

BOARD OF SUPERVISORS

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AGENDA FOR MEETING OF APRIL 17, 2012 TO BE HELD AT 11:00 A.M. IN THE BOARD OF SUPERVISORS ROOM 308, COURTHOUSE, QUINCY, CALIFORNIA

10:00 – 11:00 A.M. – COMMUNITY DEVELOPMENT COMMISSION

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AGENDA

The Board of Supervisors welcomes you to its meetings which are regularly held on the first three Tuesdays of each month, and your interest is encouraged and appreciated.

Any item without a specified time on the agenda may be taken up at any time and in any order. Any member of the public may contact the Clerk of the Board before the meeting to request that any item be addressed as early in the day as possible, and the Board will attempt to accommodate such requests.

Any person desiring to address the Board shall first secure permission of the presiding officer. For noticed public hearings, speaker cards are provided so that individuals can bring to the attention of the presiding officer their desire to speak on a particular agenda item.

Any public comments made during a regular Board meeting will be recorded. The Clerk will not interpret any public comments for inclusion in the written public record. Members of the public may submit their comments in writing to be included in the public record.

CONSENT AGENDA: These matters include routine financial and administrative actions. All items on the consent calendar will be voted on at some time during the meeting under "Consent Agenda." If you wish to have an item removed from the Consent Agenda, you may do so by addressing the Chairperson.



REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the Clerk of the Board at (530) 283-6170. Notification 72 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility. Auxiliary aids and services are available for people with disabilities.

STANDING ORDERS

11:00 A.M. **CALL TO ORDER/ROLL CALL**

INVOCATION AND FLAG SALUTE

ADDITIONS TO OR DELETIONS FROM THE AGENDA

PUBLIC COMMENT OPPORTUNITY

Matters under the jurisdiction of the Board, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda unless it is determined to be an urgency item by the Board of Supervisors. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of 3 minutes.

ACTION AGENDA

Convene as the Flood Control District Governing Board

SPECIAL DISTRICTS GOVERNED BY BOARD OF SUPERVISORS

The Board of Supervisors sits as the Governing Board for various special districts in Plumas County including Dixie Valley Community Services District; Walker Ranch Community Services District; Grizzly Ranch Community Services District; Beckwourth County Service Area; Plumas County Flood Control and Water Conservation District; Quincy Lighting District; Crescent Mills Lighting District.

1. 11:10 **FLOOD CONTROL & WATER CONSERVATION DISTRICT** – Randy Wilson

Acceptance of the 2011 Lake Almanor Water Quality Report by Dr. Gina Johnston and John McMurry.
Discussion and possible action

Adjourn as the Flood Control District Governing Board and reconvene as the Board of Supervisors

2. 11:20 **ALLIANCE FOR WORKFORCE DEVELOPMENT** – Traci Holt

Annual report and update on Alliance For Workforce Development activities in Plumas County

3. 11:40 **B.J. PEARSON, MEMBER OF THE PUBLIC**

Presentation of Jobs Relocation Plan for Plumas County

4. CONSENT AGENDA

These items are expected to be routine and non-controversial. The Board of Supervisors will act upon them at one time without discussion. Any Board members, staff member or interested party may request that an item be removed from the consent agenda for discussion. Additional budget appropriations and/or allocations from reserves will require a four/fifths roll call vote.

A. HUMAN RESOURCES

Approve budget transfer of \$2,247 from Department 20035 – 521900 Professional Services to Department 20240 – 523130 Employee Assistance Program

B. PUBLIC HEALTH AGENCY

- 1) Adopt **RESOLUTION** amending the FY 2011-2012 County Personnel Allocation for Public Health Budget Units 70560 and 70561, effective April 01, 2012.
- 2) Approve and accept transfer of a 2006 Dodge Caravan from Colusa County to Plumas County Nutrition Program
- 3) Approve and authorize the Chair to sign a multi-year Service Agreement Amendment with The Regents of the University of California for FY 2012 through FY 2015
- 4) Approve supplemental budget transfer of \$95 in Department 20560-Vital Statistics for FY 2011-2012 to correct posting error to the State Umbilical Cord Blood collection fund and budget for unanticipated overhead charge

NOON RECESS

5. 1:30 P.M. PLUMAS ARTS – Roxanne Valladao

- A. Report and update on efforts and activities of Plumas Arts
- B. Adopt **RESOLUTION** designating the Plumas County Arts Commission as the Local Cultural Planning Agency for Plumas County and Authorizing an application to the California Arts Council State-Local Partnership Program. **Roll call vote**

6. 1:45 BOARD OF SUPERVISORS

- A. Discussion and possible action regarding re-organization of the County Administrative Office and/or recruitment of a County Administrative Officer; interim signing authority for County Administrative Officer, Purchasing Officer, and Risk Manager
- B. Accept letter of resignation from Shawn Montgomery, Auditor/Controller as the alternate Board member for CSAC-EIA
- C. Selection of firm for website development services (Plumas County Visitor Website). Discussion and possible action
- D. Correspondence
- E. Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations.
- F. Appointments

COMMUNITY CORRECTIONS PARTNERSHIP EXECUTIVE COMMITTEE

Pursuant to Penal Code sections 1230 and 1230.1 appoint successor to Mimi Hall on the Executive Committee of the Plumas County Community Corrections Partnership. The successor is to be selected from among the following: 1) The head of the county department of social services; 2) The head of the county department of mental health; or 3) The head of the county alcohol and substance abuse programs

7. 2:30 DEPARTMENTAL MATTERS

A. SHERIFF – Greg Hagwood

Approve and authorize the Sheriff to implement the Plumas County Correctional Facility Alternative Custody Supervision Plan; and authorize the Sheriff to sign the contract with Satellite Tracking of People and implement the fee schedule accordingly. Approved as to form by County Counsel

B. CRITICAL STAFFING COMMITTEE – Gayla Trumbo

Approve recommendation of the Critical Staffing Committee to refill the 1.0 FTE Public Works Maintenance Worker I/II

C. SOCIAL SERVICES/PUBLIC GUARDIAN – Elliott Smart

Appropriate \$7,000 from the General Fund Contingency to Department 20430-521900 – Professional Services to cover costs of outside Legal Counsel for conservatorship matter. **Four/fifths required roll call vote**

D. **PUBLIC HEALTH AGENCY** – Debbie Robinson

Authorize the Assistant Director of Public Health and Department Fiscal Officer II to have signing authority for the Public Health Agency until the Director of Public Health position is filled

8. 3:00 **COUNTY COUNSEL**

Approve and authorize the Chair to sign Public Defenders Renewal Contract for three years: Robert Zernich, Doug Prouty, and William Abramson

9. 3:15 **PUBLIC WORKS** – Robert Perreault

- A. Adopt **RESOLUTION** to establish Greenville Overhead Utility conversion District No. 6 superseding Resolution No. 08-7518; and authorize the Director of Public Works to sign Agreement with PG&E to perform Tariff scheduled related work, Rule 20A Electric Panel Service Conversions. **Roll call vote**
- B. Accounting transfers pertaining to inter-departmental employees: Director of Public Works respectfully requests the Board consider: “In regard to Public Works’ utilization of staff services of general fund employees from other County departments, the Board of Supervisors endorses accounting procedures that do not require the involvement of salary accounts or Personnel Action Forms”.

C. **Solid Waste**

Continued from April 03, 2012, approval of the proposed program to expend the overearnings of Feather River Disposal for Calendar Year 2010; and approve and authorize the Chair to sign Memorandum of Understanding between Plumas County and Feather River Disposal pertaining to Disposition of Overearnings of the Calendar Year 20120 Rate of Return. Discussion, possible action and/or direction to staff

10. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

- A. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (b) of Government Code Section 54956.9
- B. Conference with Labor Negotiator regarding employee negotiations: Sheriff’s Department Employees Association, Operating Engineers Local #3, and Confidential Employees

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

ADJOURNMENT

Adjourn meeting to Tuesday, May 01, 2012, Board of Supervisors Room 308, Courthouse, Quincy, California.



PLUMAS COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

AGENDA REQUEST

for the April 10, 2012 meeting of the FC&WC District Governing Board

April 6, 2012

To: Honorable Governing Board

From: Randy Wilson, Co-Manager – Planning *RW*

Subject: Acceptance of the 2011 Lake Almanor Water Quality Report by Dr. Gina Johnston and John McMurtry.

Background:

Each year ABWAC develops and recommends a water quality testing program for Lake Almanor. The testing is financed by donations. Dr. Gina Johnston and Mr. John McMurtry have submitted the results of the 2011 water quality for acceptance by the Plumas County Flood Control and Water Conservation District Board.

Attached is the 2011 Lake Almanor Water Quality Report by Dr. Gina Johnston and Mr. John McMurtry for discussion and acceptance.

Attachment:

DRAFT
Lake Almanor Water Quality Report,
2011

Prepared for
**Plumas County Flood Control & Water Conservation
District and
Almanor Basin Watershed Advisory Committee**

By

**K.R. Gina Johnston and John McMurtry
Butte Environmental Technologies**

Submitted January 2011

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Table 1. Lake Almanor Physical Parameters, 2011
Table 2. Lake Almanor Phytoplankton, 2011
Table 3. Lake Almanor Zooplankton, 2011

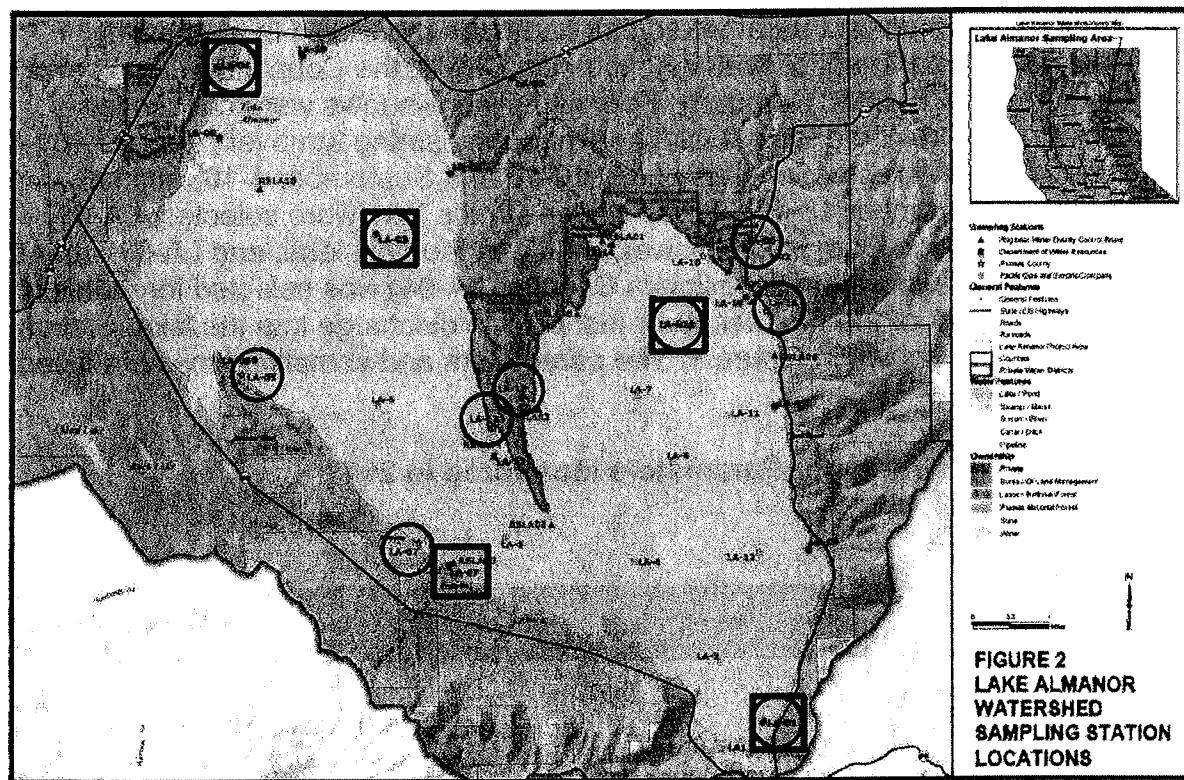
Introduction and Project Overview

A water quality monitoring program for Lake Almanor was conducted during 2011, following the same protocol used in the 2009 and 2010 study. The Plumas County Flood Control and Water Conservation District, in conjunction with the Almanor Basin Watershed Advisory Committee (ABWAC), provided oversight for the contract. Due to the limited funds available for this project, ABWAC selected some of the important parameters that had been monitored in the past by California Department of Water Resources (DWR), the County of Plumas and Pacific Gas & Electric Company. Four sampling windows were chosen for sampling to provide a look at lake health: during spring turnover (April 10-16), the period of heavy recreational use (July 10-16 and September 4-10) and fall turnover (November 13-19). Three stations in the lake were selected: LA-01, near the Canyon Dam Intake Tower; LA-02, in the east lobe; and LA-03, near the middle of the west lobe. A station in Chester (LA-04) was selected for monitoring the North Fork of the Feather River just prior to discharge into the lake. Station locations are shown in Figure 1. The parameters and sampling times are listed in Table 1, below.

Table 1. Lake Almanor Parameters Monitored in 2011

Parameter	Specific Parameters	Locations	Sampling Windows
Physical	Temperature Dissolved oxygen Electrical Conductivity Secchi depth	LA-01, LA-02, LA-03 every two meters, just once at LA-04 (no Secchi)	April 10-16 July 10-16 Sept 4-10 Nov 13-19
Plankton	Zooplankton Phytoplankton	LA-02 LA-03 (vertical tow)	April 10-16 July 10-16 Sept 4-10 Nov 13-19
Nutrients	Total phosphorus Total nitrogen	LA-02, LA-03 (0.5 meter below surface and 1 meter off bottom)	Apr 10-16 Nov 13-19

Figure 1. Sampling Station Locations in Lake Almanor (Adapted from Lake Almanor Watershed Water Quality Report, CH2M HILL, April 2006). Note: LA-01, LA-02, LA-03, LA-04 (highlighted in red) were used in the 2011 investigation. LA-07, near the Prattville intake, was not used.



Methods Used for Sampling and Analysis

a. Procedures for Field Measurements: Temperature, Dissolved Oxygen, Electrical Conductivity, and Secchi Depth

Temperature, dissolved oxygen and electrical conductivity were measured with a Hydrolab Surveyor 4 water quality meter equipped with these probes. All probes were calibrated in the lab prior to each field measurement day. The probes were lowered into the water column and readings were taken at 0.5 meter below the surface and at every two meters to within one meter of the lake bottom. During periods of thermal stratification, readings were taken every meter to more accurately measure changes in temperature and dissolved oxygen with depth.

Secchi disk transparency was measured using a standard Secchi disk which was lowered on the shady side of the boat. The disappearance and reappearance depths were recorded and averaged.

b. Procedures for Chemical Measurements: Nutrients

Water samples for chemical analysis were collected with a Van Dorn style 2.2 liter sampler at two depths (0.5 meter below lake surface and 1.0 meter above lake bottom). They were poured into appropriate bottles provided by Basic Laboratory. All samples were stored in a styrofoam ice chest and packed in ice to maintain a temperature of 4° C and dark conditions. They were transported to the Basic Lab branch office in Chico, CA within 24 hours of collection.

Basic Laboratory in Redding, CA, performed the nutrient (Total Kjeldahl nitrogen, nitrite plus nitrate, total nitrogen and total phosphorus) analyses. It is certified by the California Department of Public Health to conduct these analyses.

c. Procedures for Plankton Collection and Analyses

Phytoplankton were collected with a Wisconsin type conical net (80 micron mesh) that was pulled from the bottom to the surface to produce an integrated sample. They were preserved with Lugol's solution, as well as 40% formalin solution.

Phytoplankton were counted and were identified to division (Chlorophyta, Chrysophyta, etc.) and to genus when this would allow for comparison with previous data and when the genus would be indicative of water quality.

Zooplankton were collected with a net towed from the bottom to the lake surface to produce an integrated sample and preserved with 40% formalin solution.

Zooplankton were enumerated and identified to order (Cladocera, Copepoda, etc.) and to suborder or genus when this would allow for comparison with previous data or where the identity had water quality significance. (Again, certain genera are indicators of lake health and it would be important to know their abundance.)

Results and Discussion

1. Physical Parameters

a. Temperature

The temperature data are shown in graphic form for each station (See figures 2, 3, 4 and 5 as well as Table 1 in Appendix). In April 2011 three lake stations (LA-01, LA-02 and LA-03) were well-mixed with little temperature difference between surface and bottom. At LA-01 and LA-02 temperature at the surface was about 7 °C and at the bottom it was between 5 and 6 °C. LA-03 was slightly warmer with surface at 8 °C and the bottom at 7 °C.

By July 2011 all three stations were thermally stratified. The epilimnion was about 20 °C. The thermocline (or metalimnion) at LA-01 and LA-02 was between 6 and 10 meters. At LA-03 it was 5-8 meters. LA-03 may not have stayed stratified, due to its shallow condition.

In September surface temperatures at LA-01 and LA-02 were between 21 and 22 °C. At both stations the thermocline was a little deeper than in July (8-13 meters) and the temperature in the hypolimnion was 11-12 °C. LA-03 was well mixed, with temperature between 20 and 21 °C.

By November 2011 the lake was no longer thermally stratified at any station. Water temperature at LA-01 and LA-02 was about 11 °C throughout. LA-03 was cooler, with a temperature between 9 and 10 °C.

In summary, the lake warms up over the summer as it absorbs solar radiation and the heat energy gets distributed through the water column primarily by wind mixing. The wind is not strong enough to mix deeper than about 10 meters, as marked by the thermocline. Below the thermocline, the hypolimnion is stable and cool. LA-03 is only 7-9 meters deep, so water can be fully mixed by wind action. By late summer most of

the lake volume is 15 °C or warmer and only the deeper parts of the eastern basin have water temperatures cooler than 12 °C.

Temperature in the North Fork of the Feather River at Station LA-04 follows a similar seasonal pattern to the lake, although it is generally cooler than the lake temperature. The highest temperature was in September. (See Figure 5, as well as Table 1 in the Appendix.)

b. Oxygen

The oxygen data are shown in graphic form (Figures 2, 3, 4 and 5) along with the temperature for each station for each date, as well as in Table 1 in the Appendix. The amount of oxygen that can be dissolved in freshwater is primarily a function of temperature and atmospheric pressure. Temperature is very important, since the higher the temperature the less oxygen can be dissolved. The higher the elevation, the lower the atmospheric pressure, and the lower the pressure, the less oxygen can be dissolved. Biological processes can affect the oxygen concentration. Photosynthesis produces oxygen and respiration, including decomposition, consumes oxygen. If one of these processes exceeds the other, the oxygen concentration is affected. The amount of mixing with the atmosphere (usually due to wind action in a lake) can affect oxygen concentration. All of these factors must be considered when trying to interpret the change in oxygen concentration from the surface of a lake to the bottom or the change from season to season.

In April 2011 the oxygen concentration at all three lake stations was about 10.5 parts per million (ppm) throughout the water column. This was approximately the maximum that could be dissolved at that water temperature (7-8 °C) and the existing atmospheric pressure.

In July 2011 oxygen concentration in the epilimnion at LA-01 and LA-02 was about 7.5 ppm, even though the water temperature was over 20 °C. Oxygen was being maintained at a high level due to wind mixing and also photosynthesis. Due to the shallow conditions at LA-03, oxygen was between 7-8 ppm throughout. In the region of the thermocline at LA-01 and LA-02, oxygen levels increased as the temperature decreased. (Colder water can hold more dissolved oxygen.) In the hypolimnion at LA-01 and LA-02, oxygen levels dropped even though temperature continued to decrease. Once the lake was stratified, the deeper portion of the lake was isolated from the atmosphere and the effects of wind mixing.

Figure 2. Temperature and Dissolved Oxygen at Lake Almanor, Station LA-01, During 2011

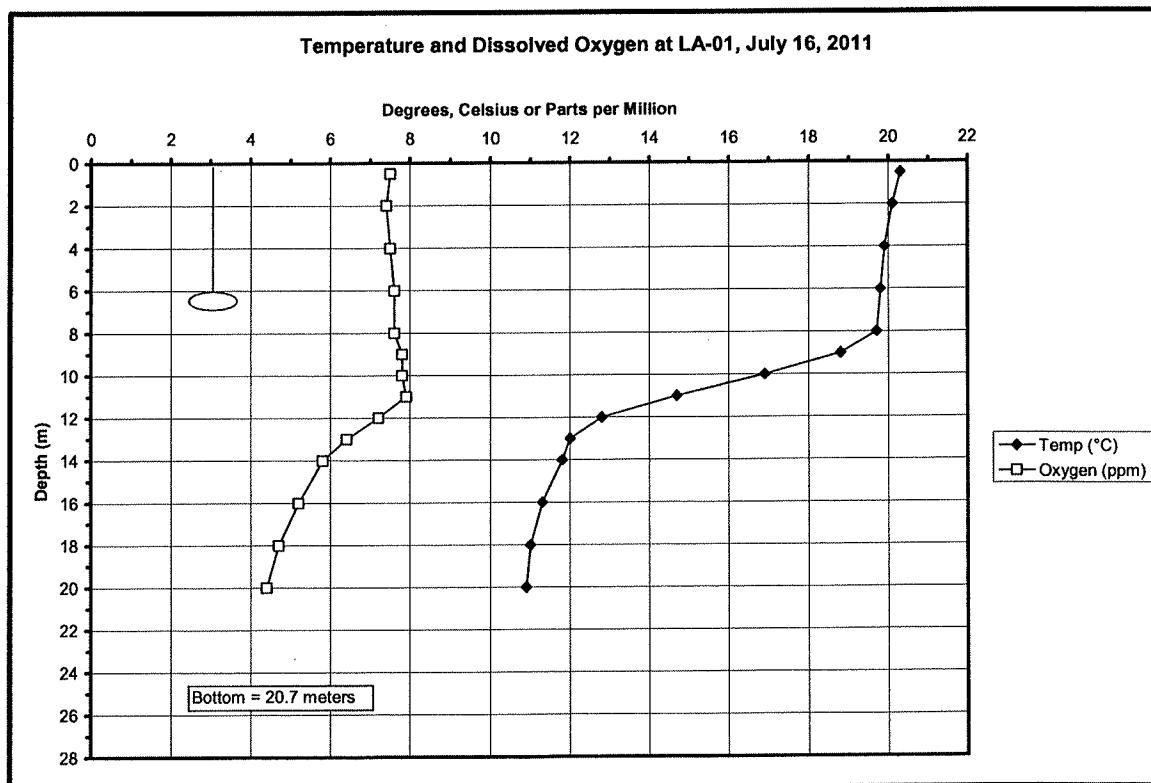
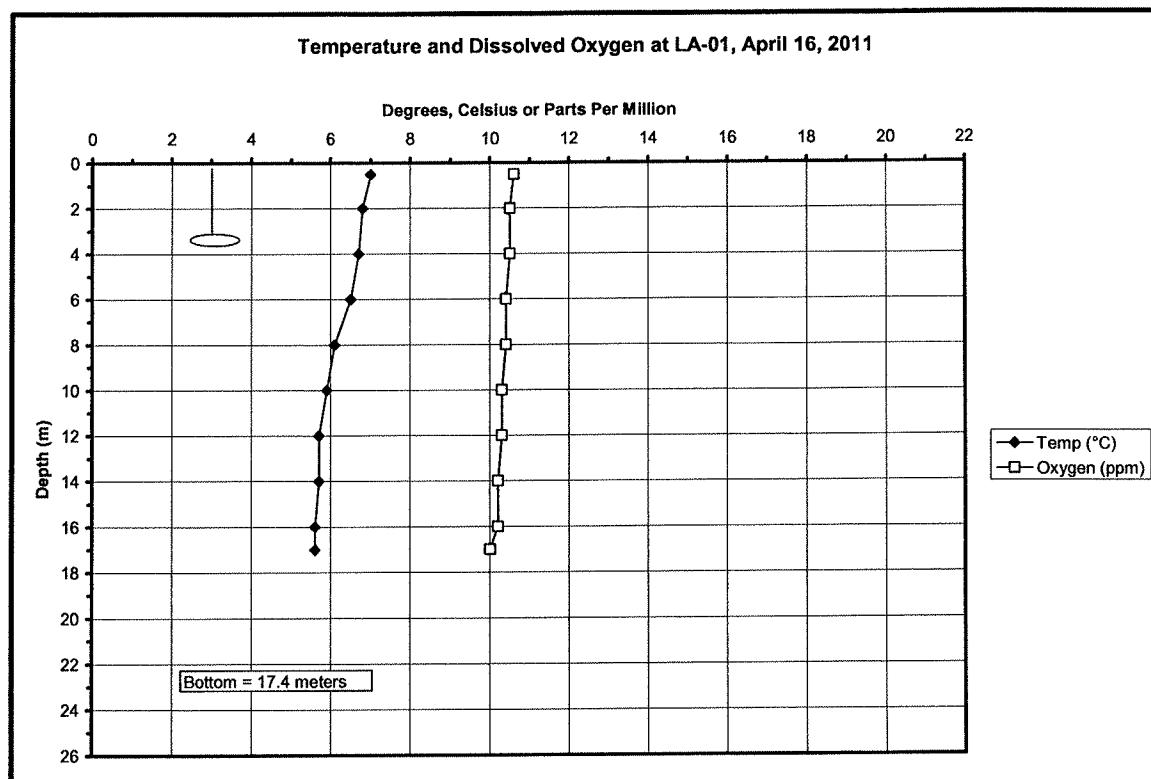


Figure 2 (continued). Temperature and Dissolved Oxygen at Lake Almanor, Station LA-01, During 2011

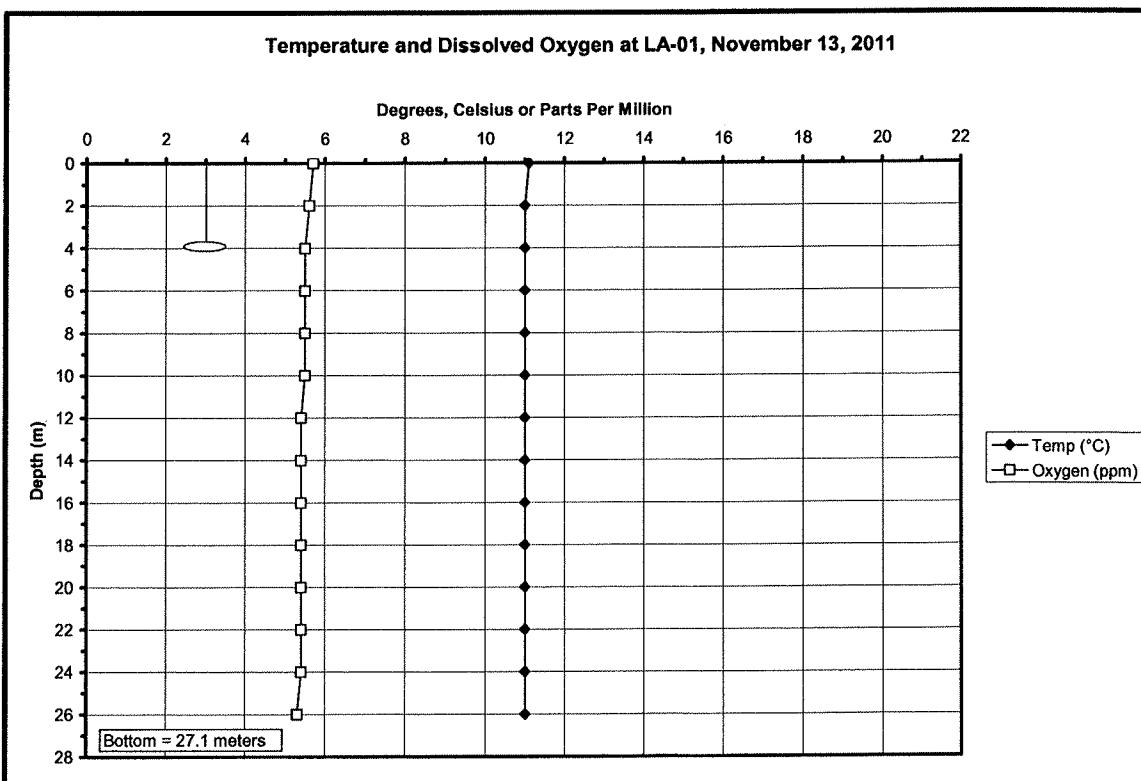
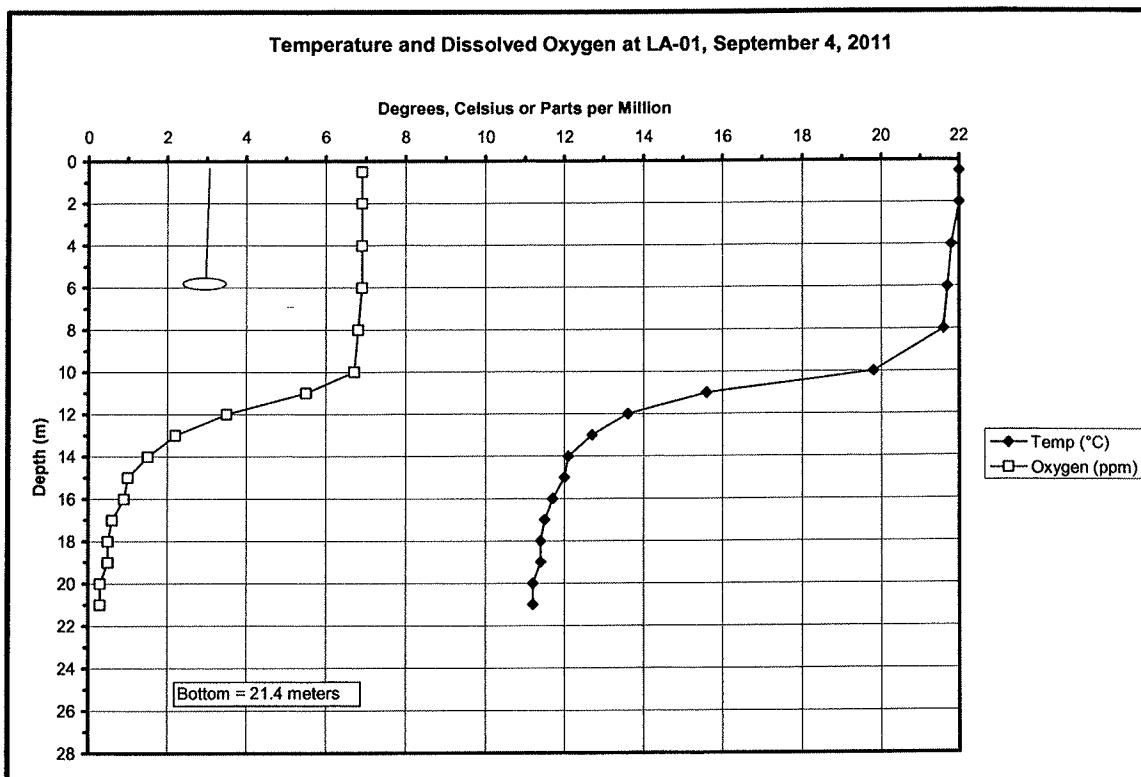


Figure 3. Temperature and Dissolved Oxygen at Lake Almanor, Station LA-02, During 2011

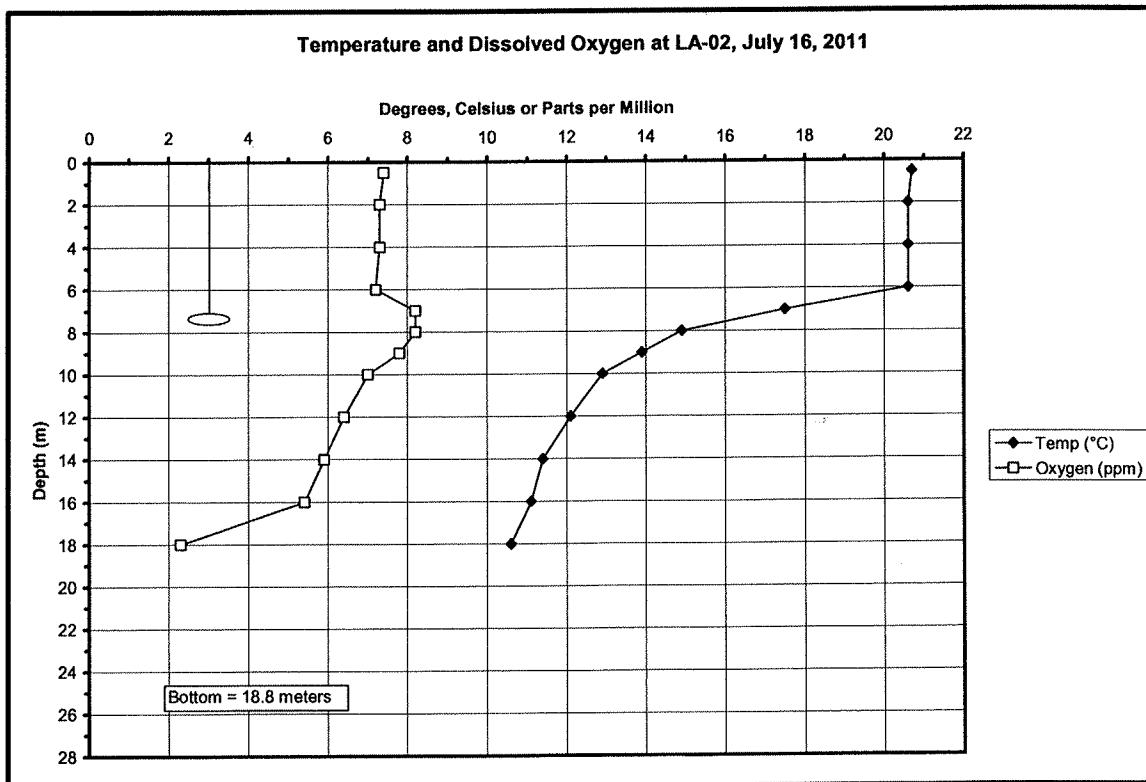
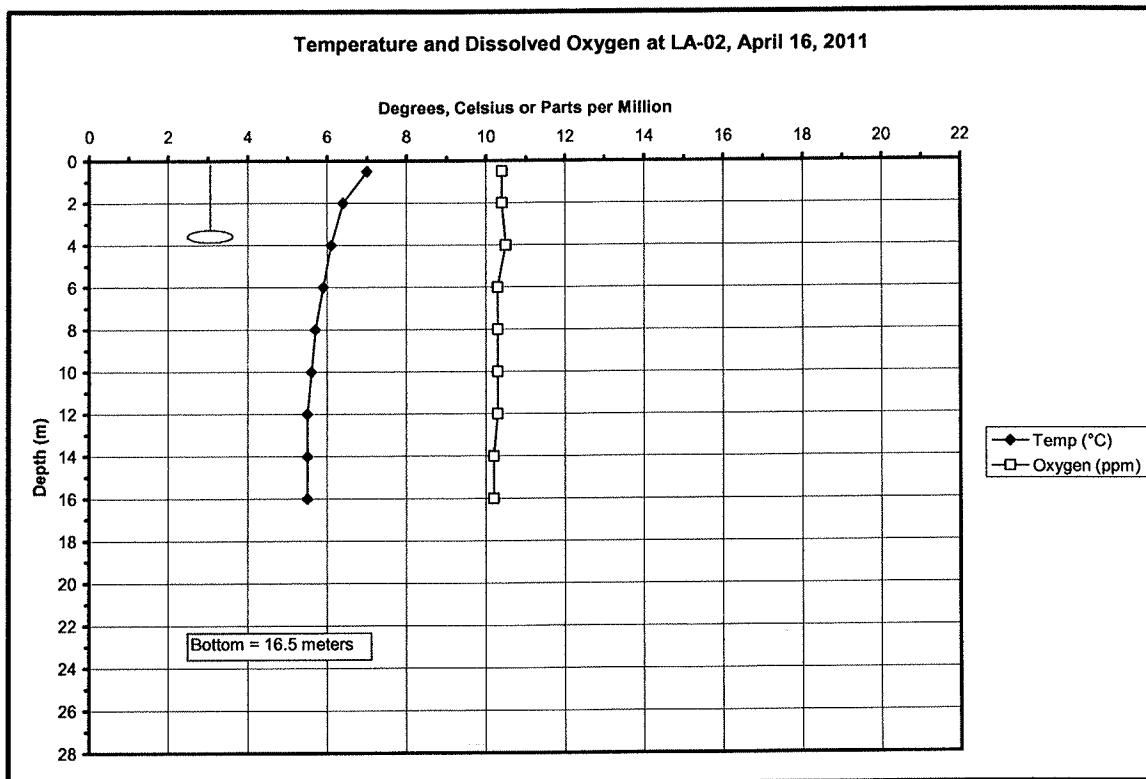


Figure 3 (continued). Temperature and Dissolved Oxygen at Lake Almanor, Station LA-02, During 2011

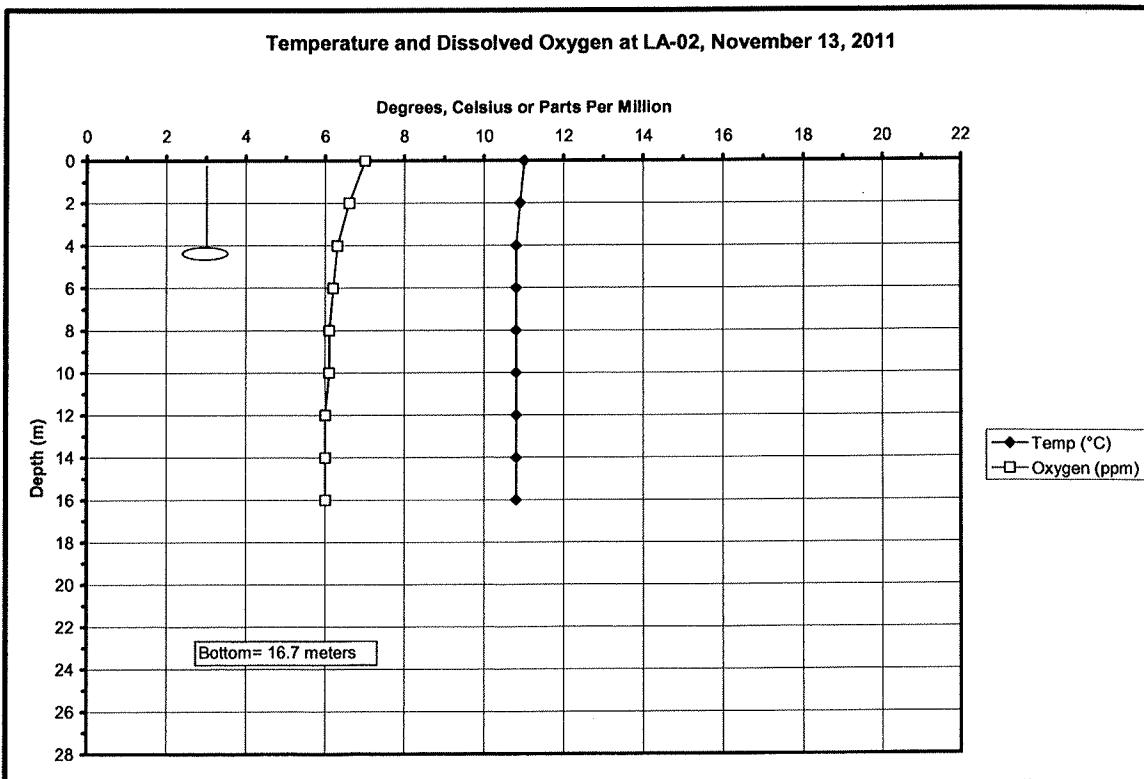
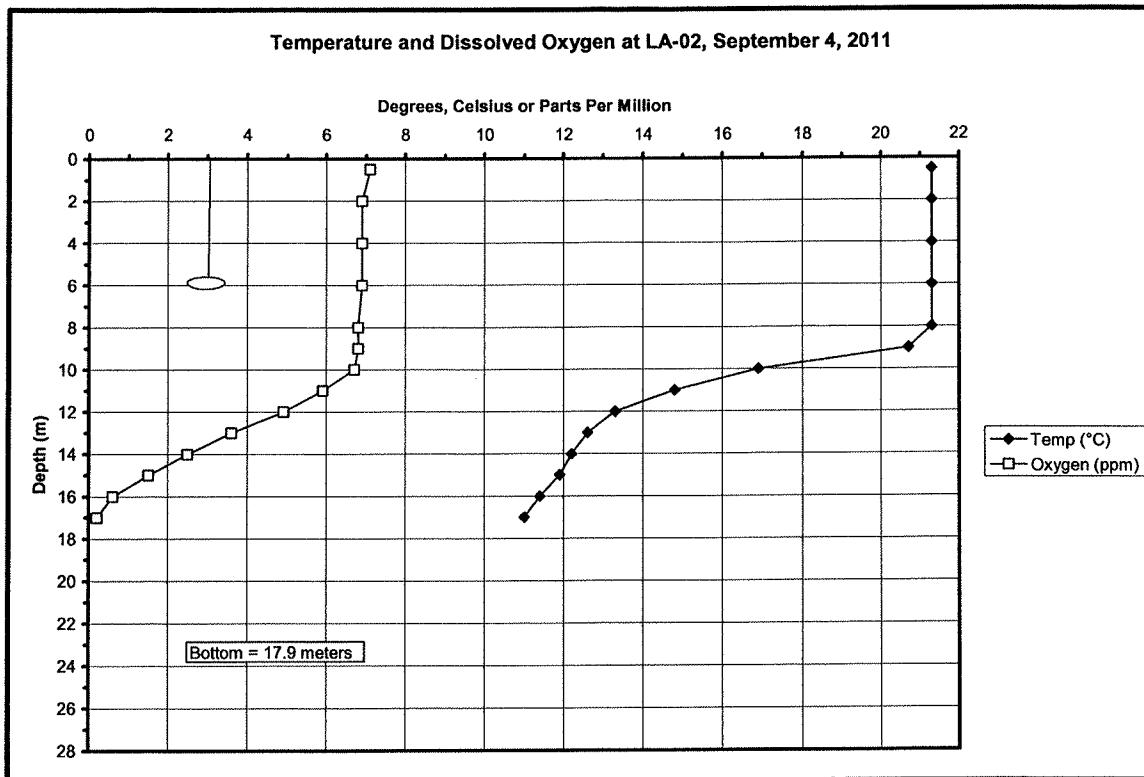


Figure 4. Temperature and Dissolved Oxygen at Lake Almanor, Station LA-03, During 2011

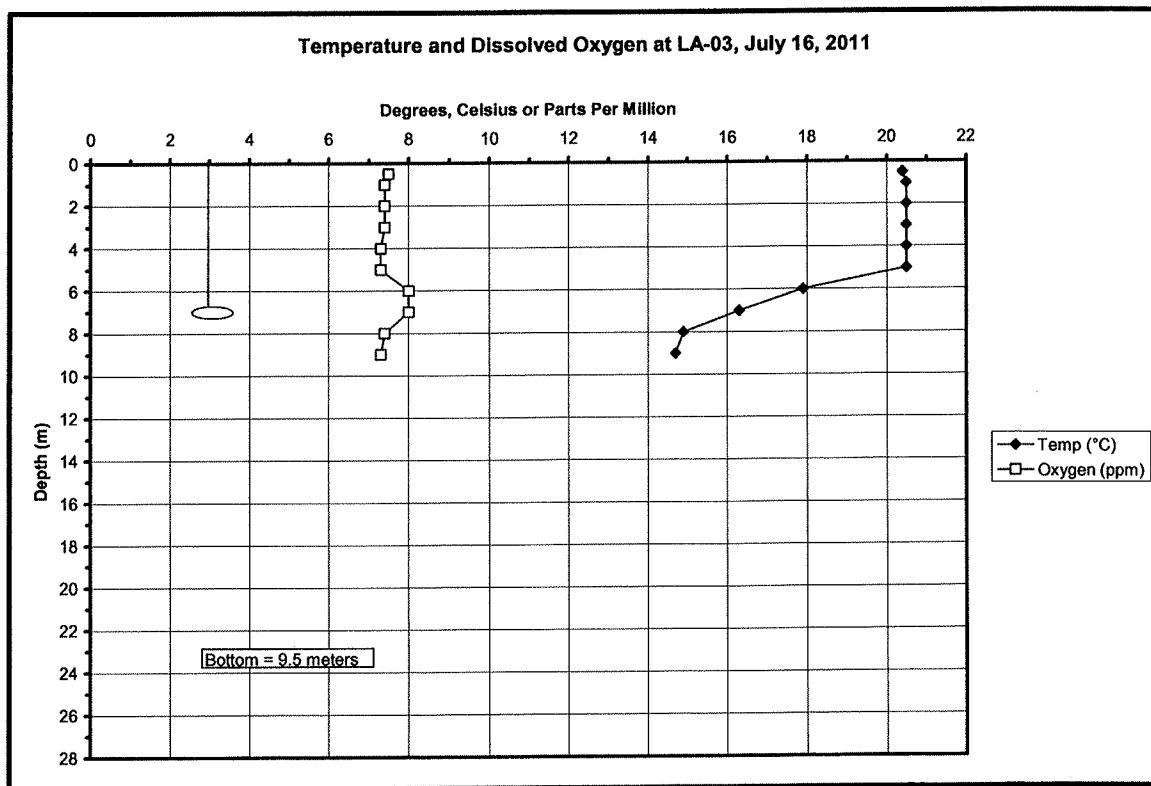
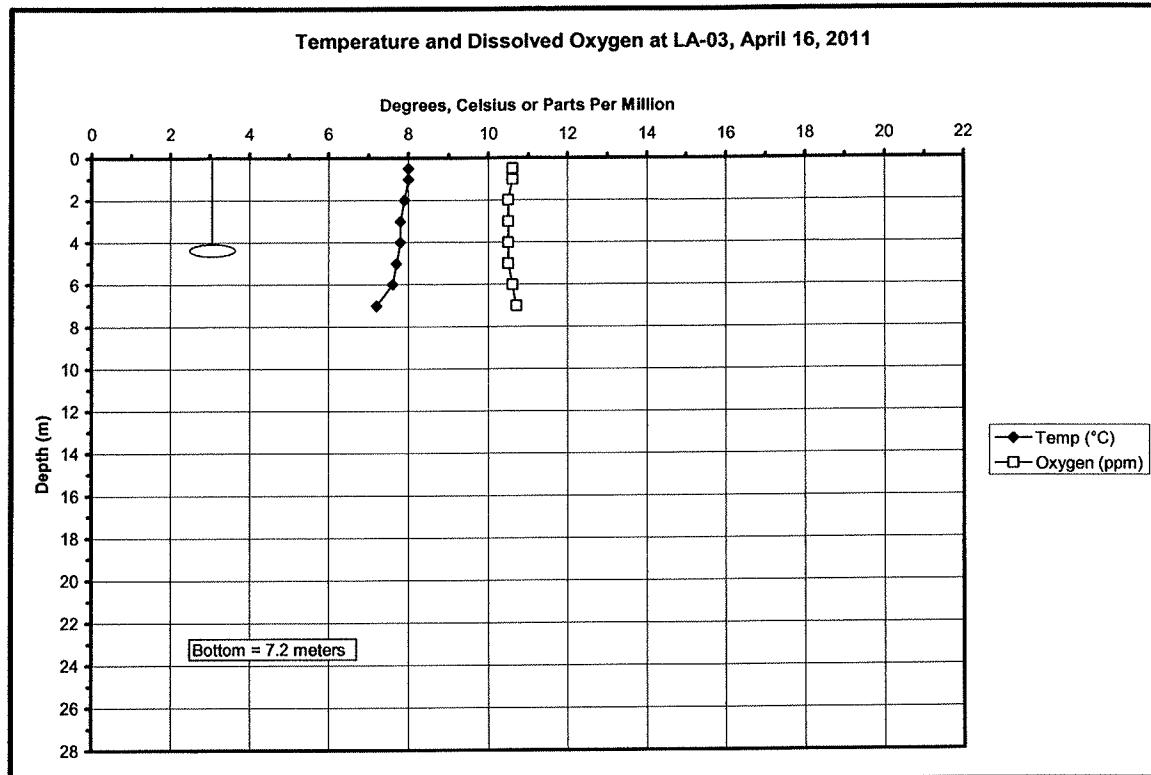
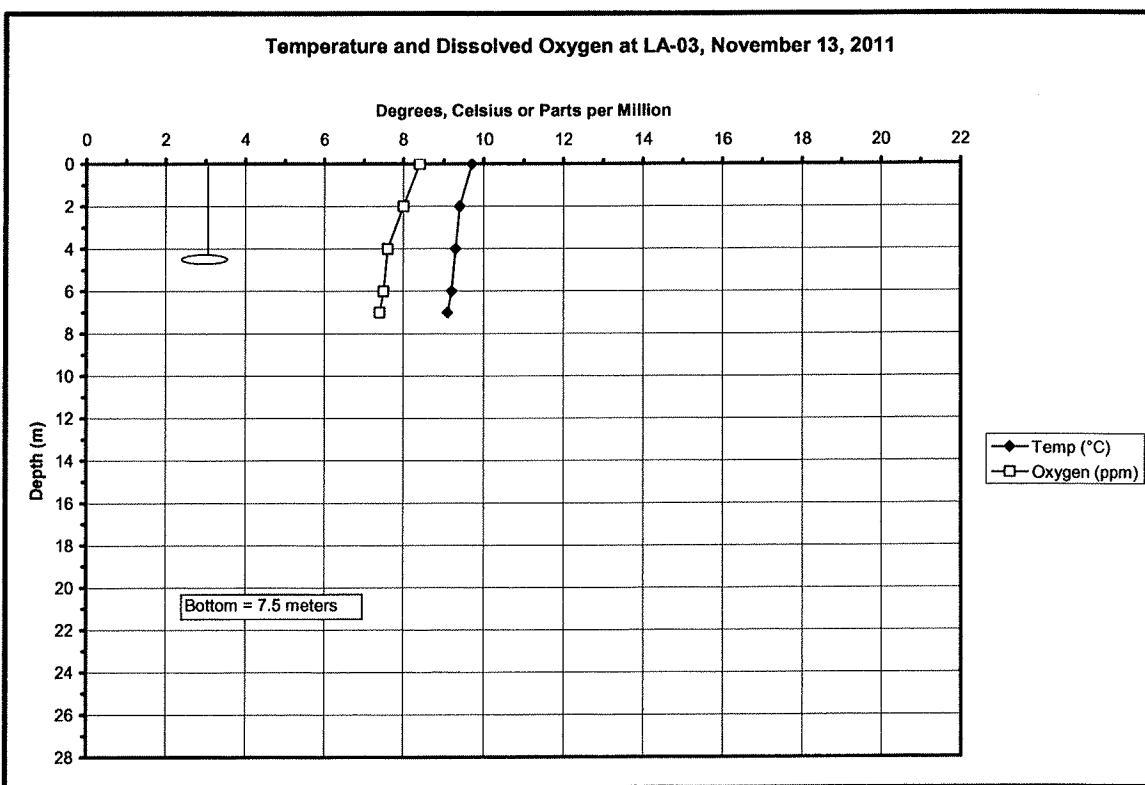
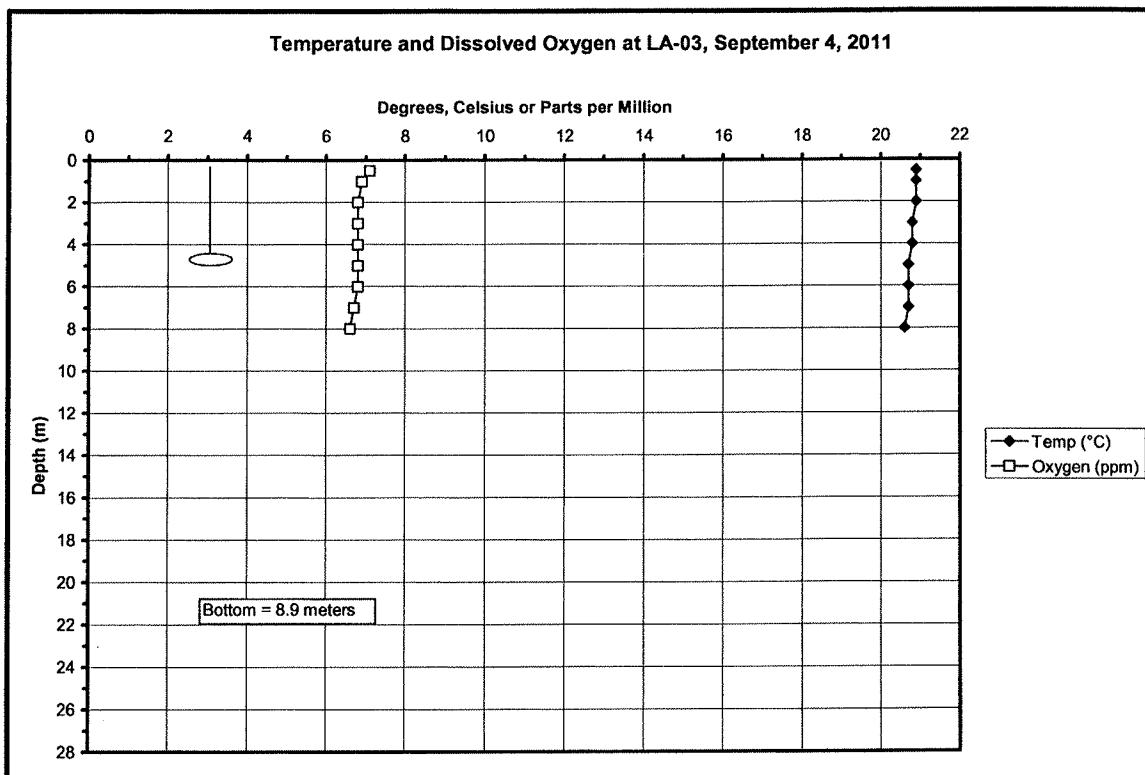


Figure 4 (continued). Temperature and Dissolved Oxygen at Lake Almanor, Station LA-03, During 2011



Decomposition consumed oxygen at a faster rate than photosynthesis could produce it, so levels dropped. In the deepest part of the hypolimnion at LA-01, oxygen was at 4-5 ppm and at LA-02 oxygen was at 2-5 ppm.

By September 2011, oxygen was still near 7 ppm in the epilimnion of LA-01 and LA-02, and throughout the water column at LA-03. In the region of the thermocline at LA-01 and LA-02, oxygen levels dropped off very abruptly to less than 5 ppm. The hypolimnion at LA-01 was essentially devoid of oxygen.

As the lake cooled in the autumn, the thermal stratification broke up. By November, all stations were again well-mixed and oxygen levels were between 5 and 7 ppm throughout.

An examination of the DWR data base (1989-2004) for Lake Almanor showed that the annual pattern for temperature and oxygen has been about the same since their records began. Low levels of oxygen in the hypolimnion are the "norm". Data for the lake prior to 1989 is patchy, so it is difficult to determine when oxygen depletion in the hypolimnion began.

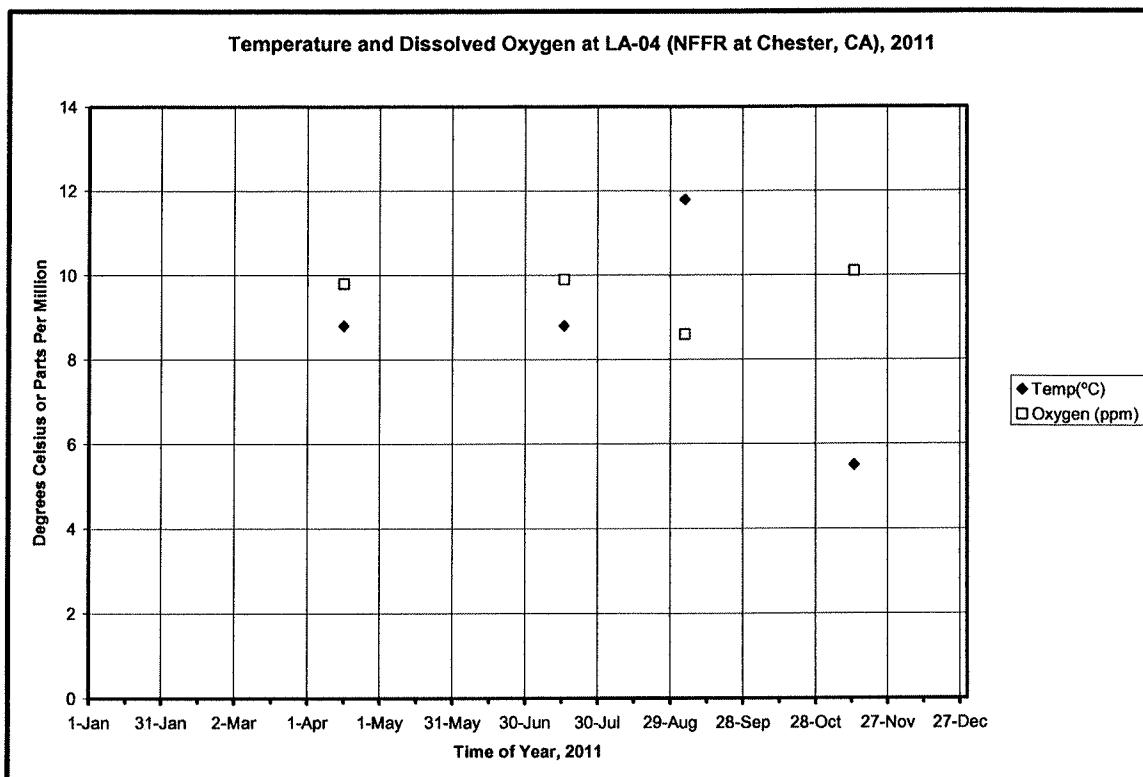
As discussed in earlier reports, the low levels of oxygen stress the cold-water fish species in the lake, since the regions where both temperature and oxygen preferences are met become scarce.

Oxygen levels in the Feather River are always higher than in the lake, primarily because of the colder water temperature and the turbulence of the water (See Figure 5).

c. Electrical Conductivity

Electrical conductivity is a measure of the dissolved salts in water. The data for this report is presented in Table 1 in the Appendix. Values ranged from 54-58 micro-Siemens/cm at all lake stations and from 31-46 micro-Siemens/cm in the Feather River. There was little difference between lake stations, although LA-03 tended to be lower, due to the influence of the river. The range of data is similar to that in the DWR data base for 1989-2004. The values are lower than in 2011 due to the greater precipitation received throughout the spring of 2011.

**Figure 5. Temperature and Dissolved Oxygen at LA-04
(NFFR at Chester, CA) 2011**



d. Secchi Depth

Secchi depth is an indication of suspended particles in the water column. Data for Secchi depth is presented on all graphs by a line and disk on the left-hand side, as well as in Table 1 in the Appendix. For LA-01 and LA-02, Secchi depth was about 3 meters and at LA-03 it was 4 meters in April. It increased to 6-7 meters at all stations in July. In September it was still 5.5 -6 meters at LA-01 and LA-02, but only 4 meters at LA-03. It then decreased in November to about 4 meters at all stations. Variation is probably related to sediment carried by inflowing streams, as well as phytoplankton. Values were in agreement with those in the DWR data base and with the 2009 and 2010 studies.

2. Chemical Parameters: Nutrients

These tests were performed to get an estimate of the amount of nitrogen and phosphorus available to phytoplankton at the time of lake turnover. Total nitrogen, nitrite plus nitrate and total phosphorus were analyzed in April and November 2011 at LA-02 and LA-03. Data are presented in Table 2 below.

Table 2. Nutrient Concentrations at LA-02 and LA-03 in 2011

Date	Station	Total Kjeldahl Nitrogen	Nitrite plus Nitrate	Total Nitrogen	Total Phosphorus
16 April	LA-02 surface	0.2	ND	ND	ND
16 April	LA-02 bottom	0.2	ND	ND	0.02
16 April	LA-03 surface	0.2	ND	ND	ND
16 April	LA-03 bottom	0.2	ND	ND	ND
13 November	LA-02 surface	0.2	ND	0.2	ND
13 November	LA-02 bottom	0.2	ND	0.2	ND
13 November	LA-03 surface	0.2	ND	0.2	ND
13 November	LA-03 bottom	0.2	ND	0.2	ND

(Note: ND= Not Detected at the detection limit for the test)

Nitrite plus nitrate and total phosphorus were below detection limits for all samples except LA-02 bottom in April. Total Kjeldahl and total nitrogen were close to the minimum detection limit. The concentrations may have been low because there were already large populations of phytoplankton present in the lake in April and November. If these tests are repeated, samples should be collected in September, before turnover. That might indicate if nutrients are being released from sediments.

3. Phytoplankton and Zooplankton

Phytoplankton samples were collected at LA-02 and LA-03 on all four sampling dates. Data for the major groups of phytoplankton are presented in graphic form in Figures 6 and 7. More detailed data are in the Appendix. The data are presented in two different graphs for each station. The first graph shows the number of algal cells or colonies per liter of lake water. The second graph shows the volume of algal cells per milliliter of lake water (cubic microns per milliliter). This way of showing the data is important where the number of colonies is low but the size of each colony is large. It is a more accurate way of expressing the total amount of algae present.

Figure 6. Major Phytoplankton Groups at Lake Almanor, By Number/Liter and By Volume (cubic microns/milliliter), Station LA-02 in 2011

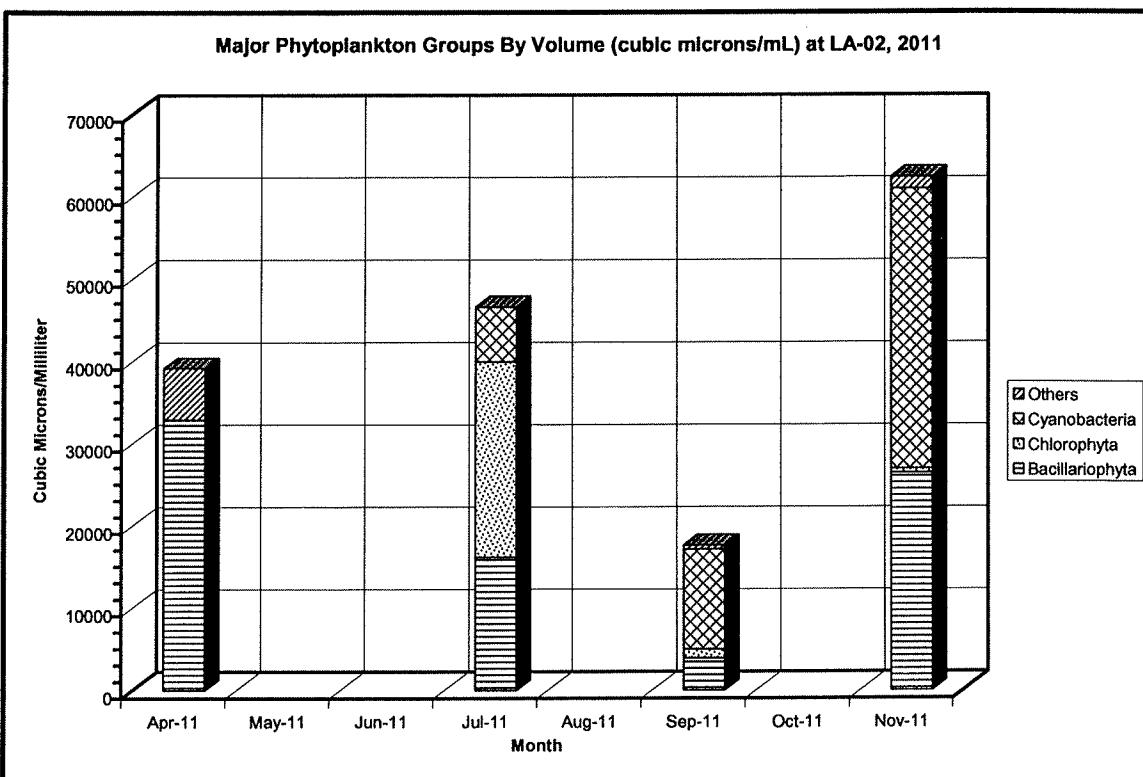
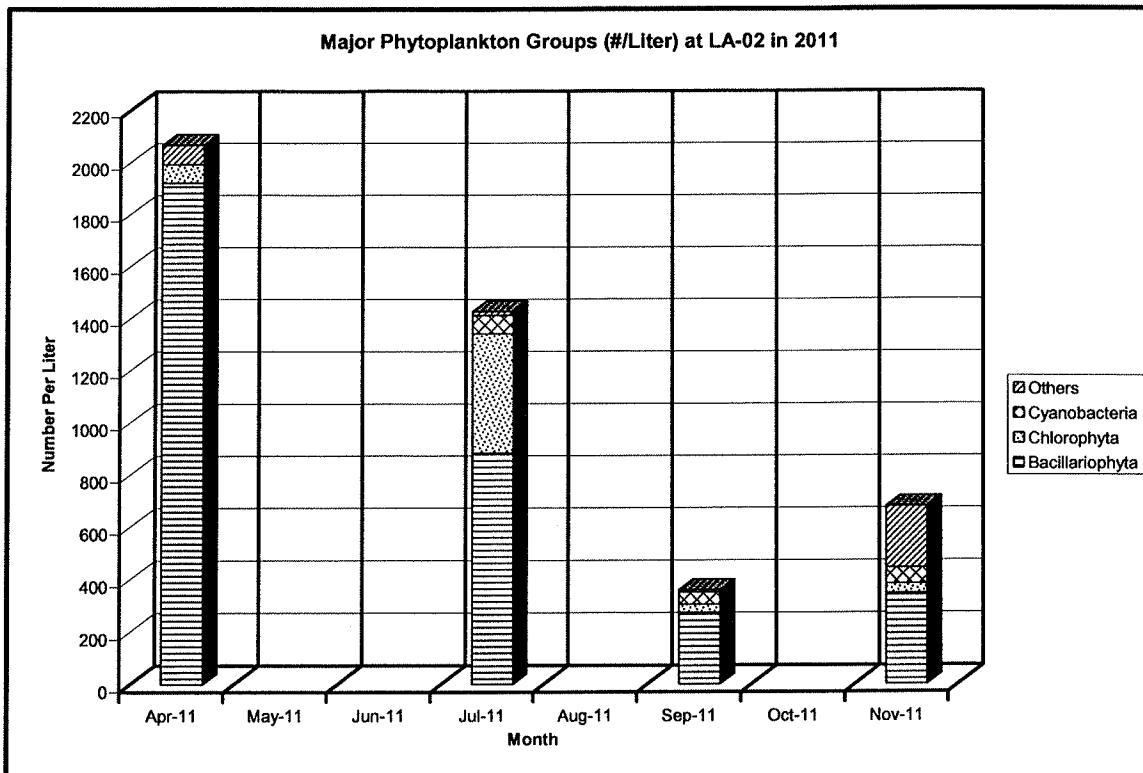
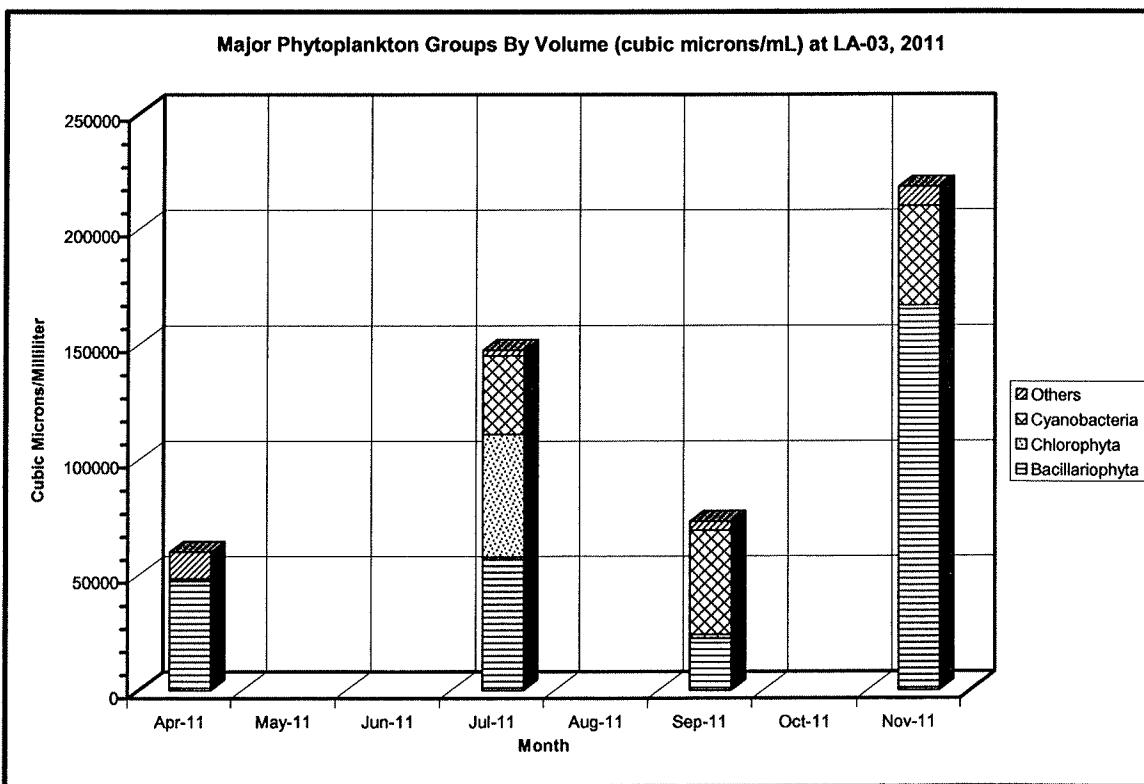
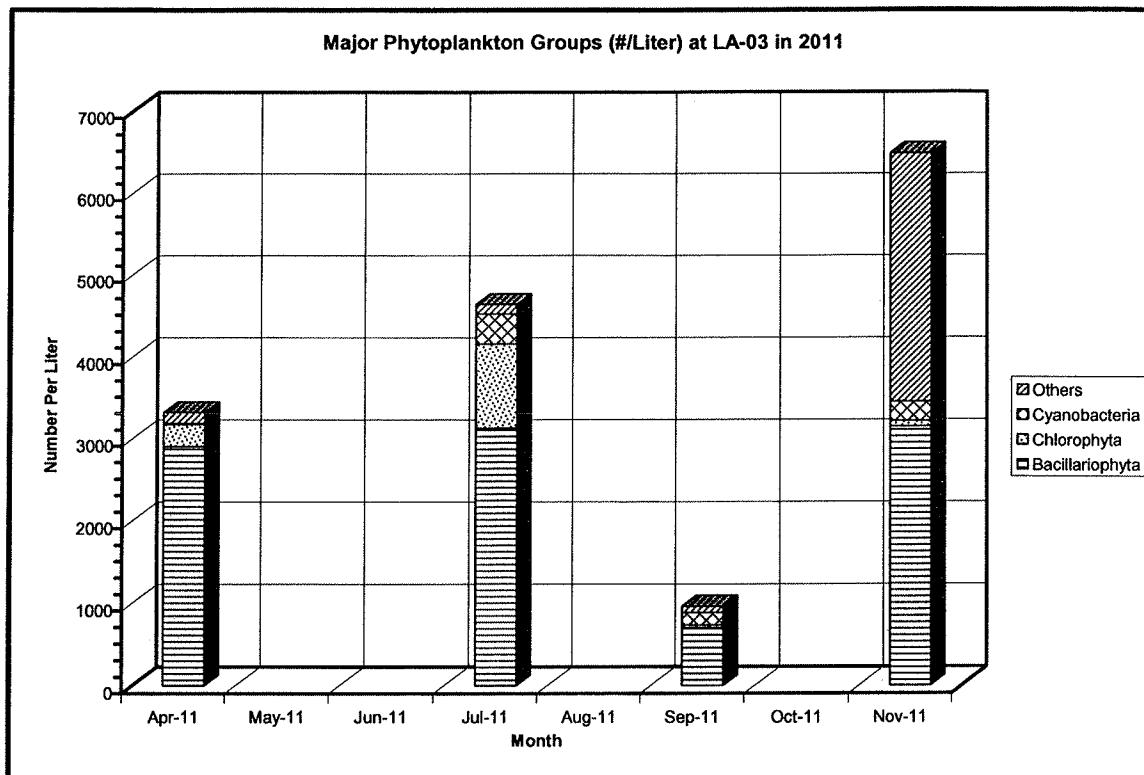


Figure 7. Major Phytoplankton Groups at Lake Almanor, By Number/Liter and By Volume (cubic microns/milliliter), Station LA-03 in 2011



In April diatoms (Bacillariophyta) were the dominant form at both LA-02 and LA-03, particularly *Fragilaria*, *Asterionella* and *Stephanodiscus*. By July some bluegreen algae appeared, primarily *Anabaena*. Colonial green algae (Chlorophyta) were also abundant, primarily *Eudorina*. In September and November these genera were joined by more bluegreens, *Lyngbya* and *Microcystis*. At LA-03 a yellow-brown algae, *Dinobryon*, was very abundant. It constituted most of the "Others" category on the graphs.

Although the species present were similar to those in previous years, the total amount of phytoplankton was considerably less than in 2010. At LA-02 the greatest volume was in November but the amount in 2011 was less than half of the greatest amount in 2010. At LA-03 the greatest volume was also in November, but was less than one third of the greatest amount in 2010. Bluegreen algae continued to be numerous in the late summer and fall, but the lower amounts of algae overall was probably due to the higher precipitation and cooler air temperatures during Spring 2011. This delayed the warming of the lake and also produced higher lake levels.

There are no recent data from DWR concerning the phytoplankton, but some tables from the 1970's show that some of the same species were present then. The assemblage of genera is characteristic of meso-trophic lakes.

Zooplankton were collected along with the phytoplankton and results are presented in Figures 8 and 9. More detailed data are in the Appendix. The most abundant group at both stations were the Rotifera, with few Copepoda and Cladocera present. Most likely, their small size limits predation by small fish, whereas Copepoda and Cladocera are readily eaten. The most common genera were *Keratella* and *Polyarthra* at both stations. The cooler spring weather and lower phytoplankton populations resulted in much lower zooplankton populations. Their abundance was generally half of the 2010 values.

Conclusion

Lake Almanor is a fairly rich reservoir capable of supporting a diverse assemblage of plants and animals. Large populations of phytoplankton can develop during lake overturn in the spring and fall. Nutrients that collect in the hypolimnion during the period of thermal stratification in the summer are distributed throughout the water column during periods of overturn or mixing. When there is an abundance of precipitation and cool weather in the spring, this can slow population growth and favor green algae or diatoms over bluegreen algae.

A more extensive study of the nutrient budget of the lake might reveal major sources of nutrients. Loss of oxygen in the hypolimnion does result in release of

Figure 8. Major Zooplankton Groups (#/Liter) at Lake Almanor, Station LA- 02, 2011

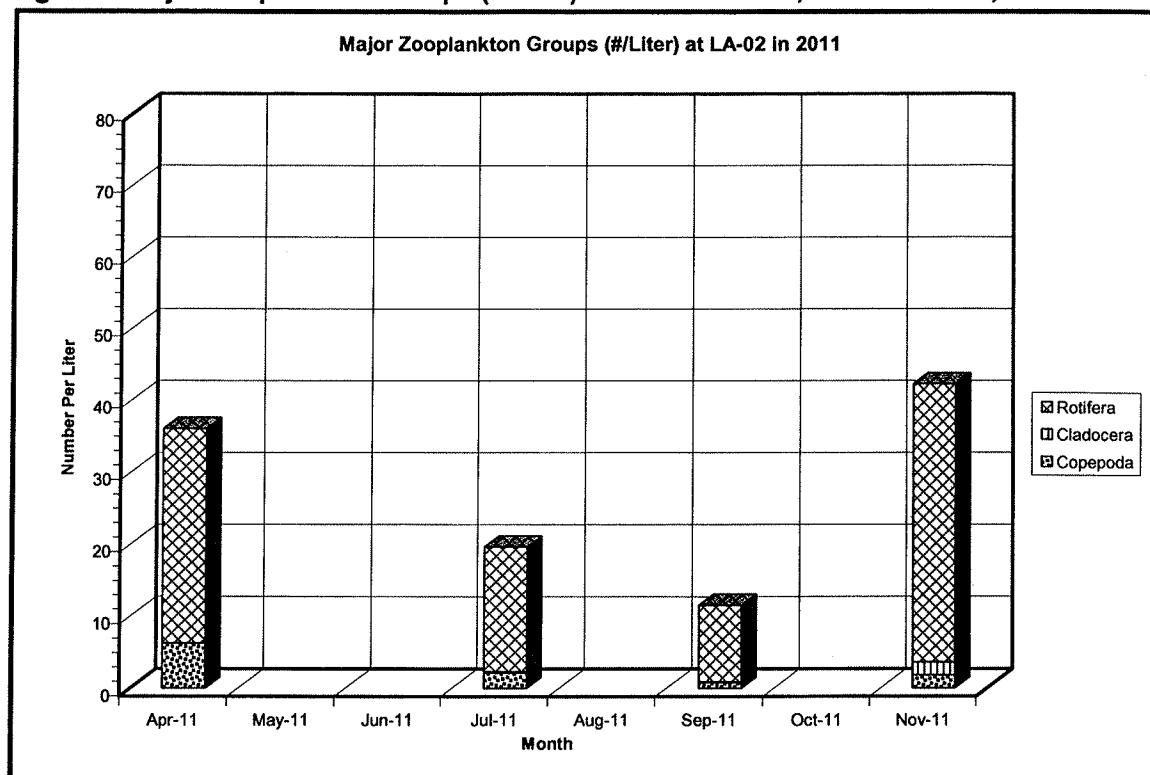
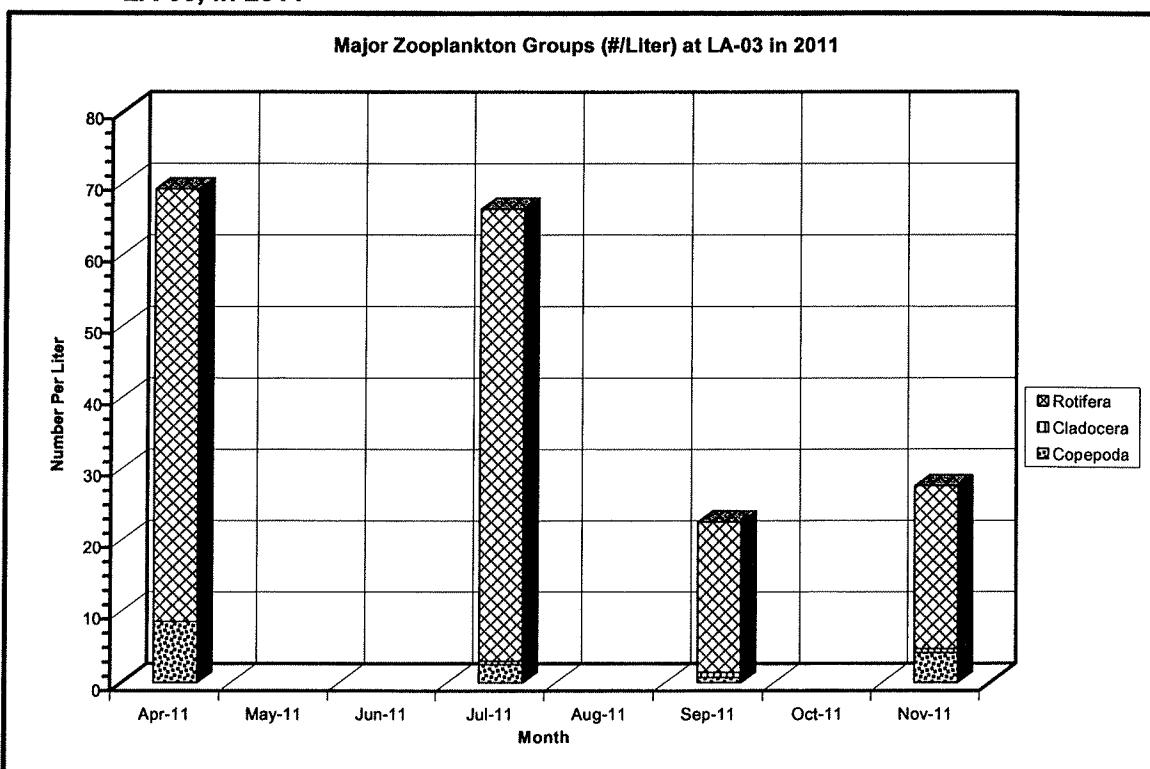


Figure 9. Major Zooplankton Groups (#/Liter) at Lake Almanor, Station LA-03, in 2011



nutrients from lake sediments, but other sources could be septic tanks, golf courses or lawn fertilizer.

This year the nuisance species of algae were present in low numbers due to the cool, wetter weather. We can expect that dry years will be accompanied by larger populations.

General Discussion of Lake Conditions and the Importance of Monitoring

Lakes and reservoirs are often pristine right after they are created. However, when rivers, groundwater and human activities bring nutrients (phosphorus, nitrogen and other chemicals needed for plant and animal growth), sediments and other substances into them, they begin to change. The rate at which these substances enter can affect how quickly the system changes. Over time the lake or reservoir begins to accumulate sediment and nutrient concentration increases. Eventually, the nutrients are sufficient to support a large population of phytoplankton or other plants. If the growing conditions are suitable, certain nuisance species of phytoplankton (blue-greens) or rooted aquatic plants may become numerous to the point that they interfere with the use of the water for recreation or drinking. As more plant material is produced, only a portion of it is consumed by fish and other animals. This "extra" organic material settles out of the water and accumulates near the bottom. Bacteria will decompose the material and use up the dissolved oxygen in the deeper portion of the lake or reservoir. The loss of dissolved oxygen can become so severe that some fish species, such as trout, can't survive. Tolerant species, such as catfish or carp, may become more abundant. The system continues to change physically and biologically until it becomes dominated by algae and aquatic plants, with a limited number of fish species that can tolerate these conditions.

Lake Almanor is a reservoir that is already undergoing many changes. Because of the lake's high elevation, the cooler water temperature and the short growing season limit some plant growth. However, the western basin is shallow and the water is warm in the summer. Phytoplankton and larger aquatic plants can become very numerous at this time of year. There are enough nutrients coming in from the river, streams or from human activities (septic tanks, golf courses, lawns) to support abundant plant growth. As more homes are built in the watershed, the nutrient input will increase.

In the eastern basin, the water is deep enough to become thermally stratified in the summer. The warm, well-oxygenated water at the surface does not mix with the colder water deep in the lake. Over the summer, the deep water's oxygen supply gets depleted by bacterial decomposition and oxygen levels drop to zero. This is a stressful time for those fish species that need both cold water and sufficient oxygen, such as trout. The warm, nutrient-rich water near the surface may support large populations of phytoplankton, especially blue-green species. As these algae become more numerous, they will detract from the lake's

appearance and may limit recreational use. Even though climatic variations from year to year may temporarily affect population size, nuisance species of algae will most likely increase in abundance as more development occurs in the watershed.

Data collected by California DWR and others show that oxygen depletion in some parts of the lake has been occurring at least since the 1970's. Since only a few locations have long-term data, we don't know if a change in the percentage of affected lake area has occurred. The data on algal composition and abundance has been more sporadic. There have been some bluegreen algae at least since the 1970's, but we don't know if the number of species and total amount have increased. A long-term data base of reservoir conditions is vital to any land or water use management decisions. Historical data and the current monitoring program data suggest that the water quality is deteriorating, since the oxygen depletion in the summer seems to be wide spread and the amount of bluegreen algae may be increasing. The lake is undergoing changes that will affect its esthetic appearance and our ability to use it for recreation. We need to continue a monitoring program that will provide the data to inform our land and water use decisions.

Suggestions for Future Monitoring

For the last three years we have collected physical and biological data and some nutrient data. While there have been variations due to weather, especially precipitation, the pattern of the physical data has been similar from year to year: mixing from fall to spring and thermal stratification at the deep stations (LA-01 and LA-02) during the summer. The biological data have been less predictable. In November 2009, algal populations were over one million cubic microns/milliliter of lake water at LA-03 (mostly green algae). In November 2010, the population was nearly 900,000 (mostly bluegreen algae). In November 2011, the population was about 240,000 (mostly diatoms). The biological component seems to respond very quickly to annual differences in temperature, precipitation and runoff.

Future monitoring of Lake Almanor must continue to include the collection of physical data as long as the construction of a thermal curtain remains a possible lake modification. It is important to document how limited the pool of cool water is in the lake during the summer months and to show that oxygen levels are low during this time. If funding permits, a fourth station, possibly near the Prattville intake (LA-07) should be added. This would give a more complete picture of both lobes of the lake.

It is also important to monitor the phytoplankton/zooplankton so that we know whether bluegreen algae are increasing and whether there are changes to the foodchain base in the lake. The diversity of the phytoplankton and zooplankton

indicate the biological health of the lake and its ability to support other life forms. At least two stations (LA-02 and LA-03) should be included.

If more funds become available, nutrients should be monitored at inflowing streams and springs. This would allow us to determine if there are identifiable point sources of nutrients. Additional sampling along the reservoir perimeter would be needed to determine if there are nonpoint sources. Possibly, chloride monitoring should be included as an indicator of septic tank inputs. The timing of such monitoring would be dependent on the annual precipitation pattern. Because of the expense involved for sample collection and analysis, this may have to be postponed until the monitoring budget is larger.

The monitoring program of the last three years should be viewed as the minimum for understanding lake conditions. It should be continued as long as funds are available.

References

1. California Department of Water Resources data base for Lake Almanor, obtained from Almanor Basin Watershed Advisory Committee records.
2. Lake Almanor Watershed Water Quality Report. April 2006. CH2MHILL, Redding, CA
3. Raleigh, Robert F., Terry Hickman, R. Charles Solomon and Patrick C. Nelson. 1984. Habitat Suitability Information: Rainbow Trout. U.S Fish and Wildlife Service, U.S. Department of the Interior.
<http://www.nwrc.usgs.gov/wdb/pub/hsi/hsi-060.pdf>
4. Lake Almanor Water Quality Report, 2009 and 2010. K.R. Gina Johnston and John McMurtry.



Alliance For
Workforce Development, Inc.
Providing pathways to success

Business and Career Network
270 County Hospital Road, Ste. 107
Quincy, CA 95971
530-283-1606
Email: jprichard@ncen.org

2

Discussion Paper:

Briefing on the Alliance for Workforce Development, Inc. operations in Plumas County

1. **Purpose:** It is with pleasure that I take this opportunity to update you on the activities at Plumas Business and Career Network, formerly Plumas Work Connection. As your local One-Stop Employment Center, our mission is to serve as a common point of access for job seekers, employers and community members for the purposes of education, training, employment, referral and supportive services.

Successful One-Stop Career Centers recognize the value of partnerships with other service agencies, job seekers, employers and the community served. When walking in the door of a One-Stop Career Center, it should be clear that those in need have entered a place where they may truly succeed in their search for the right employee, the right employer and the right career.

2. **Discussion:** Alliance for Workforce Development, Inc. (AFWD) continues to provide services using the business first philosophy, as embraced by the Northern California Rural Training and Employment Consortium, NoRTEC. The business first approach places the highest priority on serving the human resource needs of small businesses. Plumas County continues to face harsh economic issues that have contributed to an overall decrease in employment opportunities. The most recently published data shows the unemployment rate for Plumas County at 18.8 percent which equates to the seventh highest unemployment rate for counties in the state of California.

With the continued downturn in the economy we are still seeing a high number of job seekers visiting the One Stop looking for services that will ease and shorten their transition between jobs. Our experienced and knowledgeable staff stands ready to serve these job seekers. As the number of jobs declines in Plumas County, AFWD is noticing that many of the job seekers are looking for employment opportunities both within AFWD's service area and locations beyond the area we cover. To this end we ensure that our job boards show local job openings plus other postings that are outside Plumas County. We have also implemented a new website (www.northstatejobs.com) where our job seekers can post a resume and view current job openings throughout the state of California. Employers can also view current resumes and post job openings. The shared postings offer our clients more opportunities throughout the region and the state.

One Stop Customers July 1, 2011 – March 31, 2012: A total of 2711 visits were made to the Business and Career Network during these months to utilize the many services available through this One-Stop. We also provided 231 businesses with a range of services that included business retention, expansion, employee recruitment, layoff assistance and human resource support. A total of 1212 services were provided to these 231 businesses. In addition, AFWD's Business Workshops were attended by 81 participants during this time period. This demonstrates that AFWD is developing long term relationships and that businesses continue to count on our expertise.

From July 1, 2011 to March 31, 2012, staff at Plumas Business and Career Network assisted 60 enrolled clients and a total of \$62,437 was spent on client expenses. Currently Business and Career Network personnel are assisting 41 enrolled clients. Of those clients that were exited between July 1, 2011 and March 31, 2012, eighty-three percent entered employment with an average wage of \$12.88 at placement.

Rapid Response Activities: From July 1, 2011 – March 31, 2012, there were 15 business closures or downsizings, which resulted in 94 individuals losing their jobs or facing the possibility of an upcoming lay off by the end of June 2012. Seventy-three percent of these business closures or downsizings were employers with 10 or less employees. AFWD and partnering agencies provided Rapid Response activities that included onsite or face-to-face orientations to employers and affected employees as soon as the lay-offs occurred or were imminent. Affected employees were informed of local agency resources that could assist them during their transition into a new career path. Resume and interview skills were offered, as well as job search assistance, to these Dislocated Workers.

Business Services: The Business Services Team addresses the needs of Plumas County businesses. Our contract with NoRTEC outlines Nine Business Services that we are required to perform. They include business startup, business expansion and retention services, business information exchange, human resource support, employee recruitment, employee training, layoff assistance and public policy.

Job Fairs: Early in the month of April 2012 Plumas Business and Career Network held its annual job fairs in Chester (4/3), Quincy (4/4) and Graeagle (4/5) where 271 jobseekers met with 45 employers from various parts of the county. This free service is offered to businesses and jobseekers every year.

Rural Microentrepreneur Assistance Program (RMAP) Grant: In October of 2010 AFWD was awarded a grant from the USDA for a Rural Microentrepreneur Assistance Program to provide additional technical assistance for businesses in Plumas County through to the end of August 2011. The businesses that received this support had previously attended AFWD's 3-day Business Boot Camp of April, 2009. After surveying the needs of these businesses, in partnership with the Sierra Economic Development Corporation, these Boot Camp graduates were offered free attendance at three 7 hour long workshops plus 8 hours of free one-on-one mentoring for their specific, individual needs. The workshops were opened up to other Plumas County businesses. As a result attendances at the three workshops totaled 172. The topics that were covered were:

For more specific information about the activities of Plumas Business and Career Network, please visit our website, www.aworkforce.org and click on Community Coordinator reports. Here you will find quarterly reports for each of AFWD's five county operations.

AFWD is pleased to be offering the Workforce Investment Act (WIA) services to Plumas County. We value our partnerships with other service agencies, job seekers, employers and the communities we serve. We appreciate your continued support of Plumas Business and Career Network. If you have any questions or comments, please feel free to contact me at 283-1606.

Thank You for your Time.

JOBS RELOCATION PLAN

3

OVERVIEW

Plumas County must create economic activity if we are to prevent the county from going into bankruptcy. The fact is, we are now at a tipping point and the county has to start a jobs relocation plan of action immediately. The only real decision that has to be made is what type of plan we going to try. For your evaluation and discussion here's my idea in outline form how I believe we should proceed.

Assumptions

1. Plumas County is a very desirable place to live
2. All governmentally entities within the county would be willing to accommodate any reasonable request mad by any company contemplating moving to Plumas County
3. We need to expose Plumas County to other areas within the state in order to be successful in creating jobs

Areas of Program Concentration

1. Hwy 101 from the end of Hwy 80 at the west end of the Oakland Bay Bridge south to San Jose
2. Hwy 880 from Oakland south to San Jose

Program Details

1. Two billboards would be purchased, one on each freeway located at the busiest section which would be read by commuters ON THEIR WAY HOME FROM WORK. Each billboard would display the following words;

Traffic got you down?

Why not consider moving your company to Plumas County

Call: 530 520-4220

And let's talk

2. The phone number would be to a cell phone that would be issued to the individual selected to make the original contact with any potential relocation candidate. There would then be personal contact with this individual by going to their work place in the bay area.
3. The only purpose of this meeting would be to convince the client to visit Plumas County
4. During the visit every effort would be made to determine what type of location the client is interested in and depending on what is learned, several different people or groups (Portola Mayor, County Supervisor, Economic Development people, etc) would be asked to help.
5. If this plan is to be successful, a hardcore economic booklet would need to be prepared that would outline, in detail the various property locations and services that are available within the county

Other Potential Clients

1. There is always the possibility that a new start-up company might be willing to locate in Plumas County
 - a. Cloud Computing
 - b. Call Centers
 - c. High teck research

2. Retirees

There would be several thousand people each day that would read the billboards that don't want to relocate their company but are just fed up with the congestion and want out. These individuals would also be encouraged to visit Plumas County and would be turned over to various realtors who would be charged with convincing the client to move. In the event the realtor is successful in selling them property, 20% of the total compensation received by the realtor would be paid to the county as a "finder fee."

Cost of Program

1. Billboards \$110,000 depending on location
2. Travel expenses \$30,000
3. Information booklet \$10,000
4. Program Director (individual with cell phone) \$50,000 plus percentage of number of jobs created

Summary

If the city and county agree to a joint venture and accept my recommendations, the entire cost of the program can be financed from cost savings without adding to their existing budget.

DEPARTMENT OF HUMAN RESOURCES

520 Main Street, Room 115, Quincy, California 95971

(530) 283-6444 FAX (530) 283-6160



Gayla S. Trumbo

Human Resources

DATE: APRIL 9, 2012

TO: THE HONORABLE BOARD OF SUPERVISORS

FROM: GAYLA TRUMBO, DIRECTOR OF HUMAN RESOURCES

SUBJECT: AGENDA ITEM FOR BOARD OF SUPERVISORS MEETING
OF APRIL 17, 2012.

RE: APPROVE BUDGET APPROPRIATION TRANSFER TO
DEPARTMENT OF INSURANCE AND BONDS #20240, FROM HUMAN
RESOURCES DEPARTMENT #20035 TO COVER EMPLOYEE
ASSISTANCE PROGRAM FOR 2011-2012.

IT IS RECOMMENDED THAT THE BOARD:

Approve budget transfer in the amount of \$2,247.00, from Department 20035 - Human Resources budget line item 521900, to department 20240 - Insurance & Bonds, line item 523130 Employee Assistance Program.

BACKGROUND AND DISCUSSION:

The County of Plumas is currently under a contract with CSAC Excess Insurance Authority to provide an Employee Assistance Program to the County's employees. This assistance program provides 24 hours a day, seven days a week access to counseling services to help with marriage, family and relationship issues, stress and anxiety, depression, grief and loss, anger management, domestic violence, alcohol and drug dependency, and other emotional health issues. This service is delivered three ways: face to face counseling, telephone consultations, web-video consultations. Other services include financial services, assessments and referrals to childcare and eldercare providers, legal services regarding civil, consumer, personal and family law, financial matters, estate planning and more. Excluded from legal services is disputes or actions between employer and employee. The providers abide by state and federal mandates governing confidentiality, and the employees identity is protected by law.

The Human Resources Department receives quarterly invoices for these services. We have received the invoice for April - June of 2012, in the amount of \$3,490.02. Unfortunately, the balance within this account is not sufficient to cover the invoice.

The cost for this program has lowered over the years. In fiscal year 2009-2010, a total of \$15,603.93 was paid. In 2010-2011, the total cost was \$14,718.78; and in 2011-2012, the cost is totaling \$14,246.70. The budget for this program for 2011-2012 was approved for \$12,000.00; leaving the budget line item short by \$2,246.70.

As a Department Head, I understand the County is still facing budgetary issues. My department has been fortunate this year that we have been able to handle the investigations that have come forward and have not needed to bring in outside investigators. Therefore, I have budget savings in my professional services account #521900 that can cover this cost without requesting money from the Contingency fund. I am requesting that the amount of \$2,247.00 be transferred from my department budget line item 521900 into the Insurance and Bond line item #523130, to cover the last quarter of our Employee Assistant Program.

The Assistant Risk Manager has brought to my attention that Trindel also provides an Employee Assistance Program. We are following up with Trindel for the details of their Employee Assistance Program. Due to the fact that we are already members of Trindel it is possible that we will be able to provide a similar program with reduced cost to the County. With the contract with CSAC Excess Insurance Authority coming up for renewal July 1, 2012, this is the perfect time for this review.

I respectfully request that the Board of Supervisors approve this budget transfer so that a timely payment can be made to CSAC Excess Insurance Authority for the Employee Assistance Program.

Thank you for your time and consideration of this agenda item.

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

Department: HUMAN RESOURCES

Dept. No: 20035

Date: 4/9/2012

The reason for this request is (check one):

Dept. No: 20035 Date: 4/9/2012

Approval Required

- A. Transfer to/from Contingencies OR between Departments Board
- B. Supplemental Budgets (including budget reductions) Board
- C. Transfers to/from or new Fixed Asset, out of a 51XXX Board
- D. Transfer within Department, except fixed assets, out of a 51XXX CAO
- E. Establish any new account except fixed assets CAO

✓ TRANSFER FROM OR SUPPLEMENTAL REVENUE ACCOUNTS

(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

**TRANSFER TO OR
SUPPLEMENTAL EXPENDITURE ACCOUNTS**

(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF SUPPLEMENTAL, NEW UNBUDGETED EXPENSES)

Supplemental budget requests require Auditor/Controller's signature

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) Transfer to cover final quarter payment to CSAC Excess Insurance Authority for the employee assistance program for fiscal year 2011-2012.

B) Budget for 2011-2012 was for \$12,000 for this program. This year total cost is \$14,246.70 which is less than the prior two years.

C) Invoice for 4th quarter is due now. Waiting for next year will violate our contract with CSAC.

D) _____

Approved by Department Signing Authority: _____

Approved/Recommended Disapproved/ Not recommended

County Administrative Officer Signature: _____

Board Approval Date: _____ Agenda Item No. _____

Clerk of the Board signature: _____

Date Entered by Auditor/Controller: _____ Initials _____

INSTRUCTIONS:

Original and 1 copy of ALL budget transfers go to Budget Officer/CAO; If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

Supplemental transfer must have Auditor/Controllers signature prior to CAO/Budget Officer. Auditor/Controller will forward all signed, supplemental transfers to the CAO/Budget Officer for approval.

IF one copy of agenda request and 13 copies of Board memo and backup are attached, the entire packet will be forwarded, after all signatures are obtained, to the Clerk of the Board. If only the budget form is sent, it will be returned to the Department after all signatures are obtained.

Transfers that are going to be submitted to the Board for approval:

- A. Must be signed by the Budget Officer/CAO; if supplemental must be signed by the Auditor and CAO/Budget Officer.
- B. Must have a copy of the Board Report attached when given to the Budget Officer/CAO for approval.

— Date: 03/23/2012 Through Period: 9

Year	2012	
DEPT/FUND	20240	INS & BONDS
Account	523130	EMPLOYEE ASSIST PROGRAM
Budget Orgn	20240	INS & BONDS
Budget Acct	523130	EMPLOYEE ASSIST PROGRAM

Search Criteria

Period	<input type="text"/>	Encumbrance	<input type="text"/>
Transaction Date	<input type="text"/>	Invoice	<input type="text"/>
Transaction Code	<input type="text"/>	Amount	<input type="text"/>
Vendor	<input type="text"/>	<input type="button" value="Find"/>	Control Number <input type="text"/>

Total Budget: 12000.00 Expense: 10756.68 Encumbrance: 0.00

Payroll Encumbrance 0.00 Balance 1243.32



**CSAC Excess
Insurance Authority**

Plumas County - EAP Program
P.O. Box 176
Quincy, CA 95971

Invoice Number: 1240746-IN
Invoice Date: 4/1/2012
Due Date: 5/1/2012

Attn: Gayla Trumbo, H/R Director
Employee Assistance Program

Terms: NET 30 DAYS

Description	Amount
Period Covered: April - June 2012	
Employee Assistance Program	3,490.02
414 Employees @ \$2.81/month x 3 months	
If employee count has changed, please remit the correct amount.	
New Employee Count: _____	

Please note our invoice number on your remittance.

* Delinquent if not paid in full by the due date.*

Invoice Total: _____

3,490.02



Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

4B1

Mimi Khin Hall, MPH, CHES, Director

<input type="checkbox"/> Administration & Health Education Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> Clinic & Nursing Services Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> Senior Nutrition & Transportation Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> Environmental Health Quincy Office Suite 127 Quincy, CA 95971 (530) 283-6355 (530) 283-6241 Fax	<input type="checkbox"/> Environmental Health – Chester 222 First Avenue Post Office Box 1194 Chester, CA 96020 (530) 258-2536 (530) 258-2844
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Date: April 4, 2012

To: Honorable Board of Supervisors

From: Mimi Khin Hall

Agenda: Board Item for April 17, 2012

Item Description/Recommendation: Approve a Resolution Amending the 2011-2012 County Personnel Allocation in Public Health Budget Units 70560 and 70561, Effective April 1, 2012.

History/Background: The requested adjustments in budget units 70560 and 70561 are aligned with shifts in various FTE's to match individual grant budgets and reflects no increase in FTE's within the Agency.

The Board's action today will approve a Resolution Amending the 2011-2012 County Personnel Allocation in department numbers 70560 and 70561.

The requested personnel allocation change will not result in a net change of staff or any additional FTEs. A copy of the Resolution to Amend the County Personnel Allocation is on file with the Clerk of the Board for your review.

Please contact me if you have any questions or need additional information. Thank you.

RESOLUTION NO: _____

A RESOLUTION AMENDING THE 2011-2012 PERSONNEL ALLOCATION FOR PUBLIC HEALTH, BUDGET UNITS 70560 AND 70561, EFFECTIVE APRIL 1, 2012.

WHEREAS, the Board of Supervisors, through adoption of the budget allocates positions for various county departments each fiscal year; and

WHEREAS, during the fiscal year the Board of Supervisors may amend the position allocation by resolution; and

WHEREAS, the Public Health Agency finds it necessary to make various changes to the Plumas County Personnel Allocation; and

WHEREAS, with these changes of the Personnel Allocation the Public Health Agency will be able to expand the quality and scope of its service to Plumas County.

NOW THEREFORE BE IT RESOLVED, by the Plumas County Board of Supervisors as follows:

<u>Budget Unit 70560</u>	From	Change	To
PHN I or II, or RN I or II or LVN	0.75	-0.75	0.00
<u>Budget Unit 70561</u>			
PHN I or II, or RN I or II or LVN	0.00	0.75	0.75

The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board on the 17th day of April 2012 by the following vote:

AYES: Supervisors:
NOES: Supervisors:
ABSENT: Supervisors:

Chairperson, Board of Supervisors

Clerk/Board of Supervisors



4B2

Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

Mimi Khin Hall, MPH, CHES, Director

<input type="checkbox"/> Administration & Health Education Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> Clinic & Nursing Services Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> Senior Nutrition & Transportation Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> Environmental Health Quincy Office Suite 127 Quincy, CA 95971 (530) 283-6355 (530) 283-6241 Fax	<input type="checkbox"/> Environmental Health – Chester 222 First Avenue Post Office Box 1194 Chester, CA 96020 (530) 258-2536 (530) 258-2844
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Date: April 2, 2012

To: Honorable Board of Supervisors

From: Mimi Hall

Item Description/Recommendation: Approve and accept transfer of a 2006 Dodge Caravan from Colusa County to the Plumas County Nutrition Program.

Background Information: As the Board is aware, Plumas County Public Health Agency has received funding from The Chico Research Foundation on behalf of its program the Area Agency Aging for the purpose of providing nutritious meals and transportation to seniors. Plumas County Senior Services provides rides for Plumas County seniors in four communities to and from Nutrition sites and to and from medical appointments, as well as scheduled monthly trips out of county. Many of the Senior Nutrition Services vehicles are aged and have many miles on them.

In March we were contacted by Colusa County with an opportunity to receive a 2006 Dodge Caravan for Plumas County's Senior Nutrition Program. This vehicle was purchased with one-time-only money from the Area Agency on Aging for the Colusa County Nutrition Program. The 2006 Dodge Caravan has 60,000 miles on it and is in very good condition.

Please contact me should you have any questions. Thank you.



4B3

Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

Mimi Khin Hall, MPH, CHES, Director

<input type="checkbox"/> Administration & Health Education Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> Clinic & Nursing Services Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> Senior Nutrition & Transportation Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> Environmental Health Quincy Office Suite 127 Quincy, CA 95971 (530) 283-6355 (530) 283-6241 Fax	<input type="checkbox"/> Environmental Health – Chester 222 First Avenue Post Office Box 1194 Chester, CA 96020 (530) 258-2536 (530) 258-2844
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Date: April 5, 2012

To: Honorable Board of Supervisors

From: Mimi Khin Hall

Agenda: Agenda Item for April 17, 2012

Item Description/Recommendation: Approve a multi-year Service Agreement Amendment with The Regents of The University of California for FY 2012 through 2015, and direct the Chair to sign.

History/Background: As the Board is aware, Plumas County Public Health Agency has served as fiscal and administrative agent for the various HIV/AIDS programs for Plumas, Sierra, Lassen, Modoc, and Siskiyou Counties. Plumas County Public Health Agency will continue to serve to our five county regions for the RW Part C Program.

Ryan White Part C funds provide for direct outpatient HIV primary care that includes HIV counseling, testing & referral, medical evaluation and clinical care, and referral to specialty and other health services. The program maintains four HIV clinic sites within the five county regions to provide these services. Services available to clients include primary medical care, HIV specialty care, laboratory services, medications, dental care, nutrition counseling, psychosocial counseling, health education and risk reduction counseling, medication adherence counseling and nutritional supplements.

The Service Agreement Amendment has been reviewed and approved by County Counsel, a copy of which is on file with the Clerk of the Board for your review.



Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

4B4

Mimi Khin Hall, MPH, CHES, Director

<input type="checkbox"/> Administration & Health Education Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> Clinic & Nursing Services Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> Senior Nutrition & Transportation Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> Environmental Health Quincy Office Suite 127 Quincy, CA 95971 (530) 283-6355 (530) 283-6241 Fax	<input type="checkbox"/> Environmental Health – Chester 222 First Avenue Post Office Box 1194 Chester, CA 96020 (530) 258-2536 (530) 258-2844
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Date: April 4, 2012

To: Honorable Board of Supervisors

From: Mimi Hall

Agenda: Agenda Item for April 17, 2012

Item Recommendation: Approve a supplemental budget in Department 20560, Health Dept. Vital Statistics, in the amount of \$95.00 for fiscal year 2011-2012 in order to correct posting error to the state Umbilical Cord Blood Collection fund and budget for unanticipated overhead charge.

History/Background: Plumas County Public Health Agency, along with the Clerk Recorders Office, issues birth and death certificates. As of January 1, 2011, the state increased the fee for the certificates by \$2.00 which was meant for the state Umbilical Cord Blood Collection fund. We had not updated our allocation of the funds, so this piece of the fee was allocated to the Health Dept. Vital Statistics Dept. In order to correct the error for last fiscal year (FY 2010/11), a misc. expense account must be built in order to forward those misapplied funds to the state. The total correction needed for last year is \$12.00. Overhead was not included in the original budget, therefore we are asking for \$83.00 to be budgeted in acct 525000 for charged overhead.

A copy of the supplemental budget transfer is attached for your review. Thank you.

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER

(Auditor's Use Only)

Department: Public Health

Dept. No.

20560

Date

3/6/2012

The Reason for this request is (check one):

Approval Required

- A. _____ Transfer to/from Contingencies OR between Departments
- B. X Supplemental Budgets (including budget reductions)
- C. _____ Transfers to/from or new Fixed Asset, out of a 51XXX
- D. _____ Transfer within Department, except fixed assets, out of 51XXX
- E. _____ Establish any new account except fixed assets

TRANSFER FROM OR

SUPPLEMENTAL REVENUE ACCOUNTS

CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

Total (must equal transfer total)

-\$

TRANSFER TO OR

SUPPLEMENTAL EXPENDITURE ACCOUNTS

CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

FUND #	DEPT #	ACCT #	NAME OF BUDGET ITEM	\$ AMOUNT
0001	20560	521700	Misc Expense	\$ 12.00
	20560	525000	Reimburse	83.0

Total (must equal transfer total)

\$ 12.00 95.00

Supplemental budget requests require Auditor/Controller's signature

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support request.

RECEIVED

APR 02 2012

Auditors / firms

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

(a) To build misc expense account to correct prior year revenue error.

To budget overhead

(b) N/A Positive fund bal. was not budget'd

(c) funding for 2011/12

(d) N/A

Approved by Department Signing Authority: *Peffie Robin*



Approved/Recommended

Disapproved/Not recommended

County Administrative Officer Signature: *CMQafaw*

Board Approval Date:

Agenda Item No.

Clerk of the Board signature:

Date Entered by Auditor/Controller

Initials

INSTRUCTIONS:

Original and 1 copy of ALL budget transfers go to Budget Officer/CAO; If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor. Copies returned to Department after it is entered into the system.

Supplemental transfer must have Auditor/Controllers signature prior to CAO/Budget Officer. Auditor/Controller will forward all signed, supplemental transfers to the CAO/Budget Officer for approval.

IF one copy of agenda request and 13 copies of Board memo and backup are attached, the entire packet will be forwarded, after all signatures are obtained, to the Clerk of the Board. If only the budget form is sent, it will be returned to the Department after all signatures are obtained.

Transfers that are going to be submitted to the Board for approval:

- A. Must be signed by the Budget Officer/CAO; if supplemental must be signed by the Auditor and CAO/Budget Officer.
- B. Must have a copy of the Board Report attached when given to the Budget Officer/CAO for approval.

RECEIVED
APR 02 2012
Auditors / Risk

Resolution No.

Designating the Plumas County Arts Commission (also known as Plumas Arts) as the Local Cultural Planning Agency for Plumas County and authorizing an application to the California Arts Council State-Local Partnership Program

WHEREAS, the California Arts Council and the California State Legislature have established a State-Local Partnership Program designed to encourage local cultural planning, partnering and decision making and to reach previously under-served constituents; and

WHEREAS, Plumas Arts has served Plumas County as the local arts planning, partnering and programming designee to California Arts Council State-Local Partnership Program with exemplary programming and service since 1981; and

WHEREAS, Plumas Arts has continuously provided arts programs and services in all communities of Plumas County and to other cultural and tourism organizations to further the arts, community, economy and quality of life

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Plumas, State of California, that the board does hereby designate Plumas Arts to serve as Plumas County's local art planning and programming agency and authorizes the current application to the California Arts Council State-Local Partnership Program.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California at a regular meeting of said board held on the 17th day of April 2012, by the following vote:

AYES: Supervisors:

NOES: Supervisors:

ABSENT: Supervisors:

Chairman, Board of Supervisors

ATTEST:

County Clerk of said Board of Supervisors



OFFICE OF THE
AUDITOR/CONTROLLER
FOR THE
COUNTY OF PLUMAS

520 Main Street, Room 205
Quincy, California 95971-9115

SHAWN MARIE MONTGOMERY
AUDITOR/CONTROLLER

6B
Direct: (530) 283-6246
Fax: (530) 283-6442
smontgomery@countyofplumas.com

Date: April 9, 2012

To: Honorable Board of Supervisors
From: Shawn Montgomery, Auditor/Controller
Re: CSAC-EIA Alternate Member

Please accept this as notice of my resignation from the CSAC-EIA Board; as the alternate board member representing Plumas County.

I have found that more and more of my time is spent researching, responding, and producing justification of the many duties of the Auditor/Controller's office. Unfortunately this is making it impossible to effectively participate in additional duties that under normal circumstance could easily be accomplished.

I would like to assure the Board that I will continue to assist, provide fiscal data, and be available to attend meetings upon request.

Thank you for having provided me the opportunity to serve and represent the County in this manner.



Office of the Sheriff

1400 E. Main Street, Quincy, California 95971 • (530) 283-6375 • Fax 283-6344

7A

GREGORY J. HAGWOOD
SHERIFF/CORONER

Memorandum

DATE: April 5, 2012

TO: Honorable Board of Supervisors

FROM: Sheriff Greg Hagwood 

RE: Agenda Items for the meeting of April 17, 2012

It is recommended that the Board:

Approve and authorize the Sheriff to implement the Plumas County Correctional Facility Alternative Custody Supervision Plan.

Background and Discussion:

Due to the implementation of AB 109 on October 1, 2011, Plumas County has had to retain possession of some inmates that were normally sent to state prison. With this new instituted law it has become necessary to look for alternative programs in lieu of physical confinement.

One such program is Alternative Custody Supervision. This program would allow inmates to be released from the Plumas County Correctional Facility and be placed on house arrest with movements monitored by electronic device.

This Alternative Custody Supervision program will adhere to California Penal Code Sections 1203.016, 1203.017 and 1203.018. This program will be used as a Classification tool to assist jail population management. It will be available to both pre and post sentenced inmates.

Due to the length of the program a copy has been filed with the Clerk of the Board.

7B

PLUMAS COUNTY CRITICAL STAFFING
COMMITTEE

Robert Meacher, Jack Ingstad and Gayla Trumbo

DATE: April 9, 2012

TO: The Honorable Board of Supervisors

FROM: Critical Staffing Committee

SUBJECT: AGENDA ITEM FOR BOARD OF SUPERVISORS MEETING OF
APRIL 17, 2012.

RE: CRITICAL STAFFING REPORT AND POSSIBLE ACTION
TO REFILL THE POSITION OF 1.0 FTE PUBLIC WORKS
MAINTENANCE WORKER I OR II.

RECOMMENDED THAT THE BOARD:

Approve recommendation of Critical Staffing to refill 1.0 FTE
Public Works Maintenance Worker I or II.

BACKGROUND AND DISCUSSION

Critical Staffing Committee received a request from Public Works Director, Mr. Robert Perreault, to refill 1.0 FTE Public Works Maintenance Worker I or II. This position was approved and refilled earlier this year. Unfortunately, the employee failed their probationary period. It is important that the department maintain adequate staffing while working on roads and bridges, to insure efficient and safe conditions for both employees and citizens.

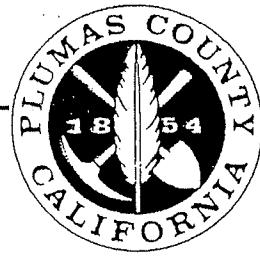
The Public Works Maintenance Worker I or II is an allocated position that is budgeted for the 2011-2012 budget year. The Public Works Department covers 100% of this position with Road funds. There is no cost to the General Fund.

The Critical Staffing Questionnaire is attached for further background information.

At this time, Critical Staffing recommends the Board approve the resolution to refill the 1.0 FTE Public Works Maintenance Worker I or II.

PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

1834 East Main Street, Quincy CA 95971 – Phone (530) 283-6268 Facsimile (530) 283-6323



ROBERT A. PERREAULT Jr.
DIRECTOR

April 2, 2012

JOE BLACKWELL
DEPUTY DIRECTOR

TO: Critical Staffing Committee

FR: Public Works, Road Dept.
Robert Perreault, Director

A handwritten signature in black ink that reads "Robert A. Perreault".

RE: Maintenance Worker Position

On March 8, 2012 the Department lost one of their newly hired Maintenance Workers.

It is necessary for the position to be filled in order to maintain our standard of road maintenance and construction.

This position is allocated and fully funded within our 11/12 Road Department Budget.

Attached is a completed "Questions for Staffing Critical Positions Which are Currently Allocated."

Public Works is requesting authorization from the Board of Supervisors to fill the Maintenance Worker position.

Thank you.

04-03-12 A 11:07 RCVD

PUBLIC WORKS – ROAD FUND

QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE
CURRENTLY ALLOCATED.

PW Maintenance Worker I / II

- Is there a legitimate business, statutory or financial justification to fill the position?
Yes
- Why is it critical that this position be filled at this time? The Department requires full staffing in order to maintain county roads and bridges to a safe, efficient condition.
- How long has the position been vacant? March 8, 2012
- Can the department use other wages until the budget cycle? The Department will fund all related cost from within the current budget.
- What are staffing levels at other counties for similar departments and/or position?
Full
- What core function will be impacted without filling the position prior to July 1?
Safe, efficient and timely maintenance and construction operations. Snow removal, paving – chip sealing projects, disaster response.
- What negative fiscal impact will the County suffer if the position is not filled prior to July 1? None
- A non-general fund department head needs to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding? What impact will this reduction plan have to other County departments?
Does the department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions? This request does not affect the General Fund.
- Does the budget reduction plan anticipate the elimination of any of the requested positions? No
- Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support. No General Fund Support Anticipated.
- Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years. Yes.

Period	Reserve Activity	Reserve Balances
1/2008		\$7,834,992
13/2008		\$7,953,443
13/2009		\$6,410,321
13/2010		\$6,410,321
Oct. 2010		\$6,410,321
Oct. 2011		\$6,160,321
		Equipment Acquisitions

Pmt 04/02/12



DEPARTMENT OF SOCIAL SERVICES AND PUBLIC GUARDIAN

7c

Courthouse Annex, 270 County Hospital Rd., Suite 207, Quincy, CA 95971-9174

ELLIOTT SMART
DIRECTOR

(530) 283-6350
Fax: (530) 283-6368

DATE: APRIL 6, 2012
TO: HONORABLE BOARD OF SUPERVISORS
FROM: ELLIOTT SMART, DIRECTOR DEPARTMENT OF SOCIAL SERVICES
SUBJ: BOARD AGENDA ITEM FOR APRIL 17, 2012
RE: BUDGET TRANSFER TO FUND THE COST OF LEGAL
COUNSEL FOR THE OFFICE OF THE PUBLIC GUARDIAN IN
ONE CONSERVATORSHIP MATTER

It is Recommended that the Board of Supervisors

Approve the enclosed budget transfer that is necessary to provide legal representation for the Office of the Public Guardian.

Background and Discussion

During April 2010, the Plumas County Superior Court heard a conservatorship case involving an individual who was a previous Plumas County resident, who for the purposes of this report is referred to as Jane Doe. During the Court's review of this matter, the Court requested that the Office of the Public Guardian appear for this matter because the Superior Court was considering appointing Jane Doe's case to the Office of the Public Guardian. At the hearing the Office advised the Court that there were significant complexities associated with Jane Doe's case that could easily exceed the reasonable capacity of the Office.

The Office also pointed out to the Court that there had already been a Conservator appointed and that even though the Conservatee owned real property in Plumas County the Conservatee was now residing in another County. Despite those objections, on April 14, 2010 the Court ordered that Conservatorship duties for Jane Doe would be assigned to the Plumas Office of the Public Guardian.

Soon after this appointment, the Office was notified by County Counsel that their office had a conflict of interest regarding the Jane Doe case and that it would be

necessary to obtain different legal Counsel to represent the Office. While the Office of the Public Guardian has not had experience in the past where conflicts of interest exist, in the case of Jane Doe, the estate had financial resources available so the office retained the services of a local attorney to represent the Office using the financial resources of the estate of Jane Doe.

In the case of Jane Doe, there have been many events that have interceded in the plan to utilize Jane Doe's resources to continue funding the local attorney retained to represent the Office. There have been ongoing Court proceedings that were not anticipated and continue to generate costs. And, during the time that the Office of the Public Guardian has been involved in this case, Jane Doe's home has been foreclosed on making the assets that might have otherwise been available from the possible sale of her home temporarily unavailable.

With that in mind, the estate does not presently have the resources to pay for Conflict Counsel in this case. The Department has advised Counsel that there are no longer resources in the estate of Jane Doe to pay for the County's representation. There is a remaining balance of about \$7,000 incurred in this matter.

The enclosed budget appropriation transfer will cover the remaining balance. The estate has some resources that may be available in the future to offset the cost. There may be proceeds available from some of the personal assets and from the ultimate sale of Jane Doe's home.

Financial Impact

There could be potential impact to the County General Fund if the Conservatee's assets do not generate the full amount necessary to cover these costs. There could also be a delay in receiving proceeds from any sale of the Conservatee's property into next fiscal year.

Copy: R. Craig Settlemire, County Counsel
Orie Carden, Chief Deputy Public Guardian

Enclosure

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

© CGFV

TRANSFER #
(AUDITOR'S USE ONLY)

Department: PUBLIC GUARDIAN Department #: 20430 Date: 04/17/12

1. The reason for this request is (check one):		Approval Required
A.	<input checked="" type="checkbox"/> XXX	Board
B.	<input type="checkbox"/>	Board
C.	<input type="checkbox"/>	Board
D.	<input type="checkbox"/>	Board
E.	<input type="checkbox"/>	Auditor/CAO
F.	<input type="checkbox"/>	Auditor/CAO
G.	<input type="checkbox"/>	Auditor/CAO
H.	<input type="checkbox"/>	Auditor
I.	<input type="checkbox"/>	Auditor

2. TRANSFER FROM:

FUND #	DEPT. #	ACCT. #	ACCOUNT NAME	AMOUNT
0001	20980	52840	CONTINGENCIES	\$7,000.00
			TOTAL	\$7,000.00

TRANSFER TO:

3. Supplemental Budget:

Department: _____ Fund #: _____

4. In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

a) To cover the shortfall that has occurred in the conservatee's assets as she on longer has any resources. These funds were depleted due to a conflict of interest with the office of County Counsel.

b) _____

c) This transfer cannot be delayed as this expense must be paid in this Fiscal Year.

d) _____

5. Approved by Department Head: 
Elliott Smart
(Account balances have been checked) Date: 04/09/12

6. Account and balances verified by Auditor/Controller:

Date approved _____ (SIGNATURE)

Contingency fund balance prior to approval: \$ _____

Date processed _____ (SIGNATURE)

7. APPROVED DISAPPROVED
RECOMMENDED NOT RECOMMENDED

CAO: _____ DATE: _____

8. BOARD APPROVAL DATE: _____ AGENDA ITEM #: _____

CLERK OF THE BOARD: _____

INSTRUCTIONS

1. ORIGINAL AND 1 COPY OF ALL TRANSFERS TO AUDITOR/CONTROLLER.
(Original kept by Auditor, copy returned to Department)
2. Transfers that are going to be submitted to the Board for approval:
 - A. Must be signed by the Auditor and the CAO.
 - B. Must have a copy of the Board Report attached when given to the Auditor and CAO for approval.
3. This form is also used for Revenue Budget Transfers.
4. Allow two days for approval by the Auditor's Office.



Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

7D

Mimi Khin Hall, MPH, CHES, Director

<input type="checkbox"/> Administration & Health Education Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> Clinic & Nursing Services Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> Senior Nutrition & Transportation Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> Environmental Health Quincy Office Suite 127 Quincy, CA 95971 (530) 283-6355 (530) 283-6241 Fax	<input type="checkbox"/> Environmental Health – Chester 222 First Avenue Post Office Box 1194 Chester, CA 96020 (530) 258-2536 (530) 258-2844
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Date: April 4, 2012

To: Honorable Board of Supervisors

From: Debbie Robinson for Mimi Hall

Agenda: Board Item for April 17, 2012

Item Description/Recommendation: Approve Public Health Agency signing authority to be given to the Assistant Director and Department Fiscal Officer II until a Public Health Director is hired.

History/Background: As the Board is aware, the Director of Public Health submitted her resignation effective June 7, 2012. However, she has taken family leave effective March 26th for an unknown period of time to care for her father, who is terminally ill.

The recruitment for the Public Health Assistant Director position closed on Friday, April 6th. We anticipate interviews to be held the week of April 16, and the position filled by the end of April. The job description for the Asst. Director states that they are to act as Director of Public Health in the director's absence, but want to make certain that this includes signing authority as director.

In order to keep the department functioning until the new Asst. Director is hired, we ask the Board to give department head signing authority to the Department Fiscal Officer II.

Please contact me if you have any questions or need additional information. Thank you.



OFFICE OF THE

COUNTY COUNSEL
COUNTY OF PLUMAS

R. CRAIG SETTLEMIRE
COUNTY COUNSEL

8

Courthouse - 520 Main St., Room 301
Quincy, California 95971-9115

Phone: (530) 283-6240
Fax: (530) 283-6116

April 9, 2012

MEMORANDUM

TO: Honorable Board of Supervisors, County of Plumas

FROM: R. Craig Settemire, *Plumas County Counsel*

A handwritten signature in black ink that reads "R. Craig Settemire".

SUBJECT: Renew Public Defender Contracts
For Meeting of the Board of Supervisors on April 17, 2012

Background:

On May 19, 2009, Plumas County entered into separate contracts with four (4) local attorneys, Bill Abramson, Doug Prouty, Robert Zernich, and George Zube to provide public defender services where appointed by the judges of the Plumas Superior Court to represent defendants in criminal cases and juveniles in juvenile delinquency proceedings. Under the contracts, each attorney was responsible to handle approximately one-quarter ($\frac{1}{4}$) of the caseload for which he is paid \$6,556.14 each month, subject to certain exceptions. All four (4) contracts were scheduled to continue in effect until May 31, 2012.

Following Mr. Zube's untimely passing on November 23, 2011, the three (3) remaining contract public defenders, after conferring with the Court, submitted a proposal to Plumas County that they each assume a proportionate share to the caseload that would have been assigned to Mr. Zube for the remainder of the contract term. In exchange for assuming this additional work, they proposed that they each be paid an additional \$1,700.00 per month. The remaining portion of the contract amount that would have been paid to Mr. Zube, namely \$1,456.14 per month, would be retained by the County to pay other legal counsel in the event all three attorneys had a conflict of interest that prevented all of them from accepting a court appointment. This proposal was accepted by this Board of Supervisors at a meeting on December 20, 2011.

The three (3) current contract public defender attorneys are willing to renew their contracts for three (3) more years (June 1, 2012 through May 31, 2015) on much the same terms as the amended contracts that were approved December 20, 2011. After discussions between the County Counsel's Office and the three (3) attorneys, relatively minor changes were made to the timing of reports (paragraph 4.(a)) and coverage when the attorney is otherwise unavailable due to illness or vacations (paragraphs 4.(c)(1) and 4(e)). A copy of the proposed contract with Mr.

Memorandum
Board of Supervisors
Re: Renewal of Public Defender Contracts
Date: April 9, 2012

Page 2 of 2

Zernich is attached for your review. All three proposed contracts have identical terms, except for names and addresses of the contract attorneys.

The County Counsel's Office sent a letter to the judges of the Plumas Superior Court on February 23, 2012, inviting comments and suggestions as to the renewal of the contracts with the three contract public defenders. No response was received.

Discussion:

As was discussed in December, while there is some concern that having only three (3) attorneys instead of four (4) attorneys taking rotating court assignments will increase the chances of a conflict of interest leading to the appointment of so-called "conflict defense counsel" at additional County expense, data from July 1, 2009, to September 30, 2011, showed an average less than \$600 per month on such "conflict defense counsel."

It should be noted that while each of the three attorneys are potentially taking on a thirty-three percent (33%) increase in their individual caseloads compared to the prior contracts that shared the caseload among four attorneys, and they expect to have increased duties to their clients in connection with the implementation of Public Safety Realignment ("AB 109"), they are receiving increased compensation of only twenty-six percent (26%). The proposed contract represents an *approximate savings* to the County of 5.55 percent (5.55%) compared to the prior three-year contract. The savings can only be approximated because it is virtually impossible to predict whether or not the savings will be reduced by a slightly increased probability of a conflict of interest among all three attorneys that will necessitate the appointment of conflict defense counsel.

While the County is responsible for court reporter expenses, and court-approved witness, expert, and forensic services, as independent contractors, the contract public defender attorneys are responsible for all their own overhead expenses (office expense, utilities, support staff, insurance, travel, etc.). The County is not responsible for the payment of any payroll taxes (FICA, Medicare, unemployment insurance), workers compensation, or retirement contributions.

Recommended Action:

1. That the Board of Supervisors approve the proposed "Plumas County Public Defender Contract" for the period June 1, 2012, through May 31, 2015, for attorney services rendered under court appointment for each of the three contract public defender attorneys: Bill Abramson, Doug Prouty, and Robert Zernich; *or*
2. Give other direction to staff.

PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

1834 East Main Street, Quincy CA 95971 – Phone (530) 283-6268 Facsimile (530) 283-6323



9A

ROBERT A. PERREAULT Jr.
DIRECTOR

JOE BLACKWELL
DEPUTY DIRECTOR

AGENDA REQUEST

April 9, 2012

From: Robert A. Perreault, Jr., Director of Public Works

Subject: Agenda Request for the April 17, 2012 Meeting
of the Plumas County Board of Supervisors

To: Honorable Board of Supervisors

A handwritten signature in black ink that reads "Robert A. Perreault".

**Set aside Resolution No. 08-7518 establishing Greenville Underground District
No. 6 and approve new resolution establishing Greenville Overhead Utility
Conversion District No. 6.**

Background:

The process to place overhead utilities on a portion of Main Street and along Hwy 89 in Greenville by establishing a new undergrounding district was begun in 2008, but has since been stalled for a number of reasons. With a new area representative from PG&E, the project has been resurrected, but a number of procedural changes have been given to the County to comply with in order to proceed, including new wording in the resolution establishing the undergrounding district and two new agreements between the County and PG&E that the utility requires before the project goes into the design phase. With the environmental document complete, all that is left is for the agreements to be signed and the new resolution to be passed in order to recommence this project.

Recommendation:

Public Works respectfully recommends that the Board of Supervisors authorize the Director of Public Works to sign the attached agreements and authorize the Chair to sign the new resolution for Greenville Overhead Utility Conversion District No. 6.

Attachments:

Proposed resolution

Resolutions No. 08-7511 and 08-7518

PG&E Agreements

Greenville Overhead Utility Conversion District No. 6. Plat

Greenville Overhead Utility Conversion District No. 6. Notice of Exemption

Recorded at the request of & mail to:
Plumas County Department of Public Works
1834 East Main Street
Quincey, CA 95971

Resolution No. 12-_____

WHEREAS, the California Public Utilities Commission (hereinafter “CPUC”) has authorized electric and telecommunication utilities to convert overhead utility lines and facilities to underground pursuant to Electric Rule 20 and Telecommunication Rule 32; and

WHEREAS, pursuant to certain criteria, CPUC rules allow participating counties to establish legislation authorizing the creation of underground utility districts within which existing overhead electric distribution and telecommunication distribution and service facilities will be converted to underground; and

WHEREAS, the County of Plumas (hereinafter “County”), adopted Resolution No. 08-7511 on October 21, 2008 setting the time and place for a public hearing to establish Greenville Underground Utility District No. 6 (hereinafter the Greenville Overhead Utility Conversion District No. 6) and adopted Resolution No. 08-7518 on November 18, 2008 authorizing the Board of Supervisors to designate areas within which all existing overhead poles, overhead wires and overhead equipment associated with the distribution of electric power, telecommunication services and cable television should be removed and replaced with underground wires and facilities within said underground district; and

WHEREAS, the Director of Public Works for the County of Plumas has consulted with the affected public utilities and such utilities have agreed that the proposed underground conversion district, designated the Greenville Overhead Utility Conversion District No. 6 and more particularly described in Exhibit 1 attached hereto and incorporated herein by reference, meets the criteria established by the rules of the CPUC, to wit,

That such undergrounding will avoid or eliminate an unusually heavy concentration of overhead electric facilities, **AND**

That the streets or roads or right-of-ways in the proposed district are extensively used by the general public and carries a heavy volume of pedestrian or vehicular traffic, **AND**

That the streets or roads or right-of-ways in the proposed district adjoins or passes through a civic area or public recreation area or an area of unusual scenic interest to the general public,

WHEREAS, each year the County is notified by PG&E regarding the allocation of work credits for conversion of overhead electric distribution lines and facilities to underground, known as Rule 20A allocations; and

WHEREAS, the Director of Public Works for the County of Plumas has consulted with PG&E and determined that the County has accumulated Rule 20A work credits or PG&E has agreed that the County may borrow against future credits sufficient to complete the proposed overhead conversion project; and

WHEREAS, the County and the affected utilities have agreed by letter that each utility shall complete the engineering of their respective portion of the Greenville Overhead Utility Conversion District No. 6 Project; and

WHEREAS, the County and the affected utilities have agreed by letter that PG&E shall be responsible for preparation of the trench profile and composite drawings and that PG&E shall be designated as “trench lead” to manage trenching, installation of substructures, and pavement restoration and such other work; and

WHEREAS, the Director of Public Works of the County and the affected utilities have agreed on a work schedule which meets their respective capabilities and further agreed to waive any administrative fees, costs or special street restoration requirements for purposes of this project; and

WHEREAS, to the extent required, the County has agreed to provide easements or rights of way on private property as may be necessary for installation of utility facilities in a form satisfactory to the affected utilities; and

WHEREAS, the Plumas County Board of Supervisors has now received the report from the Director of Public Works recommending that the area identified in Exhibit 1 should be designated as a overhead utility conversion area within which all existing overhead poles, overhead wires and overhead equipment associated with the distribution of electric power, telecommunication services and cable television should be removed and replaced with underground wires and facilities; and

WHEREAS, upon the recommendation of the Director of Public Works and the Planning Director, the Plumas County Board of Supervisors has determined that the proposed Greenville Overhead Utility Conversion District No.6 is categorically exempt from environmental review pursuant to the California Environmental Quality Act; and

WHEREAS, the County has notified all affected property owners within the proposed Greenville Overhead Utility Conversion District No.6 and invited the same to attend a public hearing to discuss formation of the proposed district; and

WHEREAS, the Plumas County Board of Supervisors held public hearings at which time the Board did receive and consider the recommendation of the County Engineer and did hear any and all objections or protests that were raised by the owners of property

within the above described district pertaining to designating this area an overhead utility conversion district,

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Plumas that:

Section 1. Resolution No. 08-7518, an existing resolution passed by this Board of Supervisors on November 18, 2008 that designated areas within which all existing overhead poles, overhead wires and overhead equipment associated with the distribution of electric power, telecommunication services and cable television were to be removed and replaced with underground wires and facilities within said underground district, shall be set aside and replaced with this resolution; and

Section 2. The public interest requires the removal of all existing utility poles (excepting those poles supporting streetlights, traffic signals or trolley lines), overhead wires and associated overhead structures and installation of underground wires and facilities for supplying electric power, communication, or similar associated services within the areas as shown in Exhibit 1, attached hereto, with such area being designated as the Greenville Overhead Utility Conversion District No. 6 pursuant to Title 7, Chapter 2 of the Plumas County Code; and

Section 3. The utility companies, cable television services and other affected services shall commence work on installation of underground facility installation in Greenville Overhead Utility Conversion District No. 6 and that as each phase of the project is complete and ready for conversion from overhead to underground utility facilities, all fronting property owners shall be notified by first class letter, postage pre-paid, of the schedule for conversion of all utility service lines; and

Section 4. The electric utility shall use the underground conversion allocation computed pursuant to decisions of the California Public Utilities Commission for the purpose of providing to each premises requiring it in Greenville Overhead Utility Conversion District No. 6 a maximum of one hundred feet of individual electric service trenching and conductor (as well as backfill, paving and conduit, if required) and each other serving utility shall provide service trenching and conductor in accordance with its rules and tariffs on file with the California Public Utilities Commission or as required by its Franchise Agreement with the County; and

Section 5. The electric utility shall use said underground conversion allowance allocation, up to a maximum amount of \$1500 per service entrance excluding permit fees, for the conversion of electric service panels to accept underground service in the Greenville Overhead Utility Conversion District No. 6, and each property owner shall be financially responsible for any and all costs not covered by the electric utility for the installation and maintenance of the conduit and termination box located on, under or within any structure on the premises served; and

DEPARTMENT OF PUBLIC WORKS

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ROBERT A. PERREAULT Jr.
DIRECTOR

JOE BLACKWELL
DEPUTY DIRECTOR

AGENDA REQUEST

for the April 17, 2012 meeting of the Plumas County Board of Supervisors

Date: April 9, 2012

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

Subject: Accounting Transfers Pertaining to Inter-departmental Employees

Robert A. Perreault

Background:

The Road Department, a non-general fund department, has been utilizing, and continues to utilize, employees from general fund departments (notably Engineering and Planning) in order to enhance efficiencies with project delivery for Road Department projects and, at the same time, enable a revenue stream for the general fund departments that would not otherwise exist. (The alternative approach is for the Road Department to retain additional professional services from private sector engineering, environmental and surveying firms.)

Accordingly, the FY 2011-12 departmental budgets of certain general fund departments were adopted with a line item anticipating revenue from Road Department projects. In order to receive such revenue, the general fund departments must first perform the work and then invoice the Road Department. The Road Department then pays the invoice (via a "journal entry").

Thereafter, the Road Department charges the expense (i.e., payment of the general fund department invoice) to the appropriate projects, thus being eligible for reimbursement from State and Federal highway funds. The Road Department receives such reimbursements by submitting invoices to Caltrans. Caltrans requires proof of expenditure, e.g., a journal entry, depicting payment to another department for services performed. This procedure has been in place for years and has not incurred any audit negative findings in the past, either from the County's outside auditor, the Caltrans' auditors or auditors from the Office of the State Controller.

Since September 2011, the Plumas County Auditor has returned the submitted, interdepartmental journal entries, stating that the fund transfers may be incorrect and probably should be charged to each departments' payroll accounts. This determination has caused a holdup on the inter-

departmental invoice/payment process due to other repercussion issues that arise with such a suggestion. One major issue would be a department's existing personnel allocation because involving the payroll accounts would require a Personnel Action Form (PAF) to enact personnel allocation changes. That action, of course, triggers the need for the involvement of the Human Resources Department. Furthermore, the need for the general fund employees to be responsive to their assigned department's workload, as needed, would likely require weekly revisions to the PAFs.

The Road Department is required to invoice Caltrans every six months for its reimbursable expenditures on specific road and bridge projects. At this time, the Road Department cannot submit an accurate, up to date expense accounting to Caltrans due to the departmental impasse described above.

Recommendation:

The Director of Public Works respectfully recommends that the Board of Supervisors adopt the following motion:

In regard to Public Works' utilization of staff services of general fund employees from other County departments, the Board of Supervisors endorses accounting procedures that do not require the involvement of salary accounts or PAFs.