



# COUNTY OF HUMBOLDT

For the meeting of: April 10, 2018

Date: April 4, 2018  
To: The Honorable Board of Supervisors  
From: Clerk of the Board of Supervisors  
Subject: **Approval of the Action Summary – Meeting of April 3, 2018**

RECOMMENDATION: That the Board of Supervisors approve the Action Summary for the meeting of April 3, 2018 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 April 3, 2018 is attached. This Action Summary encompasses all actions taken by the Board of Supervisors at their April 3, 2018 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 Ryan Sharp, Deputy Clerk of the Board CAO Approval:

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 Wilson Seconded by Supervisor Bass

Ayes Bass, Fennell, Sundberg, Boha, Wilson  
Nays  
Abstain  
Absent

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

Dated: 4/10/18

By:   
Ryan Sharp, Deputy Clerk of the Board

BOARD OF SUPERVISORS

REX BOHN  
Vice-Chair - First District  
ESTELLE FENNEL  
Second District  
MIKE WILSON  
Third District  
VIRGINIA BASS  
Fourth District  
RYAN SUNDBERG  
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, April 3, 2018

9:00 AM

Regular Meeting

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**A. SALUTE TO THE FLAG**

**B. MODIFICATIONS TO THE AGENDA**

**C. CONSENT CALENDAR**

**Board of Supervisors**

1. Certificates of Recognition for Soroptimist International of Eureka (Supervisor Virginia Bass)

*Recommendation:* That the Board of Supervisors ratify authorization for the Chair to sign the certificates.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

2. Appreciation Letter to Terry Coltra for Service on the Workforce Development Board (Supervisor Ryan Sundberg)

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

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

3. Certificates of Recognition for Skylar McKnight and Zaine Huhtala (Supervisor Ryan Sundberg)

**Recommendation:** That the Board of Supervisors authorize the Chair to sign the certificates.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

4. Proclaim April 2018 as Sexual Assault Awareness Month (Supervisor Virginia Bass)

**Recommendation:** That the Board of Supervisors adopt the proclamation.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

5. Resolution of the County of Humboldt Supporting the Reducing Crime and Keeping California Safe Act of 2018 (Supervisor Ryan Sundberg)

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

**This item was pulled from consent for discussion.**

**A motion was made by Supervisor Fennell, seconded by Supervisor Bohn, to pass the resolution and direct staff from the Sheriff's Office, Probation Department, County Administrative Office and District Attorney to bring back information on legislation that will amend Proposition 47, 57 and AB 109. The motion carried by the following vote:**

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

Nay: 1 - Mike Wilson

6. Letter of Support for AB 2208 (Aquiar-Curry/Garcia) Relating to the Procurement of a Minimum Percentage Baseload Renewable Resources Such as Biomass (Supervisor Rex Bohn)

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

**This item was pulled from consent for discussion.**

**Supervisor Ryan Sundberg was absent for this item.**

**A motion was made by Supervisor Wilson, seconded by Supervisor Fennell, to approve the letter of support with the recommended changes from Redwood Coast Energy Authority. The motion carried by the following vote:**

Aye: 4 - Rex Bohn, Estelle Fennell, Virginia Bass, and Mike Wilson

Not Present: 1 - Ryan Sundberg

Present:

7. Proclaim April 2-8, 2018 as National Public Health Week in Humboldt County (Supervisor Virginia Bass)

*Recommendation:* That the Board of Supervisors adopt the Proclamation.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

### Clerk of the Board

8. Approval of the Action Summary - Meeting of March 27, 2018

*Recommendation:* That the Board of Supervisors approve the Action Summary for the meeting of March 27, 2018 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 Wilson, seconded by Supervisor Bass, that the recommendations be approved. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

### County Administrative Office

9. Adoption of Ordinance: Amending Sections 254-4, and 254-6 of Title II of the Humboldt County Code Relating to Travel Expenses

*Recommendation:* That the Board of Supervisors adopt Ordinance No.\_\_\_\_\_, amending Section 254-4, and 254-6 of Title II of the Humboldt County Code Relating to Travel Expenses.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

10. Adoption of Ordinance: Amending Sections 719-6 and 719-7 of Title VII, Division 1, Chapter 9 of the Humboldt County Code Relating to the Humboldt County Commercial Marijuana Cultivation Tax Ordinance

*Recommendation:* That the Board of Supervisors adopt Ordinance No.\_\_\_\_\_, amending Sections 719-6 and 719-7 of Title VII, Division 1, Chapter 9 of the Humboldt County Code Relating to the Humboldt County Commercial Marijuana Cultivation Tax Ordinance.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

**Department of Health and Human Services: Administration****11. Agreement with Tevora Business Solutions Inc. for HIPAA Security Risk Assessment**

**Recommendation:** That the Board of Supervisors approve the agreement with Tevora Business Solutions Inc. for fiscal year 2017-2018 to provide a Risk Assessment, External Penetration, and Internal Vulnerability Scanning service for DHHS-Information Services; 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 Department of Health and Human Services (DHHS) Contract Unit for forwarding to DHHS-Information Services.

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

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

**District Attorney****12. Advanced Step Increase for Legal Office Assistant, JoAnne Guzzi (4/5 Vote Required)**

**Recommendation:** That the Board of Supervisors approve a step increase for JoAnne Guzzi, Legal Office Assistant II (class 0178, position 08) from Step A (range 314) for the advance to Step C (range 314) and the effective date for the advance to Step C is April 8, 2018, pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 Vote Required).

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

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

**13. Advanced Step Increase for Victim Witness Program Specialist, Nicole Miranda (4/5 Vote Required)**

**Recommendation:** That the Board of Supervisors approve a step increase for Nicole Miranda, Victim Witness Program Specialist (class 0689, position 02) from Step C (range 344) to Step E (range 344) with an effective date of April 8, 2018, pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 Vote Required).

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

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

**Probation**

14. Extension of Extra Help Hours to 1720 for Juvenile Corrections Officer Geyra Gastelum-Hernandez (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors authorize the extension of extra help hours for Juvenile Corrections Officer (JCO) Geyra Gastelum-Hernandez to 1720 hours through June 30, 2018, per Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

**Public Works**

15. Lafayette Elementary School Safe Routes Improvement Project; Federal Project Number: ATPL-5904(145); Contract Number: 215100

**Recommendation:** That the Board of Supervisors accept the completed contract, including all change orders approved by the Public Works Department, between RAO Construction Company, Inc., and Humboldt County for the Lafayette Elementary School Safe Routes Improvement Project; and approve the final claim for payment, as submitted by the Public Works Department to the Auditor/Controller, in the amount of \$1,289.55, which will bring the total amount paid to one hundred (100) percent of the contract.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

16. Larabee Bridge (04C-0171) Preventive Maintenance Project on Holmes Flat Road; Federal Project Number: BPMP-5904(139); Contract Number: 214139

**Recommendation:** That the Board of Supervisors accept the completed contract, including all change orders approved by the Public Works Department, between Mercer-Fraser Company and Humboldt County for the Larabee Bridge (04C-0171) Preventive Maintenance Project on Holmes Flat Road; and approve the final claim for payment, as submitted by the Public Works Department to the Auditor/Controller, in the amount of \$9,500.00, which will bring the total amount paid to one hundred (100) percent of the contract.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

17. Cooperative Agreement with the California Department of Transportation Regarding Implementation of the Manila Highway 255 Shared Use Path Project

**Recommendation:** That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached cooperative agreement with the California Department of Transportation regarding implementation of the Manila Highway 255 shared use path project.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

18. Rehabilitation of Jacoby Creek Bridge (4C-124) on Brookwood Drive (4K250); Federal Project Number BRLO 5904(126); Contract Number 594124

**Recommendation:** That the Board of Supervisors award the contract to Kern Construction for the total amount of \$639,488.40; authorize the Chair of the Board to execute the project agreement upon submittal of the appropriate bonds and insurance; and direct the Auditor-Controller to establish a new contract account 1200321-0327 and transfer \$879,300 from 1200321-2118 to the new contract account per the attached appropriation transfer.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

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

#### E. SPECIAL PRESENTATIONS

##### Board of Supervisors

1. Humboldt County Convention and Visitors Bureau Annual Report for 2017 (Supervisor Rex Bohn)

**Recommendation:** That the Board of Supervisors hear the presentation and take appropriate action, if required.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

2. Resolution Recognizing Captain Ed Wilkinson on His Retirement (Supervisor Ryan Sundberg)

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

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

3. Resolution Recognizing Chief Probation Officer Bill Damiano on His Retirement (Supervisor Ryan Sundberg)

**Recommendation:** That the Board of Supervisors authorizes 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: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

## F. MATTERS SET FOR TIME CERTAIN

### Public Works

1. 10:00 a.m. - Richardson Grove Speed Zone Survey

**Recommendation:** That the Board of Supervisors receive a staff report on the proposed speed limit changes as recommended by the California Department of Transportation (CalTrans); receive public comment on the proposed speed limit changes; and forward the public comments to CalTrans for their review.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

## G. ITEMS PULLED FROM CONSENT

## H. MATTERS INITIATED BY BOARD MEMBERS

### Board of Supervisors

1. Humboldt Literacy Project Presentation (Supervisor Virginia Bass)

**Recommendation:** That the Board of Supervisors hear the presentation and take appropriate action, if necessary.

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

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson



**I. DEPARTMENT REPORTS****County Administrative Office****1. Auditor-Controller**

**Recommendation:** That the Board of Supervisors accept the resignation of the current Auditor-Controller Joseph Mellett effective Friday, April 27, 2018; and direct Human Resources to begin the recruitment process for an appointment to the position of Auditor-Controller, to fill the remainder of the term that will expire on December 31, 2018.

**A motion was made by Supervisor Bohn, seconded by Supervisor Bass, to accept the resignation of Auditor-Controller Joseph Mellett effective Friday April 27, 2018 and appoint Cheryl Dillingham as the interim Auditor-Controller effective April 28, 2018 through December 31, 2018. The motion carried by the following vote:**

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Ryan Sundberg, and Mike Wilson

**J. PUBLIC HEARINGS****K. DISCUSSION ITEMS****L. CLOSED SESSION**

1. Conference with Legal Counsel - pursuant to Government Code Section 54956.9, subd. (d)(2) regarding pending litigation: Micah Keyes-Anderson, Andrew Barnes, William Woods, and Alvin Wingo v. County of Humboldt.

**The Board of Supervisors met in conference with Legal Counsel - pursuant to Government Code Section 54956.9, subd. (d)(2) regarding pending litigation: Micah Keyes-Anderson, Andrew Barnes, William Woods, and Alvin Wingo v. County of Humboldt. There was no action to report.**

2. It is the intention of the Board of Supervisors to meet in closed session to discuss union negotiations for In-Home Supportive Services (IHSS); Management and Confidential Group; American Federation of State, County, and Municipal Employees (AFSCME); and Law Enforcement Management (LEM).

**The Board of Supervisors met in closed session to discuss union negotiations for In-Home Supportive Services (IHSS); Management and Confidential Group; American Federation of State, County, and Municipal Employees (AFSCME); and Law Enforcement Management (LEM). There was no action to report.**

**M. 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*

  
\_\_\_\_\_  
*April 4, 2018*



MINUTES  
TUESDAY, APRIL 3, 2018  
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, April 10, 2018 with the vote as shown below.

AYES: Supervisors: Bass, Bohn, Wilson, Sundberg, Fennell  
NAYS: Supervisors: --  
ABSENT: Supervisors: --

  
\_\_\_\_\_  
RYAN SHARP  
Deputy Clerk of the Board

  
\_\_\_\_\_  
RYAN SUNDBERG  
Chair of the Board