



## **BOARD OF SUPERVISORS**

Terrell Swofford, Vice Chair 1<sup>st</sup> District  
Robert A. Meacher, Chair 2<sup>nd</sup> District  
Sharon Thrall, 3<sup>rd</sup> District  
Lori Simpson, 4<sup>th</sup> District  
Jon Kennedy, 5<sup>th</sup> District

### **MEETING MINUTES**

#### **SPECIAL MEETING OF THE BOARD OF SUPERVISORS COUNTY OF PLUMAS, STATE OF CALIFORNIA HELD IN QUINCY ON SEPTEMBER 10, 2012**

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### **STANDING ORDERS**

9:00 A.M.

#### **CALL TO ORDER/ROLL CALL**

Present: Supervisor Swofford, Supervisor Simpson, Supervisor Meacher, Supervisor Thrall,  
Supervisor Kennedy

#### **PUBLIC COMMENT OPPORTUNITY**

None

#### **DEPARTMENT HEAD COMMENT PERIOD**

### **ACTION AGENDA**

#### **1. 9:15 BOARD OF SUPERVISORS**

- A. Discussion and possible action regarding Resolution No. 12-7815, adopted by the Board on August 29, 2012, Establishing County Office Hours

#### **MUSEUM**

**Motion:** The Museum shall be open to the public Wednesday through Saturday 8:00 a.m. to 5:00 p.m. and open to the public on Sunday if a volunteer is available, **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Thrall.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

## **TREASURER/TAX COLLECTOR**

Upon report and recommendation of Julie White, Treasurer/Tax Collector, the department will work a 4-9 hour work schedule and open to the public Monday through Friday alternating days off within the department. The Board concurs with the recommendation.

## **FACILITY SERVICES**

Joe Wilson, Director of Facility Services is present and informs the Board the department will work a 4-9 hour work schedule and open to the public Monday through Friday alternating days off within the department. The Board concurs with the recommendation.

**Resolution No. 12-7815 will need to be amended to reflect the various departments as discussed. This matter is continued to September 11, 2012.**

B. FY 2012-2013 Budget Workshop: Discussion to focus on, but is not limited to, the following departments or programs; possible action and/or direction to staff

### **1. CONTRIBUTIONS – RESOURCE CENTERS**

The budget includes a contribution to the Resource Centers of \$47,500 (\$9,500 per Resource Center).

There is discussion by the Board regarding services provided to the public by the Resource Centers.

The Mohawk Resource Center in Graeagle does not service the same needs of the public as other Resource Centers throughout Plumas County. The Mohawk Resource Center mainly serves as a meeting place for senior nutrition. The \$9,500 contribution covers wages for a coordinator to work 17 hours per week. The Board agrees to not fund the Mohawk Resource Center.

Following further discussion, the Board agrees to fund Indian Valley Resource Center, Portola Resource Center, and the ABC Resource Center in Chester for a total of \$28,500.

### **2. FLOOD CONTROL DISTRICT 208B**

The issue before the Board is a general fund contribution of \$55,912 an increase of \$13,814.

Following discussion, the Board agrees to fund the Flood Control District 208B general fund contribution of \$55,912 increase of \$13, 814.

### **3. PLANNING**

Upon report and recommendation of Randy Wilson, Director of Planning the department will work a 4-9 hour schedule and will be closed to the public on Friday. The Board concurs with the recommendation.

**Plumas County Coordinating Council:** Contribution of \$6,030 from Title III allocation for clerical support.

### **4. SENIOR NUTRITION**

The Director of Public Health has provided the Board with three scenarios for their consideration.

**Motion:** The Board agrees to reduce the general fund contribution by \$43,397 – the Greenville Nutrition Site will become a satellite site with meals prepared off site and the other four sites will be reduced to four days per week effective January 01, 2013, **Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Kennedy.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

5. FAIR

6. FACILITY SERVICES

**ONE-STOP PERMIT CENTER – RELOCATION OF DEPARTMENTS**

Joe Wilson, Director of Facility Services is present and addresses the Board. Following discussions with the various departments, it was determined that there is not sufficient space to relocate all departments from the One-Stop Permit Center to the Health & Human Services Center as previously proposed. Mr. Wilson proposes to close the second floor of the One-Stop Permit Center and relocate the Assessor to the first floor to save costs to bring the elevator into ADA code compliance. The second floor will be used for storage.

Further, Mr. Wilson proposes to relocate the Probation Department to the Health & Human Services Center and then either sale or lease the Probation Department building.

**Motion:** authorize the Director of Facility Services to continue discussion with the Probation Department and further authorize the Assessor to relocate his department to the first floor of the One-Stop Permit Center for a savings of approximately \$6,000 as recommended, **Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Swofford.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

7. RISK MANAGEMENT FUNCTIONS/AUDITOR'S OFFICE

Discussion is held regarding risk management duties being performed by employees in the Auditor's department and being compensated accordingly.

Following discussion, **Motion:** direct staff to return with the required ordinance to amend the job description of the Auditor/Controller to include Risk Manager, **Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Simpson.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Supervisor Kennedy, Supervisor Meacher, Supervisor Simpson, Supervisor Swofford, Supervisor Thrall.

8. PROBATION

9. SHERIFF

Sheriff Hagwood is present and addresses the Board. Supervisor Kennedy informs the Board that while attending a CSAC meeting in Sacramento he confirmed that there will be no cuts by the State to AB443 funding. The Sheriff will receive approximately \$500,000 for FY 2012-2013 from AB443.

Following discussion, the Board requests that Sheriff Hagwood not reduce any staff until after the November election when there are two local tax measures on the ballot. Sheriff Hagwood states that he is committed to maintain the current level of staff at this time.

10. JAIL

Sheriff Hagwood is present and addresses the Board. The Board concurs to fund the Jail as requested.

11. VICTIM WITNESS

The Victim Witness budget includes a 1.0 FTE reduction as recommended by Sheriff Hagwood.

12. ANIMAL CONTROL

The Animal Control budget includes a .50 FTE reduction as recommended by Sheriff Hagwood.

**13. DISTRICT ATTORNEY**

David Hollister, District Attorney is present and addresses the Board. Mr. Hollister confirms that his department is unable to work a 4-9 hour schedule due to the current workload of the office.

**2. CLOSED SESSION**

**ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION**

- A. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Department Employees Association, Operating Engineers Local #3

**REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)**

- A. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Department Employees Association, Operating Engineers Local #3

**There is no reportable action taken.**

**ADJOURNMENT**

Adjourned meeting to Tuesday, September 11, 2012, Board of Supervisors Room 308, Courthouse, Quincy, California.