



BOARD OF SUPERVISORS

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

MEETING MINUTES

REGULAR MEETING OF THE BOARD OF SUPERVISORS COUNTY OF PLUMAS, STATE OF CALIFORNIA HELD IN QUINCY ON NOVEMBER 06, 2012

STANDING ORDERS

11:00 A.M.

CALL TO ORDER/ROLL CALL

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

In attendance are Steve Mansell, Deputy County Counsel and Nancy DaForno, Clerk of the Board

INVOCATION AND FLAG SALUTE

Pastor Tarleton offers the invocation and Steve Mansell, Deputy County Counsel leads the flag salute.

ADDITIONS TO OR DELETIONS FROM THE AGENDA

None

PUBLIC COMMENT OPPORTUNITY

Larry Douglas regarding economic issues facing Plumas County and impacts from the poisoning of Lake Davis to eradicate Northern Pike.

DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS

None

ACTION AGENDA

1. 11:15 BOARD OF SUPERVISORS

- A.  Presentation of *Certificate of Appreciation and Recognition* for Linda Patton, Welfare Fraud Investigator

- B. Accept letter of resignation from Joe Wilson, Director of Facility Services effective January 22, 2013; and direct Human Resources to begin recruitment

Motion: Accept letter of resignation from Joe Wilson, Director of Facility Services effective January 22, 2013; and direct Human Resources to begin recruitment, **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.

- C. Introduce and waive first reading of an **ORDINANCE** amending Section 2-4.602 of Title 2, Chapter 4, Article 6, of the Plumas County Code relating to the County Administrative Officer, Safety Officer, Risk Management, and Purchasing Agent. **Roll call vote**

Motion: Introduce and waive first reading of an **ORDINANCE** amending Section 2-4.602 of Title 2, Chapter 4, Article 6, of the Plumas County Code relating to the County Administrative Officer, Safety Officer, Risk Management, and Purchasing Agent, **Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Kennedy. The title of the Ordinance is read and continued to November 13, 2012 for adoption.

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

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

- D. Adopt **RESOLUTION** assigning the duties and responsibilities of the Plumas County Risk Manager and Safety Officer to the Plumas County Auditor/Controller. **Roll call vote**

Motion: Adopt **RESOLUTION** No. 12-7825 assigning the duties and responsibilities of the Plumas County Risk Manager and Safety Officer to the Plumas County Auditor/Controller, **Action:** Approve, **Moved by** Supervisor Simpson, **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.

- E. Adopt **RESOLUTION** assigning the duties and responsibilities of "Purchasing Agent" to a County official determined by the Board due to vacant County Administrative Officer position. **Roll call vote**

Motion: adopt **RESOLUTION** No. 12-7826 assigning the duties and responsibilities of Purchasing Agent to the Chair of the Board of Supervisors and in the absence of the Chair, County Counsel is designated Purchasing Agent pursuant to Section 3-1.03 of the Plumas County Code with authority up to and including \$10,000,

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.

- F. Discussion, possible action and/or direction to staff regarding Critical Staffing Committee members due to vacant County Administrative Officer position

Motion: eliminate the Critical Staffing Committee and direct department heads to bring all requests to fill and/or re-fill positions to the Board for approval, effective December 01, 2012, **Action:** Approve, **Moved by** Supervisor Simpson, **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.

G. CORRESPONDENCE

None

H. INFORMATIONAL ANNOUNCEMENTS

Report by Supervisor Thrall regarding issues related to County government and include Air Quality Management District grant program to digitize documents, a grant referred to by Public Works; NoRTEC meeting; meeting with Mike Grant of the Sheriff's department regarding repeater equipment and the need for replacement

Report by Supervisor Swofford regarding issues related to County government and include Planning Commission meeting; Beckwourth Fire District meeting; Last Chance Creek field trip; Air Quality Management District meeting; Eastern Plumas Chamber meeting regarding ballot measures; meeting with Sheriff Hagwood and concerned citizens regarding an increase in crime; meeting with General Manager of Air Resources Board

Report by Supervisor Simpson regarding issues related to County government and include Area Agency on Aging; NACo webinar regarding law enforcement involvement with people dealing with mental health issues, etc.; Last Chance Creek field trip; Travel Management meeting; Quincy Library Group; AB109 Second Year Conference in Sacramento

Report by Supervisor Kennedy regarding issues related to County government and include AB109 Second Year Conference in Sacramento; Eastern Plumas Chamber meeting regarding ballot measures

Report by Supervisor Meacher regarding issues related to County government and include Title III meeting; PARS meeting regarding Other Post Employment Benefits (OPEB)

2. 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.

Motion: approve the following consent agenda matters as presented, **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.

A. BOARD OF SUPERVISORS

Ratify letter to Caltrans for encroachment permit (Greenville High School Homecoming Parade, October 19, 2012)

B. GRAND JURY

Approve budget transfer of \$3,000 to cover costs for out-of-county travel (Report Writing Workshop, and to cover budget overage)

Supervisor Kennedy requests a copy of the materials from the Report Writing Workshop.

Motion: Approve budget transfer of \$3,000 to cover costs for out-of-county travel (Report Writing Workshop and to cover budget overage), **Action:** Approve, **Moved by** Supervisor Simpson, **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.

C. CLERK OF THE BOARD

Approve Board minutes for October 2012

Motion: Approve Board minutes for October 2012 as amended, **Action:** Approve, **Moved by** Supervisor Simpson, **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.

D. COUNTY COUNSEL

Renew Legal Services Agreement with Michael Jackson, Attorney at Law, in connection with relicensing of FERC Project 2100 (California Department of Water Resources – Lake Oroville facilities) and other matters as requested, and authorize the Chair to execute

E. SOCIAL SERVICES

- 1) Approve contract CW-2012-26 of \$16,720 with the University of California, Davis for professional training services to be provided to Department of Social Services staff; authorize the Director of Social Services to sign the agreement; and authorize the Department of Social Services to execute an extension of the agreement for an additional twelve-month period following the conclusion of the current term, subject to the availability of state and federal funding. Approved as to form by County Counsel
- 2) Approve and authorize the Director of Social Services to sign contracts with Mountain Circle Family Services and Environmental Alternatives Foster Family Services for emergency shelter care for abused and neglected children; and authorize the Director of Social Services to sign extensions of the agreements at the end of the current term not to exceed two additional month periods and subject to the availability of state and federal funding for such services. Approved as to form by County Counsel

F. SHERIFF

- 1) Approve budget transfer of \$31,096 from Regular Wages (51000) to Other Wages (51020) to cover costs for use of extra help and reserves
- 2) Approve budget transfer of \$16,296 from Regular Wages (51000) to Other Wages (51020) in Sheriff's AB109 budget
- 3) Approve budget transfer of \$52,757 from services and supplies account (Communication Equipment 521250) to various fixed asset accounts for the 2011 Homeland Security Grant budget
- 4) Approve supplemental budget of \$65,217 for FY 2012-2013 Homeland Security Grant Program
- 5) Approve supplemental budget of \$46,637 for FY 2012-2013 OHV/OSV Grant Program

G. FACILITY SERVICES

Approve and authorize the Chair to execute contract with California Generator Service not to exceed \$14,825 for emergency backup generators. Approved as to form by County Counsel

H. PUBLIC WORKS

Authorize exemption to the 60-day exemption for Extra-Help employee assigned to Public Works headquarters staff

NOON RECESS

AFTERNOON SESSION

The Board reconvenes at 1:30 p.m. with all Board members present as in the morning session.

3. 1:30 P.M. DEPARTMENTAL MATTERS

A. PLANNING – Randy Wilson

Status report on General Plan Update

B. PUBLIC WORKS – Robert Perreault

Authorize the Director of Public Works to proceed with a sole source purchase of a new Trackless multi-purpose snow blower in accordance with Sections 3-1(1) and 3-1(n) of the Plumas County Purchasing Policy; and approve purchase of fixed assets as presented and approved in the FY 2012-2013 budget

Motion: Authorize the Director of Public Works to proceed with a sole source purchase of a new Trackless multi-purpose snow blower in accordance with Sections 3-1(1) and 3-1(n) of the Plumas County Purchasing Policy; and approve purchase of fixed assets as presented and approved in the FY 2012-2013 budget, **Action:** Approve, **Moved by** Supervisor Swofford, **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.

C. MENTAL HEALTH – Patricia Leslie

1) Discussion and possible action to consider request to transfer \$111,060 from Mental Health reserves (Fund 0014 Account 10147) to Mental Health operating cash (Fund 0014 Account 10100) to cover unforeseen, mandated expenses for in-patient services at State Hospital. **Four/fifths required roll call vote**

Motion: approve request to transfer \$111,060 from Mental Health reserves (Fund 0014 Account 10147) to Mental Health operating cash (Fund 0014 Account 10100) to cover unforeseen, mandated expenses for in-patient services at State Hospital, **Action:** Approve, **Moved by** Supervisor Swofford, **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.

2) Ratify Mental Health Services Act Annual Plan for FY 2012-2013 authorizing the Director of Mental Health to submit Plan to State and providing signature authority for implementation. Approved as to form by County Counsel

Motion: Ratify Mental Health Services Act Annual Plan for FY 2012-2013 authorizing the Director of Mental Health to submit Plan to State and providing signature authority for implementation, **Action:** Approve, **Moved by** Supervisor Kennedy, **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.

D. **HUMAN RESOURCES** – Gayla Trumbo

1) Adopt **RESOLUTION** to amend the Job Descriptions of Welfare Fraud Investigator I and II. **Roll call vote**

Motion: Adopt **RESOLUTION** No. 12-7827 to amend the Job Descriptions of Welfare Fraud Investigator I and II, **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.

2) Adopt **RESOLUTION** to add the Job Description of Alternative Sentencing Coordinator to the Classification and Salary Plan. **Roll call vote**

Motion: Adopt **RESOLUTION** No. 12-7828 to add the Job Description of Alternative Sentencing Coordinator to the Classification and Salary Plan, **Action:** Approve, **Moved by** Supervisor Simpson, **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.

3) Adopt **RESOLUTION** to amend the Position Allocation for FY 2012-2013 to include 1.0 FTE Alternative Sentencing Coordinator within the District Attorney/SLESF Chapter 134 Budget. **Roll call vote**

Motion: Adopt **RESOLUTION** No. 12-7829 to amend the Position Allocation for FY 2012-2013 to include 1.0 FTE Alternative Sentencing Coordinator within the District Attorney/SLESF Chapter 134 Budget, **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.

E. **CRITICAL STAFFING COMMITTEE** – Gayla Trumbo

Approve recommendation(s) of the Critical Staffing Committee to fill the following position(s):

Motion: Approve recommendation(s) of the Critical Staffing Committee to fill the following position(s):

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.

Mental Health

1.0 FTE Community Care Case Manager

1.0 FTE Information System Technician

Public Health Agency

.75 FTE Management Analyst I/II

.50 FTE Health Education Specialist

Senior Nutrition

.6875 FTE Assistant Cook

.6875 FTE Head Cook

District Attorney

1.0 FTE Alternative Sentencing Coordinator

4. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

- A. Conference with Legal Counsel: Existing Litigation – *Raymond v. Williams*, United States District Court for the Eastern District of California Case No. 2:12-CV-02259-GEB-EFB, pursuant to subdivision (a) of Government Code § 54956.9.
- B. Personnel: Public employee discipline/dismissal/release with regard to five employees of the Alcohol & Drug Department (Gov. Code §54957(b))
- C. Conference with Legal Counsel: Claim Against the County filed by Scott Everett Papenhausen on July 02, 2012
- D. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (b) of Government Code Section 54956.9
- E. 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 Legal Counsel: Existing Litigation – *Raymond v. Williams*, United States District Court for the Eastern District of California Case No. 2:12-CV-02259-GEB-EFB, pursuant to subdivision (a) of Government Code § 54956.9.

There was no reportable action taken.

- B. Personnel: Public employee discipline/dismissal/release with regard to five employees of the Alcohol & Drug Department (Gov. Code §54957(b))

There was no reportable action taken.

- C. Conference with Legal Counsel: Claim Against the County filed by Scott Everett Papenhausen on July 02, 2012

By unanimous vote the Board voted to reject the claim filed by Scott Everett Papenhausen on July 02, 2012 and direct the Clerk to provide sufficient notice.

- D. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (b) of Government Code Section 54956.9

This matter was not addressed.

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

There was no reportable action taken.

ADJOURNMENT

Adjourned meeting to Tuesday, November 13, 2012, Board of Supervisors Room 308, Courthouse, Quincy, California.