

C-7



## COUNTY OF HUMBOLDT

For the meeting of: January 10, 2017

Date: January 4, 2017  
 To: The Honorable Board of Supervisors  
 From: Clerk of the Board of Supervisors  
 Subject: **Approval of the Action Summary – Meeting of January 3, 2017**

RECOMMENDATION: That the Board of Supervisors approve the Action Summary for the meeting of January 3, 2017 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 January 3, 2017 is attached. This Action Summary encompasses all actions taken by the Board of Supervisors at their January 3, 2017 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 Ana Hartwell, Deputy Clerk of the Board

CAO Approval: *E. Hartwell*

## 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 Fennell Seconded by Supervisor Wilson

Ayes Sundberg, Fennell, Bass, Bahn, Wilson  
 Nays \_\_\_\_\_  
 Abstain \_\_\_\_\_  
 Absent \_\_\_\_\_

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

Dated: Jan. 10, 2017

By: *Ana Hartwell*  
 Kathy Hayes, Clerk of the Board



**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

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

**Tuesday, January 3, 2017**

**9:00 AM**

**Regular Meeting**

**A. SALUTE TO THE FLAG**

**B. MODIFICATIONS TO THE AGENDA**

**C. CONSENT CALENDAR**

**Board of Supervisors**

1. Resolution to Reschedule Election of Governing Board Members of the Cuddeback Union School District (Supervisor Virginia Bass)

***Recommendation:*** That the Board of Supervisors approve the request and forward to the Elections Department for processing.

***A motion was made by Supervisor Sundberg, 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

2. The National Association of Counties (NACo) Stepping Up Initiative Resolution (Supervisor Virginia Bass)

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

***A motion was made by Supervisor Sundberg, 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

3. Recommendation to Reappoint John Rice to the Williamson Act Committee (Supervisor Estelle Fennell)

**Recommendation:** That the Board of Supervisors approve the reappointment of John Rice to the Williamson Act Advisory Committee for another two-year term, expiring on June 30, 2018.

**A motion was made by Supervisor Sundberg, 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

4. Recommendation to Reappoint Dean Hunt to the Williamson Act Committee (Supervisor Ryan Sundberg)

**Recommendation:** That the Board of Supervisors approve the reappointment of Dean Hunt to the Williamson Act Advisory Committee for another two-year term, expiring on June 30, 2018.

**A motion was made by Supervisor Sundberg, 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

5. Adjourned in Memory Certificate for Bob Fox and Judge Harold Neville (Supervisor Virginia Bass)

**Recommendation:** That the Board of Supervisors ratify authorization for Board Members to sign the Certificates.

**A motion was made by Supervisor Sundberg, 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

6. Appreciation Letter to David Young for Service on the Behavioral Health Board (Supervisor Virginia Bass)

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

**A motion was made by Supervisor Sundberg, 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

7. Resolution to Reschedule Election of Governing Board Members of the Jacoby Creek School District (Supervisor Virginia Bass)

**Recommendation:** That the Board of Supervisors approve the request and forward to the Elections Department for processing.

**A motion was made by Supervisor Sundberg, 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

**Clerk of the Board****8. Approval of the Action Summary - Meeting of December 13, 2016**

**Recommendation:** That the Board of Supervisors approve the Action Summary from the meeting of December 13, 2016 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 Sundberg, 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

**9. Approval of the Action Summary - Special Meeting of December 21, 2016**

**Recommendation:** That the Board of Supervisors approve the Action Summary for the special meeting of December 21, 2016 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 Sundberg, 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

**10. Extension of Extra-Help Hours to 1900 in Budget Unit 1100-101 - Board of Supervisors (4/5 Vote Required)**

**Recommendation:** That the Board of Supervisors (BOS) approve the extension of extra help hours in budget unit 1100-101 to a maximum of 1900 hours through June 30, 2017, per Section 7 of the Humboldt County Salary Resolution (4/5 vote required).

**A motion was made by Supervisor Sundberg, 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

**Code Enforcement Unit****11. Administrative Abatement Funding Transfer and Supplemental Budget (4/5th Vote). Tyrone Okane-Morgan and Bruce Okane. 3863 D Street, Eureka, California; AP# 018-193-014**

**Recommendation:** That the Board of Supervisors authorize the cost of abatement to be advanced by the County of Humboldt, pursuant to Humboldt County Code section 351-31, and if unpaid by the property owner, that a lien be placed against the parcel in the amount of the costs of abatement pursuant to Humboldt County Code sections 351-33 to 351-44; authorize a transfer from the Code Enforcement Trust Fund, account #3440000, in the amount of \$18,000 to the County Counsel's revenue account #1100-121-631-130 to cover the cost of the abatement, and to pay the expenses associated with the abatement out of account 1100-121-2-403; and authorize the Auditor-Controller to execute the supplemental budget shown in Attachment "A" for fiscal year 2016-2017 (4/5th vote).

**A motion was made by Supervisor Sundberg, 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

**County Administrative Office**

12. Establish Fixed Asset Account for Software Licenses, Support, and Hosting of Microsoft Exchange Online

**Recommendation:** That the Board of Supervisors approve the attached budget transfers moving funds in the Information Technology (3550118) and Department of Health and Human Services - Social Services (1160511) budgets to a fixed asset account for the purchase of software licenses, support and hosting services required for Microsoft Exchange Online.

**A motion was made by Supervisor Sundberg, 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

13. Appointment of Law Library Trustees

**Recommendation:** That the Board of Supervisors appoint Jeffrey Blanck to serve as an ex officio member of the Law Library Trustees at the request of the Chair of the Board of Supervisors; and appoint Maggie Fleming and Cyndy Day-Wilson to the Board of Law Library Trustees.

**A motion was made by Supervisor Sundberg, 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

**County Counsel**

14. Adoption of Annual Resolutions Authorizing New Chair and Vice-Chair of the Board of Supervisors to Take All Acts Necessary to Act as Chair and Vice-Chair, Including Authorized Signatures on Necessary Documents of Financial Transactions

**Recommendation:** That the Board of Supervisors adopt the attached four (4) resolutions authorizing the new Chair Virginia Bass, and the new Vice-Chair Ryan Sundberg, of the Board of Supervisors to take all acts necessary to act as Chair and Vice-Chair, including authorized signatures on necessary documents of financial transactions, for acceptance and consent to grants of real property, eligibility to receive state and federal surplus property, and authorize the Chair to sign said resolutions; direct the Clerk of the Board to forward the original executed Resolution re Eligibility Renewal Application & Federal Surplus Property Program along with a copy of the Board Order to: Department of General Services, State and Federal Surplus Property Program, 1700 National Drive, Sacramento, CA 95834; direct the Clerk of the Board to execute and forward the original Certification Regarding Debarment to: the Department of General Services, State and Federal Surplus Property Program at the address listed in item 2.

**A motion was made by Supervisor Sundberg, 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

**Department of Health and Human Services: Administration****15. Donation of Vehicles to the County Motor Pool**

**Recommendation:** That the Board of Supervisors approve the donation of five (5) Sedans, four (4) Midsize SUV AWDs, nine (9) Mini Vans and two (2) Mini Cargo Van XLs to the County Motor Pool for capitalization, maintenance and insurance purposes.

**A motion was made by Supervisor Sundberg, 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

**Department of Health and Human Services: Public Health****16. Grant Agreement with County Medical Services Program Governing Board for the County Wellness and Prevention Pilot Project and Supplemental Budget (4/5 Vote)**

**Recommendation:** That the Board of Supervisors approve the County Wellness and Prevention Pilot Project grant agreement with the County Medical Services Program (CMSP) Governing Board in the amount of \$300,000 for the period of Jan. 1, 2017 through June 30, 2020; authorize the Director of Public Health to sign grantee data sheet and four (4) original signature pages of the agreement; approve Attachment B: Supplemental budget to increase revenues by \$50,000 in fund 1175 Public Health, budget unit 449 Fiscal Agent (4/5 vote); direct Auditor-Controller to supplement Fund 1175, per Attachment B; approve the allocation of 1.0 full-time equivalent (FTE) Health Education Specialist I/II (class 1595, salary range 370/403) position in budget unit 414, effective immediately upon Board approval; and authorize the Director of Public Health or designee to approve all future amendments to the grant agreement and documents directly related to those agreements, that do not require matching funds from the county, with County Counsel and Risk Management review and approval.

**A motion was made by Supervisor Sundberg, 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

**17. Memorandum of Understanding by and between County of Humboldt and Humboldt State University for HIV Prevention Services**

**Recommendation:** That the Board of Supervisors approve the Memorandum of Understanding (MOU) by and between County of Humboldt and Humboldt State University (HSU); authorize the Risk Manager and the Director of Public Health to sign two (2) originals of the MOU; and authorize the Director of Public Health to approve all future amendments that do not require matching funds from the county, with County Counsel and Risk Management review and approval.

**A motion was made by Supervisor Sundberg, 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

18. Disallocate a .20 Full-Time Equivalent (FTE) Assistant County Physician, One (1.0 FTE) Supervising Public Health Nurse, One (1.0 FTE) Public Health Nurse and One (1.0 FTE) Registered Nurse from Budget Unit 416; Disallocate One (1.0 FTE) Public Health Nutritionist from Budget Unit 460; Allocate One (1.0 FTE) Social Worker Supervisor I, Two (2.0 FTE) Social Worker III and Two (2.0 FTE) Social Worker I/II in Budget Unit 511

**Recommendation:** That the Board of Supervisors disallocate a .20 full-time equivalent (FTE) Assistant County Physician (salary \$65.42/hour, class 0547, position 01), one (1.0 FTE) Supervising Public Health Nurse (salary range 484, class 0514, position 06), one (1.0 FTE) Public Health Nurse (salary range 465, class 0528, position 28), and one (1.0 FTE) Registered Nurse (salary range 457, class 0556, position 01), all currently vacant in budget unit 416 effective the pay period immediately following Board approval; disallocate one (1.0 FTE) Public Health Nutritionist (salary range 426, class 1594, position 01) currently vacant in budget unit 460 effective the pay period immediately following Board approval; and allocate one (1.0 FTE) Social Worker Supervisor I (salary range 449, class 1708), two (2.0 FTE) Social Worker III (salary range 396, class 0727), and two (2.0 FTE) Social Worker I/II (salary range 355/380, class 0706) in budget unit 511 effective the pay period immediately following Board approval.

**A motion was made by Supervisor Sundberg, 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

19. Second Amendment to Lease at 1108 Main Street, Fortuna, CA

**Recommendation:** That the Board of Supervisors approve the second amendment to lease at 1108 Main Street, Fortuna, CA with Lee Ulansey, a sole proprietor, to extend the lease through January 31, 2018; authorize the Chairperson to execute the second amendment to lease, in duplicate; and direct the Clerk of the Board to return one (1) of the fully executed second amendment to lease to Public Works - Real Property staff for transmittal to lessor, retaining the second fully executed second amendment to lease with meeting records.

**A motion was made by Supervisor Sundberg, 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

**District Attorney**

20. Execution of Joint Powers Agreement Amendment #1 and Resolution with California Victim Compensation Board (Formerly Victim Compensation and Government Claims Board (VCGCB)) and Supplemental Budget (Requires 4/5 Vote)

**Recommendation:** That the Board of Supervisors adopt the attached Resolution and authorize the Chair of the Board to execute the Standard Agreement Amendment between the County of Humboldt and the California Victim Compensation Board (CalVCB) for July 1, 2015-June 30, 2018 in the amount of \$380,849.00; direct the Chair of the Board to sign four (4) originals of the attached Standard Agreement Amendment between the County of Humboldt and CalVCB; direct the Clerk of the Board to process and return the executed copies to the District Attorney's Office, attention Rachelle Davis, for further processing and submission to the State; and direct the Clerk of the Board to provide approved Supplemental Budget to the Auditor's office for further processing.

**A motion was made by Supervisor Sundberg, 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

**Human Resources**

21. Revisions to the Merit System Services (MSS) Job Description for Policy and Legislative Manager

**Recommendation:** That the Board of Supervisors adopt the revised job class description for the Merit System Services job class of Policy and Legislative Manager (class 0687, salary range 483), effective immediately upon approval.

**A motion was made by Supervisor Sundberg, 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

**Public Defender**

22. Authorize Temporary Increase in Pay for Luke Brownfield, Deputy Public Defender, Pursuant to the County Salary Resolution, Section 8.D.

**Recommendation:** That the Board of Supervisors authorize temporary increase in pay for Deputy Public Defender, Luke Brownfield (Class 0604, Range 517) as though promoted to Supervising Attorney (Class 0610, Range 550) beginning January 1, 2017 and continuing until the board appoints a Department Head.

**A motion was made by Supervisor Sundberg, 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



**Public Works**

23. Supplemental Budget for Natural Resources Planning Division - FY 2016-17 (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors adopt the attached supplemental budget for FY 2016-17 (4/5 vote required).

**A motion was made by Supervisor Sundberg, 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

24. Humboldt Community Corrections Re-Entry Resource Center Construction Project, Authorization to Enter into Negotiated Contract for Professional Design Services, Project Number 170223; Supplemental Budget Request in Budget Unit 1100170 for FY 2016-17 (4/5 Vote Required)

**Recommendation:** That the Board of Supervisors adopt the attached supplemental budget of \$618,438 for Budget Unit 1100170 Coital Projects (4/5 vote required); approve the Professional Services Agreement with Nichols, Melburg & Rossetto Architects for a maximum basic services fee not to exceed \$1,810,000 and authorize the Chair to sign four (4) originals; direct the Clerk of the Board to return three (3) fully executed originals to the Public Works Department; and authorize the Public Works Director or his designee to issue a notice to Nichols, Melburg & Rossetto Architects to proceed with the agreement.

**A motion was made by Supervisor Sundberg, 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

25. Request for Qualifications (RFQ No. DPW2017-001) Regarding On-Call Construction Management Services for Roadway Repair and Bridge Construction Projects

**Recommendation:** That the Board of Supervisors authorize, the Director of Public Works to advertise and distribute the attached Request for Qualifications (RFQ No. DPW2017-001) regarding on-call construction management services for roadway repair and bridge construction projects throughout Humboldt County.

**A motion was made by Supervisor Sundberg, 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

26. Red Cap Road (8Q100) Bridge Replacement over Big Rock Gulch (4C-259) at Post Mile 0.30; Project No.: BRLO 5904 (113); Contract No.: 594021

**Recommendation:** That the Board of Supervisors approve the plans and specifications for the Red Cap Road Bridge Replacement Over Big Rock Gulch at P.M. 0.30 Project; and 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 February 21, 2017 at 2:00 p.m.

**A motion was made by Supervisor Sundberg, 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

### **Sheriff**

27. Approval of Donation of Four Vehicles in Sheriff's Measure Z Budget Unit 297 to the Motor Pool for Capitalization, Maintenance, and Insurance

**Recommendation:** That the Board of Supervisors approve of the donation of three patrol vehicles and one SUV vehicle allocated in FY 2016-17 Sheriff's Measure Z Budget Unit 297 to the motor pool for capitalization, maintenance, and insurance.

**A motion was made by Supervisor Sundberg, 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

### **Treasurer/Tax Collector**

28. Delegation of Authority to County Treasurer for Investment Responsibility of County Treasury

**Recommendation:** That the Board of Supervisors adopt Resolution #\_\_\_\_\_ (Attachment 1) authorizing the County Treasurer to assume full responsibility for all transactions and expenditures related to the investment and reinvestment of funds on deposit in the County Treasury; and delegates the authority to execute all contracts necessary to the investment and reinvestment of funds in the County Treasury subject to prior review and approval by the County Counsel and Risk Management.

**A motion was made by Supervisor Sundberg, 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

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

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

1. Certificate of Recognition for Cybelle Immitt (Supervisor Virginia Bass)

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

**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****Board of Supervisors**

1. 9:30 a.m. - Humboldt County Aviation Advisory Committee Annual Report (Supervisor Virginia Bass)

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

**A motion was made by Supervisor Sundberg, 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

**G. ITEMS PULLED FROM CONSENT****H. MATTERS INITIATED BY BOARD MEMBERS****Board of Supervisors**

1. Consider Cancelling the February 28, 2017 Board of Supervisors Meeting (Supervisor Virginia Bass)

**Recommendation:** That the Board of Supervisors cancel the February 28, 2017 Board of Supervisors meeting.

**A motion was made by Supervisor Fennell, seconded by Supervisor Sundberg, to put the February 21, 2017 meeting back on the Board's meeting calendar and cancel the February 28, 2017 Board meeting. The motion carried by the following vote:**

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

**I. DEPARTMENT REPORTS****Agricultural Commissioner**

1. Report on the Medical Cannabis Track and Trace Pilot Project and Request to Issue a Track and Trace Request for Proposals

**Recommendation:** That the Board of Supervisors hear a report from the Agricultural Commissioner on the progress and findings of the County's Medical Cannabis Track & Trace Pilot Project; direct the Agricultural Commissioner to continue developing and implementing a Medical Cannabis Track and Trace Program for all participants in the County's Medical Marijuana Permitting Program including offering the Humboldt Artisanal Program; and authorize the Agricultural Commissioner's Office to issue a Request for Proposals (RFP) soliciting offers from Track and Trace program vendors to provide Humboldt County's program.

**A motion was made by Supervisor Fennell, seconded by Supervisor Sundberg, 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**

2. Appointment of Board Members to Various Boards, Commissions and Committees for Calendar Year 2017

**Recommendation:** That the Board of Supervisors appoint Board Members to various Boards, Commissions and Committees for calendar year 2017.

**A motion was made by Supervisor Wilson, seconded by Supervisor Fennell, to incorporate all changes made to the Board Member Appointments List. The motion carried by the following vote:**

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

**J. ADMINISTRATIVE ABATEMENT HEARINGS****K. PUBLIC HEARINGS****L. DISCUSSION ITEMS****County Administrative Office**

1. County Administrative Officer Report: Community Budget Meetings and Various Other Topics

**Recommendation:** That the Board of Supervisors receive an oral report from the County Administrative Officer regarding the format of the community budget meeting(s) for 2017, and various other topics, and take action as may be required.

**Approved per order of the Chair**

**M. CLOSED SESSION****N. ADJOURNMENT**

*I, ANA HARTWELL, 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.*

ANA HARTWELL

*Deputy Clerk of the Board of Supervisors of the County of Humboldt, State of California*



January 3, 2017




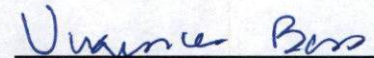


MINUTES  
TUESDAY, January 3, 2017  
Regular Session

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, January 10, 2017 with the vote as shown below.

AYES:	Supervisors:	Sundberg, Fennell, Bass, Bohn, Wilson
NAYS:	Supervisors:	n/a
ABSENT:	Supervisors:	n/a

  
\_\_\_\_\_  
ANA HARTWELL  
Deputy Clerk of the Board

  
\_\_\_\_\_  
VIRGINIA BASS  
Chair of the Board