

PLUMAS COUNTY CALIFORNIA



TO: Honorable Chair and Board Supervisors

FROM: Debra Lucero, CAO

MEETING DATE: April 11, 2023

SUBJECT: CAO Report 3/15/23 – 4/7/23

BROADBAND

Golden State Finance Authority Strategic Broadband Kickoff Meeting was held April 5 for Butte, Glenn, Lassen, Modoc, Plumas, Shasta, Sierra, Siskiyou, Tehama. After introductions, a scope of work was reviewed, a survey discussed (see below) and much more. Counties are being encouraged to review any broadband plans that have been completed over that last 3-5 years, funding, unserved locations, policies to facilitate broadband affordability and identifying key partners within the county.

The potential survey questions from Tilson (the company assigned to our counties by GSFA) are as follows (please send any feedback on these questions to zacharygately@countyofplumas.com)

- 1) Does your county/counties have a formalized broadband team or advocacy group?
 - Please clarify the contacts on any broadband team and/or advocacy group
 - Please share any applicable research or studies performed
 - Please share anything that may be unique in your area and relevant to current or future broadband improvements. i.e. If ground conditions are known to be very rocky. Have you established any broadband policies or initiatives?
2. Are there any exceptions within your county where this new broadband study will not apply? i.e. specific municipalities, or areas considered well served?
4. Have you identified all the applicable Community Anchor Institutions (CAIs) in your area? Do you have a list of contacts?
5. Do you have specific contacts for your businesses that we could reach out to for the broadband survey questions?
6. Are you aware of county-wide community challenges that smart applications and other technologies could potentially assist with? i.e., real-time air quality monitoring, gun-shot detection etc.
7. Are there key partners within your region that we should connect with as part of our outreach? i.e., current service providers, local utility district, school district etc?
8. What do you consider the biggest broadband challenge in your county that you hope to try and solve?
9. Please include any questions for the Tilson team as we prepare for our outreach.

ENERGY ASSESSMENT

We are looking at our use of generators throughout the County sites. JD Moore of Facility Services has compiled the following list. It was sent to Engie as part of our analysis of what the county may need.

Below is a list of County buildings (that we maintain) that have a generator:

1. Chester Complex (Substation and Library)
2. Chester Memorial Hall
3. Annex (doesn't power the entire building)
4. Facility Services Shop/Office
5. Courthouse
6. Jail
7. Sheriff's Office
8. Animal Shelter (this generator is old and should be replaced in JD's opinion)
9. Quincy Memorial Hall
10. Mineral Building at the Fairgrounds (this generator was purchased by Public Health if I remember correctly, but Facilities has the maintenance contract for it)
11. Portola Memorial Hall

Buildings/properties that do not have a generator:

1. Almanor Recreation Center
2. Chester Park (probably not necessary)
3. Rogers Field
4. Gansner Park (probably not necessary)
5. Dame Shirley Plaza (probably not necessary)
6. Child Support
7. Permit Center
8. Ag Building/Fairgrounds (they share the office building, but unsure what the Fairgrounds has for generators, other than the one for the Mineral Building)
9. Gansner Airport
10. Museum and Law Library
11. Quincy Library
12. Blue Annex (Old Probation Building)
13. Portola Library
14. Nervino Airport
15. Rotary Ballfield (probably not necessary)
16. Story Ballfield (probably not necessary)
17. Taylorsville Campground (would be beneficial since it is on a well, and no power=no water. The Campground can/has been used during fire events so a generator would be helpful in case of a power outage)

COUNTY DEPARTMENTS / EMPLOYEE DEVELOPMENT

1. **Job Fair for the County** – Scheduled for May 20 at the Fairgrounds where departments will be featured and explain their functions and how they interrelate to other departments, benefits of working for the county – retirement, health care, etc.
2. **Upcoming trainings for County employees**
 - How to get an item on the agenda – CivicClerk system
 - How to fill out a timecard
 - How to supervise the filling out of a timecard
 - Personnel Rules – broken into several different trainings
 - Negotiations Etiquette for Department Heads
 - General Accounting Practices 101
 - Project and Grant Management in Munis – Tyler
 - Timecard Management in Munis
 - Running Reports in Munis
 - Budgeting in Munis
 - New Chart of Accounts training
 - Microsoft 365 training

GRANT MANAGER

- Finalized with County Council the ARPA Community Grants
- Launched ARPA Community Grants March 27, 2023 including advertising, creating website page
- Worked on planning with DFC regarding potential planning grants and community resilience centers
- Began working on reporting requirements and meeting with departments for ARPA and LATCF
- Finalized with County Council and Sierra Buttes Trail Stewardship on OHV Grants
- Began meeting regularly with Arcadis and Tracey Ferguson to ensure a more strategic and streamlined approach to long term recovery and planning for grants/projects
- Assisted HR in projecting/estimating insurance costs for budgeting LATCF funds, which looks like approximately \$6 million for 2023-2027

ARPA BUSINESS AND NON-PROFIT GRANTS - \$540,000

As of Friday, April 7, 2023 @ 4pm

- Total of 27 applications since opening Monday, March 27, 2023
- 5 non-profit and 22 for profit
- Districts
 - District 1: 1
 - District 2: 7
 - District 3: 4
 - District 4: 13
 - District 5: 2
- Amount requested:
 - 24 requested full \$10,000
 - 2 requested between \$9-10,000
 - 1 requested approximately \$7500

- Arts and entertainment, accommodation and food services, agriculture, manufacturing, and other are the 5 categories so far.

OTHER MEETINGS / ACTIVITIES

1. Meeting with Passages Area Agency on Aging
Passages is the designated Area Agency on Aging for Planning and Service Area 3, serving the counties of Butte, Colusa, Glenn, Plumas and Tehama. Passages serves older adults and family caregivers through direct and sub-contracted services under the auspices of Chico State Enterprises.
Passages Area Agency on Aging Advisory Council - The Advisory Council provides general advisory council to the Area Agency on Aging including input and approval of the required Four-Year Area Plan and budget.
2. Meeting with DA's office regarding Alternative Sentencing Program
3. 2 CACE (CA Association for County Executives) Membership calls and legislative update
4. Tyler (Munis Implementation) meeting
5. PCMC (Management Council) meeting
6. NACo Economic Mobility Leadership meeting
7. Plumas RSF Working Group Meeting
8. Negotiations Meeting
9. California Water Association Conference Meeting for Panel Discussion on Diversity
10. CLA Meeting on Consultant Contract
11. Dixie Fire Collaborative Update
12. TOT Meeting with Treasurer-Tax Collector resulted in returning \$531,262.98 back to fiscal year 2021/22 and \$540,907.55 to 2022-23. Here is a snapshot of TOT growth from 2014-2022 with the numbers provided by the Auditor-Controller.

