

**BOARD OF SUPERVISORS**

REX BOHN  
Chair - First District  
ESTELLE FENNEL  
Vice-Chair - Second District  
MIKE WILSON  
Third District  
VIRGINIA BASS  
Fourth District  
STEVE MADRONE  
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, February 19, 2019**

**9:00 AM**

**Regular Meeting**

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**A. SALUTE TO THE FLAG**

**B. MODIFICATIONS TO THE AGENDA**

**C. CONSENT CALENDAR**

**Agricultural Commissioner**

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

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

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

***A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:***

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

**Auditor/Controller****2. Resolution Adopting the Procedure for the Approval and Rejection of Claims**

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

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

***A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:***

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

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

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

1. Authorize the Chair to sign the letter of support.

***A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:***

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

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

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

1. Authorize the Chair to sign the letter of appreciation.

***A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:***

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

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

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

1. Authorize the Chair to sign the letter of appreciation.

***A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:***

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

**6. Notice of Vacancy on the Headwaters Fund Board**

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

1. Receive and file the report.

**A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:**

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

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

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

1. Approve the Action Summary for the meeting of February 5, 2019 and authorize the Clerk of the Board and Board Chair to sign the minute book in accordance with California Government Code Section 25103.

**A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:**

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

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

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

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

**A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:**

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

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

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

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

**A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:**

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

**10. Amending Legislative Platform to Include Cannabis Marketing and Certification**

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

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

*A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

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

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

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

*A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

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

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

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

*A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

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

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

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

*A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

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

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

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

1. Approve, and authorize the Chair of the Board to execute, the attached first amendment to the professional services agreement with Express Services, Inc. regarding the referral of temporary employees for the period of Sept. 20, 2018 through June 30, 2019 increasing the maximum amount payable from \$56,396 to \$112,792; and
2. Direct the Clerk of the Board to return two fully executed original copies of the attached first amendment to the professional services agreement with Express Services, Inc. to the Department of Health & Human Services - Contract Unit for further processing.

*A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

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

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

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

1. Approve, and authorize the Chair of the Board to execute, the attached first amendment to the professional services agreement with Nightingale Nurses, LLC regarding the provision of supplemental registered nursing personnel for the period of June 29, 2018 through June 30, 2019;
2. Authorize the Department of Health and Human Services - Mental Health Director, or a designee thereof, to execute any and all subsequent amendments to the professional services agreement with Nightingale Nurses, LLC regarding the provision of supplemental registered nursing personnel after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return two (2) fully executed original copies of the attached first amendment to the professional services agreement with Nightingale Nurses, LLC to the Department of Health and Human Services - Contract Unit for further processing.

*A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

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

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

1. Approve, and authorize the Chair of the Board to execute, the attached second amendment to the memorandum of understanding (MOU) with Crestwood Behavioral Health, Inc. regarding the provision of emergency evacuation services for the period of June 1, 2012 through May 31, 2020;
2. Authorize the Department of Health and Human Services - Mental Health Director, or a designee thereof, to execute all future amendments to the memorandum of understanding with Crestwood Behavioral Health, Inc. regarding the provision of emergency evacuation services, after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return two (2) fully executed original copies of the attached second amendment to the Department of Health and Human Services - Contract Unit for further processing.

*A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

**Human Resources**

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

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

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

***A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:***

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

**Planning and Building Department**

18. Overlap of Two Individuals in Administrative Services Manager Position

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

1. Authorize Overlap of two individuals in Administrative Services Manager from December 16, 2018 through December 31, 2018.

***A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:***

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

**Probation**

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

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

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

***A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:***

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

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

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

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

***A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:***

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

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

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

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

***A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:***

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

**22. Storm Damage Repair to Mitchell Road**

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

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

***A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:***

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone



**23. Storm Damage Repair to Lower Cappell Road**

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

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

***A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:***

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

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

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

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

***A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:***

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

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

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

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

***A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:***

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

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

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

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

**A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:**

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

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

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

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

**A motion was made by Supervisor Bass, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:**

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

**D. PUBLIC COMMENT ON NON-AGENDA ITEMS****E. SPECIAL PRESENTATIONS****F. MATTERS SET FOR TIME CERTAIN****G. ITEMS PULLED FROM CONSENT****H. MATTERS INITIATED BY BOARD MEMBERS****Board of Supervisors****1. Climate Change Assessment Presentation Related to the North Coast Region (Supervisor Mike Wilson)**

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

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

**A motion was made by Supervisor Wilson, seconded by Supervisor Madrone, to accept the report. The motion carried by the following vote:**

**Aye:** 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

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

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

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

*A motion was made by Supervisor Wilson, seconded by Supervisor Bass, to direct the County Administrative Office to work with all County Departments to determine what efforts it would take to come up with cost estimates for McKinleyville. The motion carried by the following vote:*

Aye: 5 - Rex Bohn, Estelle Fennell, Virginia Bass, Mike Wilson, and Steve Madrone

## I. DEPARTMENT REPORTS

## J. PUBLIC HEARINGS

### County Administrative Office

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

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

1. Open the public hearing;
2. Introduce by title, Ordinance No. \_\_\_\_ (Attachment 2), amending the Humboldt County Schedule of Fees and Charges for 2018-19 (Attachment 1), waive the first reading of the ordinance;
3. Receive the staff report and public comments;
4. Approve changes to track and trace fee remittance requirements; as shown on attachment 2;
5. Adopt the Ordinance No. \_\_\_\_ (Attachment 1);
6. Direct the Clerk of the Board, within 15 days, to publish a post-adoption summary of the ordinance (Attachment 3) with the names of the Supervisors voting for and against the ordinance, and to post in the office of the Clerk of the Board a certified copy of the full text of the adopted ordinance and amendments along with the names of those Supervisors voting for and against the ordinance [Government Code Section 25124 (b) (1)]; and
7. Close the public hearing.

*No action was taken.*

## K. DISCUSSION ITEMS

## L. CLOSED SESSION

**M. ADJOURNMENT**

*I, RYAN SHARP, 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.*

RYAN SHARP

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



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FEBRUARY 20, 2019



MINUTES  
TUESDAY, FEBRUARY 19, 2019  
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, February 26, 2019 with the vote as shown below.

AYES:	Supervisors:	Bass, Fennell, Wilson, Madrone
NAYS:	Supervisors:	--
ABSENT:	Supervisors:	Bohn

  
\_\_\_\_\_  
RYAN SHARP  
Deputy Clerk of the Board

  
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ESTELLE FENNELL  
Vice-Chair of the Board