



Minutes
Plumas County Management Council
A Commitment to Coordinated Public Service
January 7, 2011
Health & Human Services Building

Present: Michelle Blackford, Chair, Margaret Miles, Recording Secretary, Gayla Trumbo, Elliott Smart, Dave Preston, Bob Perreault, Joe Wilson, John Steffanic, Julie White, Keith Mahan, Shawn Montgomery, John Cunningham, Jerry Sipe, Scott Lawson, Randy Wilson, Craig Settlemyre, Supervisor Lori Simpson, Supervisor Jon Kennedy.

Additions to the Agenda: none. Thanks to Michelle for the refreshments!

Approval of Agenda of Jan. 7, 2011: Settlemyre/Wilson

Approval of Minutes of 11/5/10: Correction to minutes: under Round Table items, Greagle Transfer site: Swofford should be Olsen. Perrault/Trumbo approved with correction.

NIMS Compliance: Jerry Sipe presented information on the National Incident Management System (NIMS), and distributed Implementation schedule and flyer for Preparedness Fair being held Jan. 29. NIMS creates a nationwide network for preparation for, response to and recovery from catastrophes, hazards and emergencies. The goal is to insure health and public safety, and to coordinate police/fire/medical services; to accomplish this, Plumas County needs a trained and adequate workforce, the proper resources, and practice. Jerry reminded us that according to Gov't. code, every public employee is a disaster service worker. He is working with Gayla on a new handout for all new employees. All employees are required to take Incident Command Systems (ICS) training; there is an intensive 3-hour online course, but an on-ground course will be offered in Feb.

Introduction of Jon Kennedy, District 5 Supervisor: Supervisor Simpson introduced Supervisor Kennedy, who said he is excited to be starting work, and is open to hearing everyone's concerns.

Recognition Committee Update: Supervisor Simpson is reinstating employee recognition at retirement, and asks all Dept. Heads to notify her of upcoming retirements.

Contracts Training Discussion: Craig Settlemyre announced that a new Deputy County Counsel was hired Monday, which should help alleviate the considerable backlog of contracts. Craig asks Dept. Heads to please notify him if a delay causes liability or loss of funding. Craig is working on creating general templates for various types of contracts, and agreed with the suggestion that there should be a clear procedure with bullet points for use and approval of contracts. Management Council had a contracts subcommittee; Bob Perreault reported that the sub-committee did previously submit its latest draft to former County Counsel for review and

comment and there was no response when the former County Counsel vacated his position. A copy will be forwarded to County Counsel Craig Settlemyre. The subcommittee will meet with Craig and decide next steps.

Shawn announced that the county volunteer policy, along with forms, is being standardized, and she will be e-mailing a draft to Dept. Heads.

Election of New Mgmt Council Officers: All existing officers were willing to remain in place for another year. There was no argument.

Employee Appreciation – Standing Topic: A suggestion was made to place an ad in the paper, similar to Feather Publishing's, showing the longevity of county employees. There were concerns of violation of confidentiality.

Roundtable Items: David Hollister sent word that he is very interested in attending MC meetings, but can't come on Friday mornings. Michelle will poll dept. heads to see if another day/time would work better.

Elliott announced that the Dept. Head orientation subcommittee is still working.

Joe Wilson reported that a small plane crashed near the Chester airport last night and there were 2 fatalities.

Scott informed us that the Museum had over 800 visitors on Sundays in October. There is an Overland Trail group coming in April, and the Museum will be presenting a Women's History Month program in March. \$34,000 has been raised by the Museum Foundation this year.

Margaret mentioned the Library's migration to a new automation system, which went live on Jan. 3 with no disruption in service. Patrons can now make suggestions for purchase online, and can receive overdue and hold notices via e-mail.

Next meeting: February 4, 2011 - 9:00 a.m. H&HS Building
Refreshments – Gayla Trumbo

Minutes respectfully submitted by Margaret Miles, Plumas County Librarian