

**BOARD OF SUPERVISORS**

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County Administrative Officer  
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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, May 11, 2021**

**9:00 AM**

**Regular Meeting - Virtual**

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*In accordance with Executive Order N-29-20 the Humboldt County Board of Supervisors meetings will be held virtually until further notice.*

***Email Public Comment:***

*To submit public comment to the Board please email [cob@co.humboldt.ca.us](mailto:cob@co.humboldt.ca.us), provide your name and the agenda item number(s) on which you wish to comment. All public comment submitted after the agenda has been published will be included with the administrative record after the fact.*

***Zoom Public Comment:***

*When the Board of Supervisors announce the agenda item that you wish to comment on, call the conference line and turn off your TV or live stream. Please call 669-900-9128, enter Meeting ID 916 0999 7733 and press star (\*) 9 on your phone, this will raise your hand. You'll continue to hear the Board meeting on the call.*

*When it is time for public comment on the item you wish to speak on, the Clerk of the Board of Supervisors staff will unmute your phone. You'll hear a prompt that will indicate your phone is unmuted. Staff will then ask you to state your name and begin your comment. You will have 3 minutes to comment.*

*You may access the live stream of the meeting by using the following link:  
<https://humboldt.legistar.com>*

*The County of Humboldt is committed to providing equal access to all county programs, services and activities through the provision of accommodations for individuals with disabilities as required under the Americans with Disabilities Act (ADA). With 72 hours prior notice, a request for reasonable accommodation or modification can be made. Please contact the Clerk of the Board Office at 707-476-2390 or by email [cob@co.humboldt.ca.us](mailto:cob@co.humboldt.ca.us) or the ADA Coordinator at 844-365-0352 or by email at [ada@co.humboldt.ca.us](mailto:ada@co.humboldt.ca.us)*

**A. ROLL CALL**

**B. SALUTE TO THE FLAG**

**C. MODIFICATIONS TO THE AGENDA**

**D. CONSENT CALENDAR**

*These matters are routine in nature and are usually approved by a combined single vote.*

**Board of Supervisors**

1. Proclaim May 2021 as Mental Health Awareness Month in Humboldt County (Supervisor Virginia Bass)

**Recommendation:** That the Board of Supervisors:  
1. Adopt the Proclamation.

**Attachments:** [Staff Report](#)  
[Mental Health Month .pdf](#)

2. May is CalFresh Awareness Month (Supervisor Virginia Bass)

**Recommendation:** That the Board of Supervisors:  
1. Adopt the Proclamation.

**Attachments:** [Staff Report](#)  
[CalFresh.pdf](#)

3. Proclaim Special Districts Week is May 16-23, 2021 in Humboldt County (Supervisor Steve Madrone)

**Recommendation:** That the Board of Supervisors:  
1. Adopt the Proclamation.

*Attachments:*      [Staff Report](#)  
                             [Special Districts Week Proclamation.pdf](#)

**Clerk of the Board****4. Approval of the Action Summary - Meeting of May 4, 2021**

**Recommendation:** That the Board of Supervisors:

1. Approve the Action Summary for the meeting of May 4, 2021 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](#)

[5-4-2021 Action Summary](#)

[Approved Action Summary.pdf](#)

**County Administrative Office****5. Agreement Amendment with Macias, Gini & O'Connell, LLP and Supplemental Budget (4/5 Vote Required)**

**Recommendation:** That the Board of Supervisors:

1. Approve and authorize the Chair of the Board to execute, the attached amendment to the professional services agreement (Attachment 1) with Macias, Gini & O'Connell, LLP (MGO) in the amount of \$500,000 for financial advisory services; and
2. Adopt the attached supplemental budget (Attachment 3) in the amount of \$100,000 for fiscal year (FY) 2020-21 in the County Administrative Office - Management and Budget Team (CAO-MBT) budget unit 1100-103 (4/5 vote required).

**Attachments:**

[Staff Report](#)

[Attachment 1 MGO Contract Amendment Executed](#)

[Attachment 2 Executed MGO Contract Final](#)

[Attachment 3 Supplemental-Budget-MGO](#)

[Executed Amended Agreement.pdf](#)

[Public Comment.pdf](#)

**Department of Health and Human Services: Administration****6. Authorize a temporary increase in pay for Charla Rowe, Mental Health Clinician II pursuant to Section 12.4.1 of the American Federation of State, County and Municipal Employees (AFSCME) Memorandum of Understanding (MOU)**

**Recommendation:** That the Board of Supervisors:

1. Authorize a temporary increase in pay for Mental Health Clinician II Charla Rowe (class 0909B, range 460) as though promoted to Quality Management Coordinator (class 0915, range 478) beginning May 15, 2021 and continuing until the incumbent returns from leave.

**Attachments:** [Staff Report](#)  
[12.4.1 Assign Supervisor Duties](#)

7. Ratification of Agreements by and Between the Department of Health and Human Services and Various State of California Agencies in Response to COVID-19 and Supplemental Budget (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors:

1. Ratify the execution of various State of California Standard Agreements by the Department of Health and Human Services Director and designees thereof in response to COVID-19;
2. Authorize the Director of Public Health or a designee thereof to sign all future amendments and documents directly related to these agreements upon review and approval of County Counsel and Risk Management;
3. Approve the attached supplemental budget to supplement Fund 1175, Budget Unit 455006 - Homeless Coordinating & Financing for Fiscal Year 2020-21 (4/5 vote required); and
4. Direct the Clerk of the Board to return a certified copy of the Board order to the Department of Health and Human Services - Contract Unit.

**Attachments:** [Staff Report](#)  
[Standard Agreement with Business, Consumer Services, and Housing Agency # 20-](#)  
[Standard Agreement with Business, Consumer Services, and Housing Agency # 20-](#)  
[Grant Agreement with County Medical Services Program Governing Board COVID](#)  
[California Department of Public Health CalCONNECT Data Use and Disclosure Ag](#)  
[Supplemental Budget](#)  
[b1c72822-5e13-4ceb-ae2c-72bda6c6f85a](#)

8. Ratification of Agreements by and Between the Department of Health and Human Services and Various Community Partners in Response to COVID-19

**Recommendation:** That the Board of Supervisors:

1. Ratify the execution of various agreements by the Department of Health and Human Services Director and designees thereof in response to COVID-19;
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute all future amendments to these agreements in response to COVID-19 upon review and approval of County Counsel, Risk Management and the County Administrative Office; and

3. Direct the Clerk of the Board to return a certified copy of the Board order to the Department of Health and Human Services - Contract Unit.

***Attachments:***

[Staff Report](#)  
[Professional Services Agreement with Areli Cupp](#)  
[Memorandum of Understanding \("MOU"\) with McKinleyville Community Services](#)  
[Second Amendment to the MOU with Blue Lake Rancheria](#)  
[MOU with City of Arcata](#)  
[First Amendment to the MOU with City of Arcata](#)  
[MOU with City of Fortuna](#)  
[MOU with College of the Redwoods](#)  
[MOU with Humboldt County Office of Education](#)  
[First Amendment to the MOU with Humboldt County Office of Education](#)  
[MOU with St. Joseph Hospital of Eureka](#)  
[MOU with Hoopa Valley Tribe](#)  
[MOU with United Indian Health Services and the County of Del Norte](#)

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

9. Professional Services Agreement with Willow Glen Care Center Regarding the Provision of Sub-Acute Transitional Mental Health, Specialty Mental Health and Social Rehabilitation Services to Eligible Humboldt County Residents

***Recommendation:***

That the Board of Supervisors:

1. Receive and file the proposals in response to Request for Proposals No. DHHS2020-01 for the provision of Sub-Acute Transitional Mental Health, Specialty Mental Health and/or Social Rehabilitation Services;
2. Approve the selection of Willow Glen Care Center as the mental health treatment facility to provide sub-acute transitional mental health, specialty mental health and social rehabilitation services to eligible Humboldt County residents; and
3. Authorize the Department of Health and Human Services - Behavioral Health Director, or a designee thereof, to execute a professional services agreement with Willow Glen Care Center regarding the provision of sub-acute transitional mental health, specialty mental health and social rehabilitation services to eligible Humboldt County residents that is substantially similar to the attached sample professional services agreement, and any subsequent amendments thereto, after review and approval by County Counsel, Risk Management and the County Administrative Office.

***Attachments:***

[Staff Report](#)  
[Request for Proposals No. DHHS2020-01 Regarding the Provision of Sub-Acute Tr](#)  
[Proposals submitted in response to Request for Proposals No. DHHS2020-01](#)  
[Sample Professional Services Agreement Regarding the Provision of Sub-Acute Tra](#)

**10. Recognition of Donations made to the Department of Health and Human Services - Behavioral Health Healthy Moms Program**

**Recommendation:** That the Board of Supervisors:

1. Accept the donation of \$500 made to the Healthy Moms Program from the Masonic Lodge of Eureka.

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

**District Attorney**

**11. Retroactive Advanced Salary Step Request for District Attorney Chief Investigator, Kyla Baxley (4/5 Vote Required)**

**Recommendation:** That the Board of Supervisors:

1. Approve a step increase for District Attorney Chief Investigator Kyla Baxley (class 0404, position 01, salary range 501) from Step C to Step E, effective as of the hire date of April 1, 2021, pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

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

**12. Resolution Authorizing a Decrease in the Revolving Petty Cash Fund Established for Use by the Humboldt County District Attorney's Office Investigation Division**

**Recommendation:** That the Board of Supervisors:

1. Adopt the attached resolution which authorizes a decrease in revolving petty cash fund established for use by the Humboldt County District Attorney's Office Investigation Division by \$21.91 to the amount of 3,000;
2. Authorize the return deposit of \$21.91 into budget unit 1100-205;
3. Authorize the Chief Investigator of the Humboldt County District Attorney's Office to be the custodian of record for the revolving petty cash fund established for use by the Humboldt County District Attorney's Office Investigation Division; and
4. Direct the Clerk of the Board to transmit fully executed certified copies of the attached resolution to the Humboldt County Auditor-Controller and the Humboldt County Treasurer-Tax Collector.

**Attachments:** [Staff Report](#)  
[Resolution Authorizing and Decreasing HCDAI Petty Cash](#)  
[Resolution 21-44.pdf](#)

**Planning and Building Department****13. Approve Administrative Civil Penalty Assessment on Various Properties**

**Recommendation:** That the Board of Supervisors:

1. Approve the proposed Administrative Civil Penalty Assessments on property owners who are in violation of various Humboldt County Codes including violation of Commercial Cannabis Land Use Ordinance (CCLUO) (formerly Commercial Medical Marijuana Ordinance) in the amount of \$900,000.00 plus administrative costs incurred in accordance with Title III, Division 5, Chapter 2, section 352-20 Summary Approval of Proposed Administrative Civil Penalty Assessments.

**Attachments:**

[Staff Report](#)

[ATTACHMENT A Flora.pdf](#)

[ATTACHMENT B Gyani.pdf](#)

[ATTACHMENT C RAN-JCN.pdf](#)

[ATTACHMENT D Phelps.pdf](#)

**Public Defender****14. Extension of Extra Help Hours - Conflict Counsel Budget Unit 1100246 (4/5 Vote Required)**

**Recommendation:** That the Board of Supervisors:

1. Extend Ronald Smith, Legal Office Assistant, extra-help employment hours to a maximum of 1450 hours for fiscal year (FY) 2020-21 pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

**Attachments:**

[Staff Report](#)

**Public Works****15. Resolution Authorizing the Humboldt County Department of Public Works to Apply For, and Accept, if Awarded, Funding Made Available through the California Climate Investment Fire Prevention Grant Program**

**Recommendation:** That the Board of Supervisors:

1. Adopt the attached resolution authorizing the Humboldt County Department of Public Works Director to apply for, and accept, if awarded, funding made available through the California Climate Investment Fire Prevention Grant Program in order to fund implementation of the Humboldt Community Wildfire Protection Plan; and
2. Direct the Clerk of the Board to provide a fully executed original copy of the



attached resolution to the Humboldt County Department of Public Works for submission to the California Department of Forestry and Fire Protection.

**Attachments:**      [Staff Report](#)  
                             [Attachment 1-Resolution Re California Climate Investment Fire Prevention Grant.d](#)  
                             [Resolution 21-45.pdf](#)

### **Sheriff**

16. Position Allocation Modification to Humboldt County Correctional Facility (HCCF) to Deallocate 1.0 Full-time Equivalent (FTE) Senior Legal Office Assistant and Allocate 1.0 FTE Administrative Secretary

**Recommendation:** That the Board of Supervisors:

1. Approve the allocation of 1.0 FTE Administrative Secretary (salary range 345, class 0164) in budget unit 1100-243 effective June 13, 2021; and
2. Approve the deallocation of 1.0 FTE Senior Legal Office Assistant (salary range 353, class 0168) in budget unit 1100-243 effective June 13, 2021.

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

17. Establishing Fixed Asset Line for Budget Unit 1100-243 Correctional Facility and Approve Appropriation Transfer (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors:

1. Approve an appropriations transfer request establishing a fixed asset line in fiscal year (FY) 2020-21 Budget Unit 1100-243 Correctional Facility for the purchase and installation of a boiler (Attachment 1) (4/5 vote required).

**Attachments:**      [Staff Report](#)  
                             [Budget Transfer Request for 243](#)

## **E. 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. 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.*

## **F. SPECIAL PRESENTATIONS**

## **G. ITEMS PULLED FROM CONSENT**

## **H. MATTERS INITIATED BY BOARD MEMBERS**

**I. DEPARTMENT REPORTS****County Administrative Office****1. County Considerations After Proposed June 15 Reopening**

- Recommendation:*** That the Board of Supervisors:
1. Consider directing departments to return to in-person work activities after June 15, following applicable safety guidance, as determined by the Humboldt County Health Officer, Human Resources, Department of Health & Human Services - Public Health and the County Administrative Office;
  2. Consider holding in-person Board meetings in the Board of Supervisors Chambers beginning the first meeting after June 15, following safety guidelines detailed in Recommendation 1;
  3. Create and appoint two Board members to an ad hoc to identify telework opportunities and issues and/or develop a permanent telework policy;
  4. Adopt a Resolution Approving the California Supplement Paid Sick Leave (SPSL) effective January 1, 2021, to include a grace period and sunset date of October 30, 2021; and
  5. Direct Human Resources to establish a new bank of leave hours for each county employee in accordance with Senate Bill (SB) 95.

- Attachments:*** [Staff Report](#)  
[Att 1 - Governor Newsom Outlines the State's Next Step in the COVID-19 Pandemic](#)  
[Att 2 - Beyond the Blueprint for a Safer Economy.pdf](#)  
[Att 3 - guidance-office-workspaces.pdf](#)  
[Att 4 - Resolution 20-20 - Interim Telecommuting Policy.pdf](#)  
[Att 5 - SPSL Resolution- FINAL.docx](#)  
[Resolution 21-46.pdf](#)

**Public Works**

2. Support Letter for Proposed Railbanking of North Coast Railroad Authority Line within Humboldt County

**Recommendation:** That the Board of Supervisors:

1. Receive a staff report and public comment; and
2. Approve, and authorize the Chair of the Board to sign, the attached letter supporting preservation of the North Coast Railroad Authority's railroad right-of-way through railbanking for interim trail use and subject to possible future reconstruction and reactivation of the right-of-way for rail service.

**Attachments:** [Staff Report](#)  
[Attachment 1 - NCRA railbanking support letter](#)  
[Attachment 2 - NCRA map](#)  
[Attachment 3 - NCRA combined ER-HR](#)  
[Attachment 4 - NCRA railbanking GP-zoning conformance review\\_4-21-2021](#)  
[Support Letter for Proposed Railbanking.pdf](#)  
[Public Comment.pdf](#)

**J. PUBLIC HEARINGS****K. DISCUSSION ITEMS****L. MATTERS SET FOR TIME CERTAIN****Board of Supervisors - Closed Session**

1. 1:30 p.m. - Conference with Legal Counsel – pursuant to Government Code Section 54956.9(d) (1) to discuss existing litigation in the case of Owings v. County of Humboldt, EEOC No. 550-2020-01658.
2. 1:30 p.m. - Conference with Labor Negotiator - Pursuant to Government Code section 54957.6 it is the intention of the Board of Supervisors to meet in closed session to review the County's position and instruct its designated labor negotiators. Labor negotiators: Kelly Barns, Elishia Hayes and Jack Hughes. Employee Organizations (represented and unrepresented): American Federation of State, County and Municipal Employees (AFSCME Local 1684), Humboldt County Attorneys Association, Humboldt Deputy Sheriffs Organization (Law Enforcement Non-Management Unit), Humboldt Deputy Sheriffs Organization (Law Enforcement Management Unit), Elected and Appointed Department Heads, and Management and Confidential Employees.

**M. CLOSED SESSION**

**N. 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 three 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/>**