

**BOARD OF SUPERVISORS**

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MICHELLE BUSHNELL  
Second District  
MIKE WILSON  
Third District  
VIRGINIA BASS  
Chair - Fourth District  
STEVE MADRONE  
Vice Chair - Fifth District



**COUNTY STAFF**

ELISHIA HAYES  
County Administrative Officer  
SCOTT MILES  
Interim 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 - Final**

Tuesday, November 8, 2022

9:00 AM

Regular Meeting - Hybrid

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**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 720 707 2699, enter Meeting ID 816 9742 6254 and press star (\*) 9 on your phone, this will raise your hand. You'll continue to hear the Board meeting on the call.

**PLEASE TURN OFF YOUR TV OR LIVE STREAM TO AVOID DELAYS.**

When it is time for public comment on the item you wish to speak on, you'll hear a prompt that will indicate your phone is unmuted. Please state your name and the agenda item number you will be commenting on. 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 qualified disabilities as required under the Americans with Disabilities Act. 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**

**Board of Supervisors**

[22-1424](#)

1. Proclaim November 2022 as Adoption Awareness Month (Supervisor Michelle Bushnell)

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

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

[22-1427](#)

2. Continuation of the Local Emergency Due to Drought

**Recommendation:** That the Board of Supervisors:  
1. Declare that a local emergency remains in effect, per Resolution 21-77, until Dec. 6, 2022, enabling the County of Humboldt and other local government entities to adequately plan, prepare and implement policy to be able to effectively respond to the threat posed by the drought.

**Attachments:** [Staff Report](#)  
[Resolution 21-77.pdf](#)

[22-1475](#)

3. Hunger and Homelessness Awareness Week Proclamation (Supervisor Virginia Bass)

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

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

[22-1518](#)

4. Appoint Alissa Norman to the Humboldt County Human Rights Commission Representing the Fifth District (Supervisor Steve Madrone)

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

**Attachments:** [Staff Report](#)  
[Human Rights Commissin Roster as of 110822.pdf](#)

### **Clerk of the Board**

[22-1477](#)

5. Approval of the Action Summary - Meeting of October 25, 2022

**Recommendation:** That the Board of Supervisors:  
1. Approve the Action Summary for the meeting of October 25, 2022, and authorize the Clerk of the Board and the Board Chair to sign the minute book in accordance with California Governmental Code Section 25103.

**Attachments:** [Staff Report](#)  
[Action Summary - October 25, 2022.pdf](#)  
[MINUTE SHEET.docx](#)  
[Executed Action Summary - October 25, 2022.pdf](#)

[22-1509](#)

6. Approval of the Action Summary - Meeting of November 1, 2022

**Recommendation:** That the Board of Supervisors:  
1. Approve the Action Summary for the meeting of November 1, 2022, and authorize the Clerk of the Board and the Board Chair to sign the minute book in accordance with California Governmental Code Section 25103.

**Attachments:** [Staff Report](#)  
[Action Summary - Meeting of November 1, 2022.pdf](#)  
[MINUTE SHEET.docx](#)  
[Executed Action Summary - November 1, 2022.pdf](#)

### **County Administrative Office**

[22-1469](#)

7. Bid Authorization for Construction of the Clark Complex Americans with Disabilities Act

## Modification Project (Project Number 2022-401)

- Recommendation:** That the Board of Supervisors:
1. Receive and approve the plans and specifications for construction of the Clark Complex Americans with Disabilities Act Modification Project (Project Number 2022-401); and
  2. Authorize the Clerk of the Board to advertise the above-referenced project, pursuant to Section 22037 of the California Public Contract Code, with bids to be opened on December 6, 2022.

- Attachments:** [Staff Report](#)  
[Attachment 1- Architectural Plans for the Clark Complex ADA Modification Proj](#)  
[Attachment 2- Lead Specifications for the Clark Complex ADA Modification Pro](#)  
[Attachment 3- Technical Specifications for the Clark Complex ADA Modificatio](#)  
[Attachment 4- Hazardous Materials Assessment.pdf](#)

[22-1470](#)

8. Change Order Authorization for the Humboldt County Correctional Facility Accessibility Improvement Project, Project Number 2019-102, and Budget Transfer Request (4/5 Vote Required)

- Recommendation:** That the Board of Supervisors:
1. Authorize the Purchasing Agent to sign the second Change Order for the Humboldt County Correctional Facility Accessibility Improvement Project, Project Number 2019-102 (4/5 Vote Required);
  2. Approve the attached budget transfer request from Contingencies for the Correctional Facility 1100-243 in the amount of \$134,545 for fiscal year 2022-23 (4/5 Vote Required); and
  3. Direct the Clerk of the Board to provide the County Administrative Office with one (1) fully executed certified copy of the Board Order related to this item.

- Attachments:** [Staff Report](#)  
[Change Order 2.pdf](#)  
[Budget Transfer 1100243 Contingency 11082022.pdf](#)

[22-1516](#)

9. Adoption of an Ordinance of the Board of Supervisors of the County of Humboldt Amending Section 213-1 of Chapter 3 of Division 1 of Title II of the Humboldt County Code Relating to Pay Increases and Compensation Changes for the Board of Supervisors

- Recommendation:** That the Board of Supervisors:
1. Adopt Ordinance No. \_\_\_\_\_, amending Section 213-1 of Chapter 3 of Division 1 of Title II of the Humboldt County Code relating to pay increases and compensation changes for the Board of Supervisors; and

2. Direct the Clerk of the Board of Supervisors to publish, within fifteen (15) days after adoption, a post-adoption summary of the ordinance with the names of the Supervisors voting for and against the ordinance, and to post in the office of the Clerk of the Board of Supervisors a certified copy of the full text of the Ordinance.

***Attachments:***

[Staff Report](#)

[Ordinance Amending HC Code Section 213-1](#)

[Attachment 1 - Amended Humboldt County Code Section 213-1](#)

[Post Adoption Summary.docx](#)

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

[22-1478](#)

10. Business Associate Agreement with California Mental Health Services Authority Regarding the Exchange of Protected Health Information

***Recommendation:***

That the Board of Supervisors:

1. Approve, and authorize the Department of Health and Human Services - Behavioral Health Director, or a designee thereof, to execute, the attached business associate agreement with California Mental Health Services Authority regarding the exchange of Protected Health Information;
2. Authorize the Department of Health and Human Services - Behavioral Health Director, or a designee thereof, to execute any and all subsequent amendments to the attached business associate agreement with California Mental Health Services Authority; after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to provide the Department of Health and Human Services - Contract Unit with one (1) certified copy of the Board Order pertaining to this item.

***Attachments:***

[Staff Report](#)

[1733-BAA-2022-HC \(Final\)](#)

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

[22-1436](#)

11. Professional Services Agreement with Crestwood Behavioral Health, Inc. Regarding the Provision of Long-Term Residential Mental Health Treatment Services

***Recommendation:***

That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Crestwood Behavioral Health, Inc. regarding the provision of long-term residential mental health treatment services to adults with severe mental illnesses for the period of July 1, 2022 through June 30, 2025;
2. Authorize the Department of Health and Human Services - Behavioral



professional services agreement with Davis Guest Home, regarding the provision of long-term residential mental health treatment services to adults with severe mental illnesses for the period of July 1, 2022, through December 31, 2022;

2. Authorize the Department of Health and Human Services - Behavioral Health Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with Davis Guest Home, after review and approval by County Counsel, Risk Management and the County Administrative Office; and

3. Direct the Clerk of the Board to return one (1) fully executed original copy of the attached professional services agreement with Davis Guest Home to the Department of Health and Human Services - Contract Unit for further processing.

**Attachments:**

[Staff Report](#)

[Professional Services Agreement with Davis Guest Home Regarding the Provision of Long-Term Residential Mental Health Treatment Services to Adults with Severe Mental Illnesses for the Period of July 1, 2022, through December 31, 2022](#)

[Humboldt Insurance](#)

[Humboldt County - Workmans Comp 22-23](#)

[Executed Agreement between County of Humboldt and Davis Guest Home, Inc.](#)

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

[22-1402](#)

14. California Department of Public Health (CDPH) Data Use and Disclosure Agreement (DUDA) for the CalCONNECT System

**Recommendation:**

That the Board of Supervisors:

1. Approve the attached Acknowledgment and Acceptance of Responsibility state standard agreement with the CDPH regarding access to the CalCONNECT system;
2. Authorize the Director of Public Health, or a designee thereof, to sign the agreement;
3. Authorize the Director of Public Health, or a designee thereof, to sign all future CalCONNECT agreements upon review and approval of County Counsel, Risk Management, and County Administrative Office (CAO).

**Attachments:**

[Staff Report](#)

[California Department of Public Health \(CDPH\) Data Use and Disclosure Agreement](#)

**Human Resources**

[22-1521](#)

15. Appointment of an Appeal Panelist Under the Merit System Rules

**Recommendation:**

That the Board of Supervisors:

1. Appoint Paige Plummer as the county representative panelist; and

2. Delegate authority to the Director of Human Resources to appoint an alternate panelist should the selected panelist not be available at the time of the hearing; and
3. Delegate authority to the Director of Human Resources to appoint the county's representative panelist for all future Merit System Appeals.

*Attachments:* [Staff Report](#)

### **Planning and Building Department**

[22-1313](#)

16. Authorization to Submit a Coastal Commission Local Coastal Program Grant Application to Fund Humboldt Bay Area Plan Update

*Recommendation:* That the Board of Supervisors adopt the attached resolution that:

1. Authorizes submittal of a grant application (Attachment 1a) to the California Coastal Commission to provide financial and planning assistance, under authority of the California Coastal Act, in an amount up to \$100,000 to fund completion of the update to the Humboldt Bay Area Plan to address land use mapping changes, including possible changes to the location of the Coastal Dependent Industrial Zone, tsunami hazards and sea level rise;
2. Authorizes the Director of the Planning and Building Department to execute any contracts, agreements and amendments thereto necessary to prepare and submit the grant application package.

*Attachments:* [Staff Report](#)  
[Attachment 1a - Template Application Form](#)  
[Attachment 1 - BOS Resolution-2.docx](#)

### **Probation**

[22-1451](#)

17. Correction to Humboldt County Probation Staffing Allocations

*Recommendation:* That the Board of Supervisors:

1. Allocate 1.0 FTE Senior Probation Officer in 1100-235 (dept. 235/class 0469/pos. 07/range 443);
2. Deallocate 1.0 Supervising Probation Officer in 1100-235 (dept. 235/class 0470/pos. 03/range 467);
3. Deallocate 3.0 Probation Officer I/II in 1100-235 (dept. 235/class 0473/pos.04, 10, 18 /range 396/428).

*Attachments:* [Staff Report](#)

### **Public Works**

[22-1401](#)



**18. Redway Drive/Redwood Drive Highway Safety Improvement Project**

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

1. Approve the attached plans and specifications for the Redway Drive/Redwood Drive Highway Safety Improvement 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, Dec. 13, 2022, at 2:00 p.m.

**Attachments:** [Staff Report](#)  
[Redway HSIP\\_Plan 2022-10-05.pdf](#)  
[Redway HSIP\\_Special Provisions 2022-10-19.pdf](#)  
[22-1447](#)

**19. Report of Pacific Gas & Electric Rule 20A Work Credits and Status of Undergrounding Projects**

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

1. Receive and file the 2022 Rule 20A Allocation and Work Credit Balance Report from Pacific Gas and Electric (PG&E).

**Attachments:** [Staff Report](#)  
[Attachment 1 - PG&E Rule 20A credit summary dated 10-18-2022 \[0.1 MB\]](#)  
[Attachment 2 - Utility Conversion Plan \[0.1 MB\]](#)  
[22-1460](#)

**20. Municipal Resource Group (MRG) Proposal for Review of Road Division and Engineering Classifications and Budget Transfer from Contingencies (4/5 Vote Required)**

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

1. Approve the attached proposal from MRG for classification review of Road Division and Engineering for the Department of Public Works; and
2. Approve the attached budget transfer in the amount of \$44,935 for Fiscal Year (FY) 2022-23 from General Fund Contingencies (4/5 vote Required).

**Attachments:** [Staff Report](#)  
[Humboldt County HR\\_Class Comp-MRG proposal.pdf](#)  
[Budget Adjustment 1100103 Contingency 11082022.pdf](#)  
[22-1468](#)

**21. Authorize a Temporary Increase in Pay for Russell Coleman, Road Maintenance Worker III, Pursuant to Section 12.4 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 Road Maintenance Worker III,

Russell Coleman (class 0230, range 376) as though promoted to Road Supervisor (class 0204, range 416) beginning Nov. 27, 2022, and continuing until Jan. 28, 2023.

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

[22-1482](#)

22. Request for Qualifications No. DPW 2022-002 Regarding the Provision of Construction Management Services for the Humboldt Bay Trail South Project

**Recommendation:** That the Board of Supervisors:  
1. Approve, and authorize the Director of Public Works to advertise and distribute, the attached request for qualifications regarding the provision of construction management services for the Humboldt Bay Trail South Project.

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

[1 - RFQ Re Construction Management Services for Humboldt Bay Trail South \(2\)](#)

## E. PUBLIC COMMENT ON NON-AGENDA ITEMS

## F. SPECIAL PRESENTATIONS

### Sheriff

[22-1465](#)

1. Update on Local Conditions Surrounding Drought

**Recommendation:** That the Board of Supervisors:  
1. Receive a verbal report from the Humboldt County Drought Task Force regarding the current status and impacts of drought in Humboldt County; and  
2. Approve moving the Humboldt County Drought Task Force reports to every 6 months.

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

[US Seasonal Drought Outlook.pdf](#)

[US Drought Monitor.pdf](#)

## G. ITEMS PULLED FROM CONSENT

## H. MATTERS INITIATED BY BOARD MEMBERS

## I. DEPARTMENT REPORTS

### County Administrative Office

[22-1519](#)

**1. Board Meetings - Calendar Year 2023**

- Recommendation:** That the Board of Supervisors:
1. Cancel Board meetings on the following dates in calendar year 2023 and direct the Clerk of the Board to notify all county departments of these cancelled meetings:
    - \* Tuesday, January 3, 2023 (following a county holiday on January 2, 2023)
    - \* Tuesday, January 17, 2023 (following a county holiday on January 16, 2023)
    - \* Tuesday, February 14, 2023 (following a county holiday on February 13, 2023)
    - \* Tuesday, February 21, 2023 (following a county holiday on February 20, 2023)
    - \* Tuesday, April 11, 2023 (CSAC legislative conference)
    - \* Tuesday, May 30, 2023 (5th Tuesday and following a county holiday on May 29, 2023)
    - \* Tuesday, June 20, 2023 (following a county holiday on June 19, 2023)
    - \* Tuesday, July 4, 2023 (county holiday)
    - \* Tuesday, July 25, 2023 (Board break)
    - \* Tuesday, August 1, 2023 (Board break)
    - \* Tuesday, August 29, 2023 (5th Tuesday)
    - \* Tuesday, September 5, 2023 (following a county holiday on September 4, 2023)
    - \* Tuesday, September 19, 2023 (RCRC annual conference)
    - \* Tuesday, October 10, 2023 (following All Hands Training Day on October 9, 2023)
    - \* Tuesday, October 31, 2023 (5th Tuesday)
    - \* Tuesday, November 14, 2023 (CSAC annual conference)
    - \* Tuesday, November 21, 2023 (Thanksgiving week)
    - \* Tuesday, December 26, 2023 (following a county holiday on December 25, 2023)

- Attachments:** [Staff Report](#)  
[2023 BOS Calendar](#)

**J. PUBLIC HEARINGS****County Administrative Office**

[22-1442](#)

1. Resolution Establishing Fiscal Year 2022-2023 Budgets for Special Districts Governed by the Humboldt County Board of Supervisors

- Recommendation:** That the Board of Supervisors:
1. Adjourn and reconvene as the Board of Directors for the Special Districts governed by the Humboldt County Board of Supervisors;
  2. Open the public hearing;

3. Receive testimony from public;
4. Close the public hearing;
5. Approve and adopt the fiscal year 2022-23 budgets for special districts governed by the Humboldt County Board of Supervisors; and
6. Adopt the attached resolution establishing fiscal year 2022-2023 budgets for Special Districts governed by the Humboldt County Board of Supervisors.

***Attachments:***

[Staff Report](#)

[Resolution adopting the FY 2022-23 Budgets for special districts governed by the Exhibit A - Special Districts Annual Budgets](#)

[Public Comment.pdf](#)

[Resolution No. 22-139.pdf](#)

## K. DISCUSSION ITEMS

## L. MATTERS SET FOR TIME CERTAIN

### **Board of Supervisors**

[22-1144](#)

1. 9:05 AM - McKinleyville High School Leadership and Government Students Visit to the Board of Supervisors Meeting (Supervisor Steve Madrone)

***Recommendation:***

That the Board of Supervisors:

1. Welcomes the McKinleyville High School Leadership and Government Students to the Board Meeting.

***Attachments:***

[Staff Report](#)

### **Public Works**

[22-1290](#)

2. 9:15 AM - Resolution to Summarily Vacate a Portion of Fisher Road (4G070) South of State Highway 36 in Hydesville

***Recommendation:***

That the Board of Supervisors:

1. Adopt the attached resolution to summarily vacate a portion of Fisher Road (4G070) south of State Highway 36 in Hydesville pursuant to Streets and Highways Code section 8334;
2. Accept and execute the easement deed for a turnout on Fisher Road; and
3. Direct the Clerk of the Board to record, via Department of Public Works Land Use Division in the Office of the County Recorder, a certified copy of the resolution and easement deed.

***Attachments:***[Staff Report](#)[Attachment 1 - Resolution to Summarily Vacate a portion of Fisher Road \[0.2 MB\]](#)[Attachment 2 - Turnout Easement Deed \[0.3 MB\]](#)[Attachment 3 - Letter from Pattons RE turnout construction \[0.2 MB\]](#)[Attachment 4 - Encroachment Permit \[4.21 MB\]](#)[Attachment 5 - Holcomb Letter 2-3-22 \[0.2 MB\]](#)[Attachment 6 - Skaggs Letter 8-14-18 \[0.1 MB\]](#)[Attachment 7 - Exemption from Planning Commission Report \[0.8 MB\]](#)[Attachment 8 - CEQA Determination \[2.1 MB\]](#)[Attachment 9 - Diagram \[1.0 MB\]](#)[Public Comment.pdf](#)**County Administrative Office**[22-1432](#)

3. 9:30 AM - Fire Service Tax Exchange Agreement Proposals and Secured Property Tax Revenue Exchange Agreements

***Recommendation:***

That the Board of Supervisors:

1. Approve the attached Tax Exchange Agreement Proposal submitted by Garberville Fire Protection District;
2. Approve, and authorize the Chair of the Board to execute, a secured property tax revenue exchange agreement with Garberville Fire Protection District that is substantially similar to the attached, subject to a successful special tax ballot measure;
3. Adopt the attached resolution authorizing a secured property tax revenue exchange between the County of Humboldt and Garberville Fire Protection District;
4. Approve the attached Tax Exchange Agreement Proposal submitted by Salmon Creek Volunteer Fire Department;
5. Adopt the attached resolution authorizing a secured property tax revenue exchange between the County of Humboldt and the proposed Salmon Creek Fire Protection District, subject to successful district formation and special tax ballot measures; and
6. Authorize the Auditor-Controller to administer the exchange of property tax revenues between the County of Humboldt and all applicable entities and make technical corrections as needed.

***Attachments:***[Staff Report](#)[Attachment 1. Summary of Board Approved Tax Exchange Agreement Offers.pdf](#)[Attachment 2. Garberville FPD Tax Exchange Agreement Proposal.docx](#)[Garberville FPD - Resolution No. 22-137.pdf](#)[Attachment 3. Secured Property Tax Revenue Exchange Agreement with Garberville Executed Secured Property Tax Revenue Exchange Agreement between Humboldt](#)[Attachment 4. Reso Authorizing a Secured Property Tax Revenue Exchange Between](#)[Attachment 5. Salmon Creek VFD Tax Exchange Agreement Proposal.docx](#)[Attachment 6. Reso Authorizing Tax Exchange Between the County and proposed](#)[Salmon Creek Resolution No. 22-138.pdf](#)**County Counsel - Closed Session**[22-1511](#)

4. 10:00 AM - (CLOSED SESSION) Conference with Legal Counsel – pursuant to Government Code Section 54956.9(d)(1) to discuss existing litigation in the case of Citizens Protecting Humboldt Bay v. County of Humboldt, et al., Humboldt County Superior Court Case No. CV2201594

**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, the accessible entrance to the Courthouse is the 4th Street entrance. Accessible parking is available adjacent to the 4th Street entrance and on the 4th Street side of the K Street lot. If you are a person with a qualified disability, and need a modification or accommodation 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/>**