

BOARD OF SUPERVISORS

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Clerk of the Board

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

AGENDA

Tuesday, February 19, 2019

9:00 AM

Regular Meeting

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. Waiver of Extra-help Hours Limit and Extension of 960 Hours, Up to a Maximum of 1,920 Hours and Approval of Supplemental Budget (4/5 Vote Required)

Recommendation: That the Board of Supervisors:

1. Approve a waiver of the 960 extra-help hour limitation for Lauren Hatfield, Agricultural Inspector I, and approve an extension of 960 hours to a maximum of 1,920 hours for FY 2018-19, pursuant to Section 7 of Humboldt County Salary Resolution (4/5 vote required); and
2. Approve the attached supplemental budget and direct the Auditor-Controller execute the supplemental budget (4/5 vote required).

Attachments: [Staff Report](#)
 [Supplemental Budget Extra-help Hours Extension-UGT](#)

Auditor/Controller

2. Resolution Adopting the Procedure for the Approval and Rejection of Claims

Recommendation: That the Board of Supervisors:
1. Adopt the attached resolution rescinding Resolution No. 1024 and adopting the procedure for the approval and rejection of claims set forth in Sections 29740, et seq. of the California Government Code.

Attachments: [Staff Report](#)
 [Resolution Adopting Procedure for the Approval and Rejection of Claims](#)
 [Resolution 1024](#)
 [Resolution 19-13](#)

Board of Supervisors

3. Letter of Support for Annette Kakeialoha Brooks Memorial Bridge Designation in Humboldt County (Supervisor Estelle Fennell)

Recommendation: That the Board of Supervisors:
1. Authorize the Chair to sign the letter of support.

Attachments: [Staff Report](#)
 [Annette Kakeialoha Brooks Memorial Bridge Designation](#)

Clerk of the Board

4. Letter of Appreciation to John Corbett for his Service on the McKinleyville Municipal Advisory Committee (MMAC)

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

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

5. Letter of Appreciation to Mr. Edward “Buzz” Webb for his Service on the Headwaters Fund Board

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

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

6. Notice of Vacancy on the Headwaters Fund Board

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

Attachments: [Staff Report](#)
[HFB.pdf](#)
[Vacancy.pdf](#)

7. Approval of the Action Summary - Meeting of February 5, 2019

Recommendation: That the Board of Supervisors:
1. Approve the Action Summary for the meeting of February 5, 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 2-5-19](#)

8. Approve the Human Rights Commission's (HRC) Recommendation for the Humboldt Area Foundation's Grant Funding to Human Trafficking Projects

Recommendation: That the Board of Supervisors:
1. Approve the HRC's recommendation to award two \$10,000 Grants to Empower, Protect, Invest (EPI) and Native Women's Collective to be administered by the Humboldt Area Foundation.

Attachments: [Staff Report](#)
[HRCltr.pdf](#)
[HAFltr.pdf](#)
[EPIApp.pdf](#)
[NCapp.pdf](#)

County Administrative Office

9. Award Authorization for Professional Design and Construction Management Services for the Garberville Mini-Complex Project

Recommendation: That the Board of Supervisors:

1. Receive and accept the recommendation to qualify and award the professional services agreement for design and construction management services for the Garberville Mini-Complex Project to Sally Swanson Architects, Inc.; and
2. Authorize the Purchasing Agent to execute a professional services agreement with Sally Swanson Architects, Inc., after review by County Counsel and Risk Management.

Attachments: [Staff Report](#)
[Garberville Mini-Complex RFQ](#)

10. Amending Legislative Platform to Include Cannabis Marketing and Certification

Recommendation: That the Board of Supervisors:

1. Adopt a modification to the state legislative platforms to include an item titled "Cannabis Marketing and Certification."

Attachments: [Staff Report](#)

11. Bid Award Authorization for Clam Beach Park Americans with Disabilities Act (ADA) Project; Project Number 2017-204

Recommendation: That the Board of Supervisors:

1. Receive and file the bids for Accessibility upgrades at Clam Beach County Park Project Number 2017-204;
2. Award the project to the lowest responsible and responsive bidder, Adams Commercial General Contracting, Inc.; and
3. Authorize the Purchasing Agent to sign the construction agreement with Adams Commercial General Contracting, Inc. in the form of the attached sample agreement subject to approval from County Counsel and Risk Management.

Attachments: [Staff Report](#)
[Clam Beach Bid Results](#)
[Construction Agreement- ACGC](#)

County Clerk/Recorder/Registrar of Voters

12. Adopt Resolution Authorizing the County to Receive Grant Funding under the Voting System Replacement Contract 2018, Agreement No. 18G30112; Supplemental Budget (4/5 Vote Required); and Authorize Clerk/Recorder/Registrar of Voters to Execute Necessary Documents

- Recommendation:** That the Board of Supervisors:
1. Adopt the attached resolution authorizing the county to receive grant funding in the sum of \$542,000 through reimbursement provided by the State of California under the Voting System Replacement Contract 2018 Program;
 2. Adopt the attached supplemental budget for fiscal year 2018-19 in the amount of \$542,000 (4/5 vote required);
 3. Direct the Clerk of the Board to return a certified copy of the attached resolution to the Office of Elections for further processing and submission to the Secretary of State; and
 4. Authorize the Clerk/Recorder/Registrar of Voters to execute the necessary documents and the attached contract to carry out the purpose of the Board's order.

- Attachments:**
- [Staff Report](#)
 - [Attachment 1: Board Resolution](#)
 - [Attachment 2: Supplemental Budget \(19-146\)](#)
 - [Attachment 3: Agreement Voting System Replacement](#)
 - [Attachment 4: Contractor Certification](#)
 - [Attachment 5: General Terms and Conditions](#)
 - [Resolution 19-14](#)

13. District Resolutions to Transition to Even-Year Elections Pursuant to Senate Bill 415 (California Voter Participation Act)

- Recommendation:** That the Board of Supervisors:
1. Receive staff report;
 2. Receive staff impact analysis and district resolution for the Redway Community Services District; and,
 3. Approve Redway Community Services District resolution to transition to even-year elections pursuant California Elections Code, Sections 14050-14057.

- Attachments:**
- [Staff Report](#)
 - [Attachment 1 - CA Code Sections](#)
 - [Attachment 2 - Impact Analysis & Resolution - Redway CSD \(02.19.19\)](#)

Department of Health and Human Services: Administration

14. First Amendment with Express Services, Inc. Regarding the Referral of Temporary Employees for the Department of Health and Human Services

- Recommendation:** That the Board of Supervisors:
1. Approve, and authorize the Chair of the Board to execute, the attached first

amendment to the professional services agreement with Express Services, Inc. regarding the referral of temporary employees for the period of Sept. 20, 2018 through June 30, 2019 increasing the maximum amount payable from \$56,396 to \$112,792; and

2. Direct the Clerk of the Board to return two fully executed original copies of the attached first amendment to the professional services agreement with Express Services, Inc. to the Department of Health & Human Services - Contract Unit for further processing.

Attachments:

[Staff Report](#)

[First Amendment to the Professional Services Agreement with Express Services, Inc](#)

[Professional Services Agreement with Express Services, Inc.](#)

Department of Health and Human Services: Mental Health

15. First Amendment to the Professional Services Agreement with Nightingale Nurses, LLC Regarding the Provision of Supplemental Registered Nursing Personnel to Fill Various Positions at Department of Health and Human Services - Mental Health Facilities

Recommendation: That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached first amendment to the professional services agreement with Nightingale Nurses, LLC regarding the provision of supplemental registered nursing personnel for the period of June 29, 2018 through June 30, 2019;
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 professional services agreement with Nightingale Nurses, LLC regarding the provision of supplemental registered nursing personnel 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 (2) fully executed original copies of the attached first amendment to the professional services agreement with Nightingale Nurses, LLC to the Department of Health and Human Services - Contract Unit for further processing.

Attachments:

[Staff Report](#)

[First Amendment to the Professional Services Agreement with Nightingale Nurses, LLC Regarding the Provision of Supplemental Registered Nursing Personnel to Fill Various Positions at Department of Health and Human Services - Mental Health Facilities](#)

[WC 07-30-2019.pdf](#)

[GL AL UL Crime 07-01-2019.pdf](#)

16. Second Amendment to the Memorandum of Understanding with Crestwood Behavioral Health, Inc. Regarding the Provision of Emergency Evacuation Services

- Recommendation:** That the Board of Supervisors:
1. Approve, and authorize the Chair of the Board to execute, the attached second amendment to the memorandum of understanding (MOU) with Crestwood Behavioral Health, Inc. regarding the provision of emergency evacuation services for the period of June 1, 2012 through May 31, 2020;
 2. Authorize the Department of Health and Human Services - Mental Health Director, or a designee thereof, to execute all future amendments to the memorandum of understanding with Crestwood Behavioral Health, Inc. regarding the provision of emergency evacuation services, 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 (2) fully executed original copies of the attached second amendment to the Department of Health and Human Services - Contract Unit for further processing.

- Attachments:** [Staff Report](#)
[Second Amendment to the Memorandum of Understanding with Crestwood Behavioral Health, Inc. Regarding the Provision of Emergency Evacuation Services](#)
[First Amendment to the Memorandum of Understanding with Crestwood Behavioral Health, Inc. Regarding the Provision of Emergency Evacuation Services](#)
[Memorandum of Understanding with Crestwood Behavioral Health, Inc. Regarding the Provision of Emergency Evacuation Services](#)

Human Resources

17. Approve a Professional Services Agreement with Government Jobs, INC. DBA NEOGOV to Renew Applicant Tracking Services and Add Three Modules (Onboard, Learn, and Perform)

- Recommendation:** That the Board of Supervisors:
1. Approve, and authorize the Board Chair to execute, a professional services agreement with NEOGOV to continue applicant tracking services and add three modules (Onboard, Learn, Perform) in an amount not to exceed \$737,590 over the 5-year term; and
 2. Authorize the Director of Human Resources to execute any future amendments to the professional services agreement with NEOGOV that do not cumulatively exceed \$50,000 upon approval by Risk Management and County Counsel.

- Attachments:** [Staff Report](#)
[Professional services agreement with Government Jobs INC \(RM 2-7-19\) GL AL UL WC 08-25-2019 PL 01-25-2020.pdf](#)

Planning and Building Department

18. Overlap of Two Individuals in Administrative Services Manager Position

- Recommendation:** That the Board of Supervisors:
1. Authorize Overlap of two individuals in Administrative Services Manager from

December 16, 2018 through December 31, 2018.

Attachments: [Staff Report](#)

Probation

19. Monitoring and Associated Services Agreement with Track Group Inc., A Delaware Corporation

Recommendation: That the Board of Supervisors:

1. Approve the attached agreement between County of Humboldt Probation Department and Track Group, Inc. to provide electronic monitoring products and services to appropriate clients needing additional and/or increased supervision;
2. Authorize the Chief Probation Officer to execute this agreement, as well as any amendments and documents related to the agreement; and
3. Authorize the Chief Probation Officer or designee to exercise the first and second options to extend the agreement under the same terms and conditions of the agreement without requiring further approval from the Board of Supervisors.

Attachments: [Staff Report](#)
[Professional Service Agreement between County of Humboldt Probation Department](#)
[Vendor Comparison](#)

Public Works

20. Resolution Supporting the Creation of a Statewide Commission on Recycling Markets

Recommendation: That the Board of Supervisors:

1. Adopt the attached resolution supporting the creation of a statewide commission to address the significant challenges to California's recycling markets brought about by China's waste management policies; and
2. Direct the Clerk of the Board to return a fully executed certified copy of the attached resolution to the Department of Public Works for further processing.

Attachments: [Staff Report](#)
[Resolution in Support of a Statewide Commission on Recycling Markets.docx](#)
[CSAC National Sword LTR_Gov_1-8-19.pdf](#)
[Resolution 19-15](#)

21. Second Amendment to the Consultant Services Agreement with Lenders Construction Services, LLC Regarding the Provision of Construction Administration Services for the Humboldt County Juvenile Hall Replacement Facility Construction Project

Recommendation: That the Board of Supervisors:

1. Approve, and ratify the Public Works Director's execution of, the attached second amendment to the consultant services agreement with Lenders Construction Services, LLC regarding the provision of construction administration services for the Humboldt County Juvenile Hall Replacement Facility Construction Project.

Attachments: [Staff Report](#)
[Second Amendment to the CSA with LCS -Executed](#)
[First Amendment to the CSA with LCS - Executed](#)
[Consultant Services Agreement with LCS - Executed](#)
[Insurance Certificates for LCS](#)

22. Storm Damage Repair to Mitchell Road

Recommendation: That the Board of Supervisors:

1. Approve the attached plans and specifications for the Mitchell Road Storm Damage Repair Project; and
2. Direct the Clerk of the Board to advertise the above-mentioned project as required by Section 22037 of the California Public Contract Code, with bids to be opened on Tuesday, March 26, 2019, at 2:00 pm.

Attachments: [Staff Report](#)
[217300 Mitchell Rd PM 1.15_Plans.pdf](#)
[217300 Mitchell Rd PM 1.15_Special Provisions.pdf](#)
[Proof of Publication.pdf](#)

23. Storm Damage Repair to Lower Cappell Road

Recommendation: That the Board of Supervisors:

1. Approve the attached plans and specifications for the Lower Cappell Road Storm Damage Repair Project; and
2. Direct the Clerk of the Board to advertise the above-mentioned project as required by Section 22037 of the California Public Contract Code, with bids to be opened on Tuesday, March 26, 2019, at 2:00 pm.

Attachments: [Staff Report](#)
[217385 Lower Cappell PM 1.49 Plans.pdf](#)
[217385 Lower Cappell PM 1.49 Special Provisions.pdf](#)
[Proof of Publication.pdf](#)

24. Storm Damage Repair to Tompkins Hill Road (3H050) Post Mile 2.70; Federal Emergency Management Agency (FEMA) 4308-DR-CA PW-1301; Contract Number 217551

- Recommendation:** That the Board of Supervisors:
1. Authorize the Director of Public Works to sign Contract Change Order Number 1 for the total amount of \$6,676.52;
 2. Authorize the Director of Public Works to sign Contract Change Order Number 2 for the total amount of \$14,992.84;
 3. Accept the completed contract, including all change orders approved by the Public Works Department, between Van Meter Logging, Inc., and Humboldt County for construction of Storm Damage Repair to Tompkins Hill Road (3H050) Post Mile 2.70; and
 4. Approve the final claim for payment, as submitted by the Public Works Department to the Auditor/Controller, in the amount of \$7,707.39, which will bring the total amount paid to 100 percent of the contract.

- Attachments:** [Staff Report](#)
[Contract Change Order No. 1](#)
[Contract Change Order No. 2](#)
[Acceptance Statement](#)
[Executed Contract](#)
[Final Claim for Payment](#)

25. Lease/Purchase of One 2019 Gradall XL 3100 V Excavator, Authorization to Enter into Lease/Purchase Agreement and Declare Equipment Surplus (4/5 Vote Required)

- Recommendation:** That the Board of Supervisors:
1. Authorize the lease/purchase of one Gradall Excavator;
 2. Authorize the Purchasing Agent to enter into lease/purchase agreements with Umpqua Bank; and
 3. Declare one 1988 Gradall G3WD Excavator as surplus.

- Attachments:** [Staff Report](#)
[Umpqua Equipment Proposal](#)

26. Request for Budget Transfer/Adjustment in Roads Engineering (1200321)

- Recommendation:** That the Board of Supervisors:
1. Approve the attached Budget Transfer/Adjustment in the amount of \$1,000,000 for the Roads-Engineering Division to continue funding the Williams Creek Bridge Replacement.

- Attachments:** [Staff Report](#)
[321 Request for Budget Transfer](#)

Sheriff

**27. Deallocate Sheriff's Compliance Officer and Allocate Supervising Correctional Deputy Position
(4/5 Vote Required)**

- Recommendation:** That the Board of Supervisors:
1. Approve the allocation of one full-time (1.0 FTE) Supervising Correctional Deputy position (salary range 430, class 0420) in budget unit 243 effective immediately (4/5 vote required); and
 2. Approve the deallocation of the Sheriff's Compliance Officer position (salary range 420, class 0422 in budget unit 243) (4/5 vote required).

Attachments: [Staff Report](#)
 [Classification Review Request](#)

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.

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

G. ITEMS PULLED FROM CONSENT

H. MATTERS INITIATED BY BOARD MEMBERS**Board of Supervisors**

1. Climate Change Assessment Presentation Related to the North Coast Region (Supervisor Mike Wilson)

Recommendation: That the Board of Supervisors:

1. Hear the presentation and take appropriate action, if required.

Attachments: [Staff Report](#)

[20180827-NorthCoast Climate Change Assessment.pdf](#)

2. Consider Directing County Staff to Track County Expenses within the McKinleyville Community Services District (MCSD) Area Boundaries (Supervisor Steve Madrone)

Recommendation: That the Board of Supervisors:

1. Direct County Department Heads and/or county staff to track county expenses within the MCSD area boundaries for a minimum of 12 months and report back to the Board of Supervisors with their findings.

Attachments: [Staff Report](#)

[MCSD Boundary and Sphere of Influence Map.pdf](#)

[Public Comment](#)

I. DEPARTMENT REPORTS

J. PUBLIC HEARINGS**County Administrative Office**

1. Public Hearing to Modify the Humboldt County Schedule of Fee and Charges Related to Participation in the County's CalOrigin Track and Trace Program

Recommendation: That the Board of Supervisors:

1. Open the public hearing;
2. Introduce by title, Ordinance No. _____ (Attachment 2), amending the Humboldt County Schedule of Fees and Charges for 2018-19 (Attachment 1), waive the first reading of the ordinance;
3. Receive the staff report and public comments;
4. Approve changes to track and trace fee remittance requirements; as shown on attachment 2;
5. Adopt the Ordinance No. _____ (Attachment 1);
6. Direct the Clerk of the Board, within 15 days, to publish a post-adoption summary of the ordinance (Attachment 3) 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)]; and
7. Close the public hearing.

Attachments: [Staff Report](#)
[Fee Ordinance](#)
[18-19 February Fee Schedule Update](#)
[Post-Adoption Summary Re Ordinance Amending Schedule of Fees](#)
[Proof of Publication](#)

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 two 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://humboldt.gov/>