

BOARD OF SUPERVISORS

REX BOHN  
First District  
ESTELLE FENNELL  
Chair - Second District  
MIKE WILSON  
Vice Chair - 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**

Thursday, March 26, 2020

1:30 PM

Special Meeting

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*In accordance with Executive Order N-29-20 the March 26, 2020 Board of Supervisors meeting will be held virtually.*

***PUBLIC COMMENT:***

*Public Comment may be submitted via email. If you do not have access to email, a voicemail may be left at 707 476-2390 and will follow the same procedure as email public comments.*

*Email public comment: To submit an emailed public comment to the Board please email [cob@co.humboldt.ca.us](mailto:cob@co.humboldt.ca.us) and provide your name, the agenda item number(s) on which you wish to speak. These comments will be read into the record and can be provided anytime leading up to and throughout the meeting.*

***HOW TO LISTEN OR WATCH THE BOARD OF SUPERVISORS MEETING:***

*Listen or Watch the live stream of the Board of Supervisors Meeting: You may access the live stream of the meeting by using the following link: <https://humboldt.legistar.com>*

**A. SALUTE TO THE FLAG**

**B. MODIFICATIONS TO THE AGENDA**

**C. CONSENT CALENDAR****Board of Supervisors**

1. Boys & Girls Club Week Proclamation (Supervisor Rex Bohn)

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

1. Adopt the proclamation.

***A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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**

2. Letter of Appreciation to Tina Christensen for Her Service on the Assessment Appeals Board

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

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

***A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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

3. Notice of Vacancy on the Assessment Appeals Board

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

1. Receive and file the report.

***A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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

4. Approval of the Action Summary - Special Meeting of March 16, 2020

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

1. Approve the Action Summary for the meeting of March 16, 2020 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 Wilson, seconded by Supervisor Bass, 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

5. Headwaters Fund Board's Recommended 2019-2020 Grant Fund Awards for the January 15, 2020 Grant Round

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

1. Approve the slate of Grant Fund Competitive Awards recommended for approval by the Headwaters Fund Board (HFB) (Attachment 1; Attachment 2; Attachment 3; Attachment 4;); and
2. Authorize the Chair of the Board to sign the grant agreements when completed, after review and approval by County Counsel and Risk Management.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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. New Appointment to the Humboldt County Workforce Development Board (HC-WDB)

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

1. Review the attached membership applications for Susan Seaman; and
2. Appoint Susan Seaman to the HC-WDB for a 2-year term effective immediately and pursuant to WDB By-Laws.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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. Supplemental Budget for Economic Development Fiscal Year 2019-20 to Provide Matching Funds for United States Department of Agriculture Grants to Support Humboldt County's Dairy Industry (4/5 Vote Required)

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

1. Approve a supplemental budget for Economic Development fiscal year 2019-20 budget to provide matching funds for a United States Department of Agriculture (USDA) Value Added Producer Grant and a USDA Rural Development Opportunity Grant. (4/5th Vote Required)

*A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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****8. Extension of Extra Help Hours Past the 960 Hour Limit (4/5 Vote Required)**

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

1. Approve the extension of extra help hours for Amanda Murphy, Recordable Document Examiner I, to a maximum of 1230 hours through June 27, 2020 per Humboldt County Salary Resolution, Section 7. (4/5 vote required)

**A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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****9. Narcotic Replacement Therapy Services Agreement with Aegis Treatment Centers, LLC Regarding the Provision of Narcotic Replacement Therapy Services to Eligible Drug Medi-Cal Beneficiaries Residing in Humboldt County**

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

1. Approve, and authorize the Chair of the Board to execute, the attached narcotic replacement therapy services agreement with Aegis Treatment Centers, LLC regarding the provision of narcotic replacement therapy services to eligible Drug Medi-Cal Beneficiaries residing in Humboldt County for the period of Feb. 1, 2017 through June 30, 2020;
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 attached narcotic replacement therapy services agreement with Aegis Treatment Centers, LLC, 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 narcotic replacement therapy services agreement with Aegis Treatment Centers, LLC to the Department of Health and Human Services - Contract Unit for further processing.

**A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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. Resolution to Change the Name of Humboldt County Department of Health and Human Services - Mental Health (DHHS-MH) to Humboldt County Department of Health and Human Services - Behavioral Health (DHHS-BH)

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

1. Adopt the attached Resolution to change the name of the Humboldt County Department of Health and Human Services - Mental Health (DHHS - Mental Health) to the Humboldt County Department of Health and Human Services - Behavioral Health (DHHS - Behavioral Health);
2. Recognize Emi Botzler-Rodgers, LMFT, as the Director of DHHS - Behavioral Health; and
3. Authorize a fund name change from Mental Health Fund to Behavioral Health Fund.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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: Public Health**

11. Acceptance of Restricted Grant Funds through Nurse Family Partnership® and Letter of Appreciation to Dean and Helen Witter Family Fund for their Donation and Support of the Program

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

1. Accept the award letter of agreement from Nurse Family Partnership (NFP) and the letter of appreciation;
2. Authorize the Chair of the Board to sign the letter of appreciation;
3. Authorize the Department of Health and Human Services (DHHS) - Public Health Director to sign the award letter of agreement;
4. Authorize the DHHS - Public Health Director, or designee, to sign future amendments to this agreement thereto after review by County Counsel and Risk Manager; and
5. Direct the Clerk of the Board to return the signed letter to DHHS - Public Health for submission to NFP.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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

12. Increase Fixed Asset Expenditure Line Item for Outreach Van Retrofitting

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

1. Approve the increase of the fixed asset line item in Fund 1175, Budget Unit 437, Care NorCAP; and
2. Direct the Auditor-Controller to post the appropriation transfer.

*A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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. Increase Fixed Asset Line Item for the Purchase of Two Biological Safety Cabinets (4/5 Vote Required)**

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

1. Approve the Supplemental Budget in Fund 1175, Budget Unit 455, Public Health Preparedness Program to increase the fixed asset line item for the purchase of two Biological Safety Cabinets (requires 4/5 vote); and
2. Direct the Auditor-Controller's Office to post the Supplemental Budget in Attachment A.

***A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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: Social Services**

**14. Agreement with North Coast Growers' Association to Assist with CalFresh Outreach and Support Activities**

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

1. Approve, and authorize the Chair of the Board to execute, the attached agreement with North Coast Growers' Association to assist the Department of Health and Human Services (DHHS) increase utilization of CalFresh benefits by eligible households in an amount not to exceed \$65,848.00; and
2. Direct the Clerk of the Board to route the fully executed Agreement to the DHHS-Contract Unit for further processing.

***A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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**

**15. Appointment of Interim Public Defender**

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

1. Appoint Meagan O'Connell to the position of Public Defender on an interim basis effective Monday, March 23, 2020.

***A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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**

16. Accept Completed Contract for McKay Tract Community Forest Northridge Road (3J400) Parking Lot and Walnut Drive (F3J300) Left Turn Pocket; Contract Number 331205

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

1. Accept the completed contract, including the change orders approved by the Public Works Department, between GR Sundberg, Inc., and Humboldt County for construction of McKay Tract Community Forest Northridge Road (3J400) Parking Lot and Walnut Drive (F3J300) Left Turn Pocket; and
2. Approve the final claim for payment, as submitted by the Public Works Department to the Auditor-Controller, in the amount of \$10, which will bring the total amount paid to 100% of the contract.

***A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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

17. 2020 Financial Assurances for Reclamation of Surface Mining Operations

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

1. Adopt the attached resolution authorizing the annual adjustment of funds pledged by the Humboldt County Department of Public Works to complete reclamation of the department's surface mining operations as required by state law; and
2. Direct the Clerk of the Board to return a certified copy of the attached resolution to the Humboldt County Department of Public Works for further processing.

***A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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

18. Extension of Extra Help Hours - Roads Heavy Equipment 3540-330 (4/5 Vote Required)

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

1. Authorize the extension of extra-help employment hours for Equipment Mechanic I, David Williams, to a maximum of one thousand nine hundred twenty (1920) hours for fiscal year 2019-2020. (4/5 vote required)

***A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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

19. Advanced Salary Step Appointment for Patrick Drewry, Road Maintenance Worker III, in the Department of Public Works - Road Maintenance Division (4/5 Vote Required)

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

1. Approve an advanced salary step appointment for Patrick Drewry, to be paid as a Road Maintenance Worker III (Class 0230, Salary Range 358, Step E, Position 02) in the Department of Public Works - Road Maintenance Division, effective January 27, 2020. (4/5 vote required)

**A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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

20. Adoption of a Resolution Authorizing the Humboldt County Department of Public Works to Apply For, Accept and Secure Funding Made Available through Any and All Applicable State Grant Programs in order to Fully Implement the Chadd Creek Fish Passage Enhancement Project and Approval of the Associated Supplemental Budget (4/5 vote required)

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

1. Adopt the attached resolution authorizing the Humboldt County Public Works Director, or a designee thereof, to execute a state standard agreement and any other documents, including, without limitation, professional services agreements, necessary to apply for, accept and secure funding made available through any and all applicable state grant programs, including, without limitation, the 2020 Proposition 1 & Proposition 68 Grant Programs, in order to fully implement the Chadd Creek Fish Passage Enhancement Project; and
2. Approve, and direct the Humboldt County Auditor-Controller to process, the attached supplemental budget request regarding the Chadd Creek Fish Passage Enhancement Planning Project. (4/5 vote required)

**A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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. DEPARTMENT REPORTS****County Administrative Office**

1. County Considerations Relating to Updated Employee Procedures, Policies and Emergency Signing Authority; Memorandum of Understanding with Humboldt County Office of Education in Response to COVID-19

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

1. Adopt the attached Resolution 20-\_\_\_ related to employee procedures, policies and emergency signing authority (Attachment 1); and
2. Approve and Authorize the Sheriff to Execute the attached memorandum of understanding with Humboldt County Office of Education to use the Sequoia Conference Center for emergency operations and a joint information center (Attachment 7); and
3. Direct and authorize the Human Resources Director to develop and implement procedures to track and assign disaster service workers to county functions.

***A motion was made by Supervisor Wilson, seconded by Supervisor Bass, 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

**E. MATTERS SET FOR TIME CERTAIN****DHHS: Public Health**

1. 1:30 p.m. - Update on Local Conditions Surrounding COVID-19

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

1. Receive a report from Department of Health & Humans Services (DHHS) - Public Health and other county staff regarding the current status of novel coronavirus (COVID-19) in Humboldt County.

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

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

**F. 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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MARCH 30, 2020



MINUTES  
THURSDAY, MARCH 26, 2020  
Special Meeting

The Honorable Board of Supervisors of the County of Humboldt met in special session on the above date within the Humboldt County Courthouse, Eureka, California. The minutes of this meeting were approved on Tuesday, April 14, 2020 with the vote as shown below.

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

  
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RYAN SHARP  
Deputy Clerk of the Board

  
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ESTELLE FENNELL  
Chair of the Board