

**BOARD OF SUPERVISORS**

REX BOHN  
First District  
ESTELLE FENNEL  
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

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

**AGENDA**

**Tuesday, September 19, 2017**

**9:00 AM**

**Regular Meeting**

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**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.*

**Auditor/Controller**

**1. Payroll Clearing Transfer for Fiscal Year**

**Recommendation:** That the Board of Supervisors approve the attached fiscal year 2016-2017 appropriation transfer for \$190,812; and authorize the Auditor-Controller to make minor budget adjustments as needed to provide sufficient appropriations to cover actual expenditures for fiscal year 2016-2017.

**Attachments:** [Payroll Clearing Transfer for Fiscal Year](#)

**Board of Supervisors**

2. Continuation of Emergency: Existence of a Local Health Emergency Caused by Air Quality Impacts Due to Smoke from Wildfires That Began on July 25, 2017 (Supervisor Virginia Bass)

**Recommendation:** That the Board of Supervisors declare that a local health emergency caused by air quality impacts due to smoke from wildfires that began on July 25, 2017, remains in effect until October 3, 2017.

**Attachments:** [Continuation of Local Emergency Due to Wildfire Smoke](#)

3. Afterschool Arts Instruction Grant Letter of Support (Supervisor Virginia Bass)

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

**Attachments:** [Afterschool Arts Instruction Grant Letter of Support](#)

**Clerk of the Board**

4. Approval of the Action Summary - Meeting of September 12, 2017

**Recommendation:** That the Board of Supervisors approve the Action Summary for the meeting of September 12, 2017 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

**Attachments:** [Action Summary - Meeting of September 12, 2017](#)

**County Administrative Office**

5. Appoint an Authorized Designee to Review Less Than Three Acre Conservation Exemptions for the Board of Forestry and Fire Protection

**Recommendation:** That the Board of Supervisors appoint the Planning and Building Director to be the authorized designee to review less than three acre conversion exemptions for the Board of Forestry and Fire Protection (BFFP).

**Attachments:** [Designee to Review Less Than Three Acre Conservation Exemptions](#)

**6. Set Public Hearing for Adoption of Fee Updates**

**Recommendation:** That the Board of Supervisors direct the Clerk of the Board to schedule a public hearing on Tuesday, October 3, 2017 at 9:00 a.m. or as soon thereafter as the matter may be heard, for consideration of adoption of an ordinance updating the Humboldt County Schedule of Fees and Charges; direct the Clerk of the Board to post and publish the required pre-adoption summary of the ordinance and public hearing notice for updating the Humboldt County Schedule of Fees and Charges at least 10 (ten) days prior to the public hearing, two publications are required, with at least five (5) days intervening between the dates of the first and last publication, not counting such publication dates; direct the Clerk of the Board to have the data and documentation supporting the new fees for public review at least ten (10) days prior to the public hearing; and direct the Clerk of the Board to post a certified copy of the full text of the proposed ordinance in the office of the Clerk of the Board of Supervisors at least five (5) days prior to the Board meeting at which the ordinance will be adopted [Government Code Section 25124(b)(1)].

**Attachments:** [Set Public Hearing for Adoption of Fee Updates](#)

**County Clerk/Recorder/Registrar of Voters****7. Allocate One Full-Time Equivalent (1.0 FTE) Recordable Documents Examiner I/II Position in Budget Unit 271**

**Recommendation:** That the Board of Supervisors approve the allocation of one full-time (1.0 FTE) Recordable Documents Examiner I/II position (salary range 287/316, class 0155) in budget unit 271 effective immediately; and approve freezing one full-time (1.0 FTE) Senior Recordable Documents Examiner position effective October 2, 2017.

**Attachments:** [Allocate 1.0 FTE Recordable Documents Examiner Position](#)

**8. Supplemental Budget and Request for Transfer of Funds from Recorder's Records Conversion Trusts (4/5 Vote Required)**

**Recommendation:** That the Board of Supervisors approve the attached supplemental budget for \$14,355 to provide funding for assembly of and index by document number; authorize the Clerk Recorder to sign BMI Change Order for Humboldt County, Ca; and direct the Auditor's Office to implement the attached supplemental budget (4/5 vote required).

**Attachments:** [Supplemental Budget and Request for Transfer of Funds](#)

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

9. Authorize Temporary Increase in Pay for Regina Martinez, Senior Fiscal Assistant Pursuant to Article 12.4.1 of the AFSCME Memorandum of Understanding (MOU)

**Recommendation:** That the Board of Supervisors authorize temporary increase in pay for Senior Fiscal Assistant, Regina Martinez, (Class 0124, Range 347) as though promoted to Fiscal Services Supervisor (Class 1149, Range 376) beginning September 26, 2017 and continuing until the position is filled.

**Attachments:** [Temporary Increase in Pay for Senior Fiscal Assistant](#)

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

10. Professional Services Agreement with Dimension Reports LLC Regarding the Provision of Reporting Services Related to Behavioral Health Claims Submitted to the California Department of Health Care Services for Fiscal Years 2017-2018 through 2020-2021

**Recommendation:** That the Board of Supervisors approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Dimension Reports LLC regarding the provision of reporting services related to behavioral health claims submitted to the California Department of Health Care Services for fiscal years 2017-2018 through 2020-2021; and direct the Clerk of the Board to return two (2) fully executed originals of the attached professional services agreement to the Department of Health and Human Services - Contract Unit.

**Attachments:** [Professional Services Agreement with Dimension Reports LLC](#)

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

11. Agreement with Humboldt State University's California Center for Rural Policy for the Dental Transformation Initiative's Local Dental Pilot Project

**Recommendation:** That the Board of Supervisors approve the agreement with Humboldt State University's California Center for Rural Policy (CCRP) for the Dental Transformation Initiative's Local Dental Pilot Project (LDPP); direct the Chair of the Board to sign two (2) originals of the agreement; direct the Clerk of the Board to return one signed original to Department of Health and Human Services (DHHS) - Contract Unit for submission to Public Health; and authorize the Director of Public Health or designee to sign future amendments or budget revisions directly related to this agreement upon review and approval of County Counsel and Risk Management.

**Attachments:** [Agreement with HSU's California Center for Rural Policy](#)

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

12. Agreement with Red Deer Consulting for Tribally-Specific Cultural Advising and Mentoring Services for Children and Youth

**Recommendation:** That the Board of Supervisors approve the agreement between County of Humboldt and Red Deer Consulting for tribally-specific cultural advising and mentoring services to children and youth for fiscal year 2017-18; 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 - Children and Family Services.

**Attachments:** [Agreement with Red Deer Consulting](#)

**Human Resources**

13. Revision to the Amendment of the Memorandum of Understanding between the County of Humboldt and the American Federation of State, County and Municipal Employees, Local 1684 to Adopt the New 40 Hour Classifications of Senior Boat Operator, Geographic Information Systems Analyst and Geographic Information Systems Coordinator

**Recommendation:** That the Board of Supervisors adopt the new 40 hour class of Senior Boat Operator (salary range 367, class 0441, unit 03) into the classification plan; adopt the 40 hour class of Geographic Information Systems Analyst (salary range 410, class 0339, unit 04) into the classification plan; adopt the 40 hour class of Geographic Information Systems Coordinator (salary range 446, class 0338, unit 04) into the classification plan; and adopt Resolution No. \_\_\_\_\_ (attached) approving the Amendment to Appendix A of the Memorandum of Understanding between the County of Humboldt and the American Federation of State, County and Municipal Employees (AFSCME), Local 1684 to include the new 40 hour classifications of Senior Boat Operator, Geographic Information Systems Analyst and Geographic Information Systems Coordinator, effective the beginning of the biweekly pay period following approval.

**Attachments:** [Resolution, New Classifications](#)

**Libraries**

14. Year-End Supplemental Budget Request for Fiscal Year (FY) 2016-17 (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors approve the attached Supplemental Budget in Fund 1500 Budget Unit 621 in FY 2016-17.

**Attachments:** [Year-End Supplemental Budget Request](#)

**Planning and Building Department**

15. Adoption of Ordinance Adding Chapter 3 of Division 4 to Title VIII of the Humboldt County Code Relating to Expedited Permitting of Electric Vehicles and Electric Vehicle Charging Stations

**Recommendation:** That the Board of Supervisors adopt Ordinance No. \_\_\_\_\_, relating to Expedited Permitting of Electric Vehicles and Electric Vehicle Service Equipment, adding Chapter 3 of Division 4 to Title VIII of the Humboldt County Code.

**Attachments:** [Ordinance Relating to Expedited Permitting of Electric Vehicles and Service Equipr](#)

**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.*

1. Public Comment Sign-In Sheet and Handouts

**Attachments:** [Public Comment Sign-In Sheet and Handouts](#)

**E. SPECIAL PRESENTATIONS****Board of Supervisors**

1. Resolution Recognizing DHHS's Immunization Coordinator Susan Wardrip, RN, on Her Retirement (Supervisor Virginia Bass)

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

**Attachments:** [Susan Wardrip Retirement Resolution](#)

2. Proclaim September 2017 as National Recovery Month (Supervisor Virginia Bass)

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

**Attachments:** [National Recovery Month Proclamation](#)

**F. MATTERS SET FOR TIME CERTAIN****G. ITEMS PULLED FROM CONSENT**

## H. MATTERS INITIATED BY BOARD MEMBERS

1. Discussion of Prorated Collection of Excise Tax in the First Year of Approval for New Cultivation Sites (Supervisor Estelle Fennell and Supervisor Ryan Sundberg)

**Recommendation:** That the Board of Supervisors direct staff to implement prorated collection of excise tax for new cultivation sites in the first year of approval.

**Attachments:** [Prorated Collection of Excise Tax](#)

2. Discussion of Need for Ordinance(s) to Prohibit Cannabis Activities in the Coastal Zone Until Certification of Coastal Cannabis Regulations and Defining the County Commercial Medical Marijuana Land Use Ordinance to Address Adult or Recreational Use of Marijuana (Supervisor Estelle Fennell and Supervisor Ryan Sundberg)

**Recommendation:** That the Board of Supervisors direct staff to prepare ordinances to address the following: prohibit cannabis activities in the Coastal Zone of Humboldt County until regulations governing cannabis activities have been adopted by the County of Humboldt, certified by the California Coastal Commission and become effective; and define Adult or recreational use of Cannabis to fall under the regulations established in the Commercial Medical Marijuana Land Use Ordinance.

**Attachments:** [Ordinances to Prohibit Cannabis Activities in the Coastal Zone](#)

## I. DEPARTMENT REPORTS

### County Administrative Office

1. Responses to 2016-17 Grand Jury Reports: Jails and Law Enforcement Facilities; Managing Our Waste; Rural Policing; Workforce Development

**Recommendation:** That the Board of Supervisors review and modify as necessary the proposed Grand Jury responses from the Board of Supervisors (Attachments 2, 5 and 7), and the Workforce Development Board (Attachment 10); receive reports from the Sheriff (Attachments 3 and 8); approve the documents, as may be modified, as the response; direct the Clerk of the Board, within five working days, to submit the final response with an accompanying Board Order to the 2016-17 Grand Jury and the Presiding Judge of the Superior Court; and direct the Clerk of the Board, within five working days, to submit two copies of all responses to the County Clerk/Recorder, one of which will be forwarded to the State Archivist, together with a copy of the original report.

**Attachments:**      [Staff Report](#)  
[Law Enforcement Facilities - Grand Jury Report](#)  
[Law Enforcement Facilities - BOS Response](#)  
[Law Enforcement Facilities - Sheriff Response](#)  
[The Authority to Manage Our Waste - Grand Jury Report](#)  
[The Authority to Manage Our Waste - BOS Response](#)  
[Rural Policing in Humboldt County - Grand Jury Report](#)  
[Rural Policing in Humboldt County - BOS Response](#)  
[Rural Policing in Humboldt County - Sheriff Response](#)  
[Workforce Development Board - Grand Jury Report](#)  
[Workforce Development Board - WDB Response](#)

### **In-Home Supportive Services**

2. Humboldt County Public Authority for In-Home Supportive Services (IHSS) to Approve Recommendation to Reappoint IHSS Advisory Board Members; Approve Recommendation to Accept the Resignation of an IHSS Advisory Board Member; and Approve Recommendation to Appoint an IHSS Advisory Board Member

**Recommendation:** That the Board of Supervisors adjourn as Humboldt County Board of Supervisors; convene as the Governing Board of the Humboldt County In-Home Supportive Services (IHSS) Public Authority and consider the following agenda: a. Approve recommendation to reappointment Ms. Deborah Kindley and Ms. Margaret Lewis, b. Approve recommendation to accept resignation of Ms. Donna Wheeler, c. Approve recommendation to appoint Ms. Amanda Winstead; and reconvene as Humboldt County Board of Supervisors.

**Attachments:**      [IHHS Appointments](#)

## **J. PUBLIC HEARINGS**

## **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/>**