration

***A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote***

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**24. Authorization for the DHHS-Director of Social Services to Sign Grant Agreements with Community/Family Resource Centers for CalWORKs and CalFresh Outreach and Support Activities for Fiscal Year 2017-18**

**Recommendation** That the Board of Supervisors approve the proposed grant agreements, totaling \$1,032,200, with the Community/Family Resource Centers (CRC/FRC) participating with CalWORKs and CalFresh outreach and support activities for fiscal year 2017-2018, authorize the DHHS - Director of Social Services or their designee to sign individual grant agreements with the CRC/FRC participating with CalWORKs and CalFresh outreach and support activities substantially in the form of the attached sample grant agreement upon proof of insurance, authorize the DHHS - Director of Social Services or their designee to amend the grant agreement as necessary for fiscal year 2017-18 after review and approval by County Counsel and Risk Management, and direct the Clerk of the Board to return one (1) executed Board agenda item to the DHHS - Contract Unit for transmittal to DHHS - Social Services Administration

***A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote.***

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

25. Agreement with Mountain Valley Child and Family Services, Inc. for the Provision of Specialty Mental Health Services to Eligible Medi-Cal Beneficiaries for Fiscal Year 2017-2018

**Recommendation:** That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached agreement with Mountain Valley Child and Family Services, Inc. for the provision of children's specialty mental health services for Fiscal Year 2017-2018; and direct the Clerk of the Board to return two (2) fully executed originals of the attached agreement to the Department of Health and Human Services - Contract Unit for further processing.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

26. Agreement with Victor Treatment Centers, Inc. for the Provision of Specialty Mental Health Services to Eligible Medi-Cal Beneficiaries for Fiscal Year 2017-2018

**Recommendation:** That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached agreement with Victor Treatment Centers, Inc. for the provision of children's specialty mental health services for fiscal year 2017-2018; and direct the Clerk of the Board to return two (2) fully executed originals of the attached agreement to the Department of Health and Human Services - Contract Unit for further processing.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

27. Agreement with Star View Behavioral Health, Inc. for the Provision of Specialty Mental Health Services to Eligible Medi-Cal Beneficiaries for Fiscal Year 2017-2018

**Recommendation:** That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached agreement with Star View Behavioral Health, Inc. for the provision of children's specialty mental health services for fiscal year 2017-2018; and direct the Clerk of the Board to return two (2) fully executed originals of the attached agreement to the Department of Health and Human Services - Contract Unit for further processing.

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**District Attorney**

28. Budget Adjustments and Donation of District Attorney Vehicles to the Humboldt County Motor Pool

**Recommendation** That the Board of Supervisors approve and establish a fixed asset account in budget unit 205 District Attorney (attachment 1100-205-8777 Vehicle-Auto (1) 2016 full-size sedan, and approve the donation of two (2) 2016 full-size sedan from the District Attorney's Office to the Humboldt County Motor Pool

*A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote.*

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

29. Advanced Salary Step Request for Deputy District Attorneys Trenton Timm, Whitney Barnes, and Brent Kling (4/5 Vote Required)

**Recommendation** That the Board of Supervisors approve an advanced salary step for Deputy District Attorneys Trenton Timm (position 07), Whitney Barnes (position 05) and Brent Kling (position 02) promoting from Deputy District Attorney II (class 0602, salary range 457, step A) to Deputy District Attorney III, (class 0602, salary range 488, step A), effective July 2, 2017 pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 vote required), and direct the Clerk of the Board to forward an approved agenda item to Human Resources and Payroll Offices for processing

*A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote.*

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**Human Resources**

30. Supplemental Budget for Employee Benefits in Fiscal Year 2016-17 (4/5 Vote Required)

**Recommendation** That the Board of Supervisors approve the attached supplemental budget (4/5 vote required) in Fund 3522, Employee Benefits

*A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote*

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**31. Adopt the New Management Classification of Library Operations Manager into the Classification Plan and Allocate One Library Operations Manager in Budget Unit 621**

**Recommendation.** That the Board of Supervisors adopt the new 40 hour per week management job class of Library Operations Manager (class 0661, salary range 476, unit 8) into the classification plan effective July 1, 2017, allocate one 1 0 FTE Library Operations Manager (class 0661, salary range 476) position in budget unit 621 effective July 1, 2017, and adopt Resolution No \_\_\_\_\_ (attached) approving the Amendment to Attachment I of Exhibit A of the Compensation Plans for Management and Confidential Employees and Elected and Appointed Department Heads for fiscal year 2016-2017 for the purpose of including the management job class of Library Operations Manager (class 0661, salary range 476, unit 8)

*This item was pulled for discussion.*

*A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote.*

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**Planning and Building Department**

**32 Reallocation of Positions within the Department (4/5 Vote Required)**

**Recommendation** That the Board of Supervisors approve the reallocation of the Economic Development Coordinator position (class 0638, salary range 473) in budget unit 282 to Administrative Services Manager (class 0775, salary range 452), approve the reallocation of the Development Assistance Manager class 0619, salary range 493) in budget unit 277 to Senior Planner (class 0630, salary range 433), and delete the class of Development Assistance Manager (class 0619, salary range 493) from the classification plan effective July 3, 2017 (4/5 vote required)

*A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote*

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**33. Reallocate 37 5 Hour Senior Office Assistant to 40 hour Senior Office Assistant and Approve a Step Advancement for Suzanne Lippre, Senior Office Assistant**

**Recommendation** That the Board of Supervisors the reallocation of the 37 5 hour Senior Office Assistant (class 130, salary range 321) in budget unit 277 occupied by Suzanne Lippre to 40 hour Senior Office Assistant (class 135, salary range 334), and approve a step advancement for Suzanne Lippre Senior Office Assistant (class 135, salary range 334) in budget unit 277 from step A to Step C, pursuant to section 7 of the Humboldt County Salary Resolution (4/5 vote required) effective the beginning of the biweekly pay period following approval

*A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote*

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**Probation**

34. Approval of the Form Contract for Out of County Referrals to the Northern California Regional Facility

**Recommendation** That the Board of Supervisors approve the attached form contract for use when other counties desire to contract for bed space at the Northern California Regional Facility on an as needed/per juvenile ward basis, and authorize the Chief Probation Officer to sign substantially similar future agreements and amendments, including amendments to the daily rate, with the approval of County Counsel and Risk Management

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote.**

Aye            4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**Public Works**

35. Sublease Agreement between Cal-Ore Life Flight, LLC and KD2 Investments, LLC for Hangar B1 at the California Redwood Coast - Humboldt County Airport (4/5 Vote Required)

**Recommendation** That the Board of Supervisors by a 4/5's vote approve and authorize the Chair of the Board of Supervisors to execute the sublease agreement between Cal-Ore Life Flight, LLC and KD2 Investments, LLC, and direct the Clerk of the Board to retain the original executed sublease agreement and return a copy of the same to the Land Use Division for further processing

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote.**

Aye            4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

- 36 Agreement Regarding Region-Wide Dial-A-Ride Services Effective July 1, 2017

**Recommendation** That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached agreement regarding region-wide Dial-A-Ride services by and between the Humboldt Transit Authority, City of Arcata, City of Eureka, County of Humboldt and the Humboldt County Association of Governments, and direct the Clerk of the Board to return two (2) original signed copies of the attached agreement to the Department of Public Works for further processing

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote**

Aye            4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

37. Professional Services Agreement for the Juvenile Hall Replacement Facility Construction Project, Project Number 170212

**Recommendation** That Board of Supervisors approve and authorize the Chair of the Board to execute, the attached professional services agreement with Nichols, Melburg & Rossetto Architects regarding the provision of design engineering services for the Juvenile Hall Replacement Facility Construction Project, and direct the Clerk of the Board to return three (3) fully executed original copies of the attached agreement to the Department of Public Works for further processing

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote**

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

38. Dinner Creek Fish Passage Barrier Removal Project

**Recommendation** That the Board of Supervisors adopt the attached resolution authorizing the execution of the attached grant agreement with the California Department of Fish and Wildlife and the provision of matching funds, regarding the administration, construction and maintenance of the Dinner Creek Fish Passage Barrier Removal Project, and authorize the Public Works Director, or a designee thereof, to execute any and all future amendments to the attached grant agreement with the California Department of Fish and Wildlife regarding the Dinner Creek Fish Passage Barrier Removal Project, after review by County Counsel and Risk Management

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote.**

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

39. Request for Qualifications No DPW2017-007 Regarding On-Call Professional Design Engineering Services

**Recommendation** That the Board of Supervisors authorize the Director of Public Works to advertise and distribute the attached Request for Qualifications regarding on-call professional design engineering services for various state and federal funded roadway projects

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote**

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

## D PUBLIC COMMENT ON NON-AGENDA ITEMS

## E. SPECIAL PRESENTATIONS

### Board of Supervisors

1. Resolution Honoring Rita Scott-York on Her Retirement from the Humboldt County Department of Health and Human Services (Supervisor Virginia Bass)

**Recommendation** That the Board of Supervisors authorize the Chair to sign the Resolution

**A motion was made by Supervisor Bass, seconded by Supervisor Fennell, that the recommendations**

*be approved. The motion carried by the following vote*

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

## F. MATTERS SET FOR TIME CERTAIN

## G. ITEMS PULLED FROM CONSENT

## H. MATTERS INITIATED BY BOARD MEMBERS

### Board of Supervisors

1. Re-Appointment of Dominic Bucciarelli and David Ravetti to the At-Large Members of the Humboldt County Aviation Advisory Committee (Supervisor Virginia Bass)

**Recommendation** That the Board of Supervisors re-appoint Dominic Bucciarelli as the Coast Guard At-Large member and re-appoint David Ravetti as an At-Large member on the Aviation Advisory Committee representing Humboldt County

*A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote.*

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

## I. DEPARTMENT REPORTS

### Code Enforcement Unit

- 1 Code Enforcement Reorganization

**Recommendation** That the Humboldt County Board of Supervisors direct staff to cease using the current referral process and have all code enforcement complaints directed to the Code Enforcement Unit, allow the Code Enforcement Unit to enforce local and state laws and regulations regarding commercial marijuana cultivation and abandoned vehicles on public property without receiving a complaint from the public, determine the best department location for the Code Enforcement Unit, and assign the Code Enforcement Unit to the selected department with transition to be completed by January 1, 2018

*A motion was made by Supervisor Fennell, seconded by Supervisor Sundberg, to approve staff recommendations and assign Code Enforcement to the Planning & Building Department. The motion carried by the following vote*

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**County Administrative Office****2. County Administrative Officer Report Board Strategic Workshop**

**Recommendation** That the Board of Supervisors receive an oral report from the County Administrative Officer (CAO) regarding the recent Board Strategic Workshop, and take action as may be required

**A motion was made by Supervisor Fennell, seconded by Supervisor Sundberg, that the recommendations be approved. The motion carried by the following vote:**

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**Department of Health and Human Services Administration****3 Employment and Resolution of Temporary Retired Annuitant as Deputy Health Officer in the Public Health Branch**

**Recommendation** That the Board of Supervisors resolve that the employment of Dr. John Sullivan as a temporary retired annuitant Deputy Health Officer with the Department of Health and Human Services, Public Health Branch ("DHHS-Public Health") (budget unit 1175460), is necessary to fill a critically needed position and that Dr. Sullivan's employment as a temporary retired annuitant is needed before the California Public Employees Retirement System ("CalPERS") 180-day wait period has expired, and adopt the attached Resolution for an exception to the 180-day wait period and employment of Dr. Sullivan as a temporary retired annuitant Deputy Health Officer with DHHS-Public Health

**A motion was made by Supervisor Sundberg, seconded by Supervisor Fennell, that the recommendations be approved. The motion carried by the following vote.**

Aye 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**Public Works****4 California State Office of Emergency Services Form 130 - Designation of Applicant's Agent Resolution for Non-State Agencies**

**Recommendation** That the Board of Supervisors authorize the Chair of the Board, the County Administrative Officer, the Auditor-Controller, the Director of Public Works and the Deputy Director of Public Works - Engineering to act as agents of the County of Humboldt for purposes of obtaining certain federal financial assistance under any and all applicable local, state and federal laws and regulations, authorize the above-referenced officials to execute, and provide the California State Office of Emergency Services and the Federal Emergency Management Agency with any and all required assurances and agreements for all matters pertaining to such state disaster assistance, authorize the Department of Public Works to file the attached California State Office of Emergency Services Form 130 - Designation of Applicant's Agent Resolution for Non-State Agencies with the California Office of Emergency Services, and direct the Clerk of the Board to return a fully executed original copy of the attached California State Office of Emergency Services Form 130 - Designation of Applicant's Agent Resolution for Non-State Agencies for further processing

**A motion was made by Supervisor Fennell, seconded by Supervisor Sundberg, that the**



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*recommendations be approved. The motion carried by the following vote:*

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Ryan Sundberg

**J. ADMINISTRATIVE ABATEMENT HEARINGS**

**K. PUBLIC HEARINGS**

**L. DISCUSSION ITEMS**

**M. CLOSED SESSION**

1. Conference with Legal Counsel - pursuant to Government Code section 54956.9 regarding pending litigation; Nelson-Hillside Association v. Humboldt County, et al., Humboldt Superior Court Case Number CV170372

*The Board of Supervisors met in conference with Legal Counsel pursuant to Government Code section 54956.9 regarding pending litigation; Nelson-Hillside Association v. Humboldt County, et al., Humboldt Superior Court Case Number CV170372. There was no action to report.*

**N. ADJOURNMENT**

*I, ANA HARTWELL, 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.*

ANA HARTWELL

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

  
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June 27, 2017



MINUTES  
TUESDAY, JUNE 27, 2017  
Regular Session

The Honorable Board of Supervisors of the County of Humboldt met in regular session on the above date within the Humboldt County Courthouse, Eureka, California. The minutes of this meeting were approved on Tuesday, July 11, 2017 with the vote as shown below.

AYES: Supervisors: Fennell, Bass, Bohn, Wilson  
NAYS: Supervisors: n/a  
ABSENT: Supervisors: Sundberg

BROOKE EBERHARDT  
Deputy Clerk of the Board

VIRGINIA BASS  
Chair of the Board