



## **BOARD OF SUPERVISORS**

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

### **MEETING MINUTES**

#### **REGULAR MEETING OF THE BOARD OF SUPERVISORS COUNTY OF PLUMAS, STATE OF CALIFORNIA HELD IN QUINCY ON AUGUST 20, 2013**

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### **STANDING ORDERS**

#### **10:00 A.M. CALL TO ORDER/ROLL CALL**

**Present:** Supervisor Swofford, Supervisor Simpson, Supervisor Thrall, Supervisor Kennedy, Supervisor Goss.

#### **PLEDGE OF ALLEGIANCE**

Supervisor Thrall leads the pledge of allegiance.

#### **ADDITIONS TO OR DELETIONS FROM THE AGENDA**

##### **MENTAL HEALTH**

Approve and authorize the Chair to sign JPA Agreement and application for Region 2-K12 Statewide Mental Health Initiative. Approved as to form by County Counsel. **At the request of County Counsel, this matter is removed from the agenda.**

#### **PUBLIC COMMENT OPPORTUNITY**

Pastor Tarleton of the First Baptist Church offers a prayer.

Larry Douglas comments on affordable services to local communities.

#### **DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS**

None

## ACTION AGENDA

### Convened as the Flood Control & Water Conservation 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; County Service Area #12.

#### 1. FLOOD CONTROL & WATER CONSERVATION DISTRICT – Robert Perreault

Report on the status of the public negotiations with the California Department of Water Resources and the State Water Contractors having to do with the State Water Project Contract Extension. Discussion, possible action and/or direction to staff

### Adjourned as the Flood Control & Water Conservation District Governing Board and reconvened as the Grizzly Ranch Community Services District Governing Board

#### 2. GRIZZLY RANCH CSD – Robert Perreault

Authorize short-term borrowing from the County of Plumas in anticipation of revenue, not to exceed \$25,000, to be repaid in FY 2013-2014; and loan to include the “pooled interest rate” as discussed. Discussion and possible action

**Motion:** Authorize short-term borrowing from the County of Plumas in anticipation of revenue, not to exceed \$25,000, to be repaid in FY 2013-2014, **Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Simpson.

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

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

### Adjourned as the Grizzly Ranch Community Services District Governing Board and reconvened as the Board of Supervisors

#### 3. BOARD OF SUPERVISORS

A. **PUBLIC HEARING** – Pursuant to Ordinance 02-967 regarding “Outdoor Festivals”, application received from Belden Town Resort for outdoor music festivals to be held in Belden Town. Discussion and possible action to approve application for the following festivals:

- **“Still Dream” to be held October 04 – 07, 2013**

The public hearing is opened. There being no comment, the public hearing is closed and before the Board for decision.

The Clerk is presented with a “Vehicular Evacuation Plan – 640 plus people”.

**Motion:** approve application received from Belden Town Resort for outdoor music festivals to be held in Belden Town, **Action:** Approve, **Moved by** Supervisor Goss, **Seconded by** Supervisor Kennedy.

- **“Still Dream” to be held October 04 – 07, 2013**

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

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

B. Adopt **RESOLUTION** Affirming and Formally Designating the Appropriate Local Agencies for Watershed Management Responsibility within Plumas County. **Roll call vote**

**Motion:** Adopt **RESOLUTION No. 13-7898** Affirming and Formally Designating the Appropriate Local Agencies for Watershed Management Responsibility within Plumas County, **Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Goss.

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

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

C. Continue authorization of Mimi Hall as designated Plumas County Alcohol & Drug Administrator until such time as the final budget is adopted for FY 2013-2014 or her successor is appointed whichever comes first. Discussion and possible action

**Motion:** Continue authorization of Mimi Hall as designated Plumas County Alcohol & Drug Administrator until such time as the final budget is adopted for FY 2013-2014 or her successor is appointed whichever comes first, **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Thrall.

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

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

D. Adopt **RESOLUTION** to approve the Job Description for the Plumas County Alcohol & Drug Administrator. **Roll call vote**

Supervisor Thrall addresses the Board opposed to creating a new department head position under a separate stand alone department. Supervisor Thrall believes the Alcohol & Drug Administrator position should be under the direction of the Director of Mental Health.

**Motion:** Adopt **RESOLUTION No. 13-7899** to approve the Job Description for the Plumas County Alcohol & Drug Administrator

, **Action:** Approve, **Moved by** Supervisor Kennedy, **Seconded by** Supervisor Goss.

**Vote:** Motion passed (**summary:** Yes = 4, No = 1, Abstain = 0).

**Yes:** Supervisor Goss, Supervisor Kennedy, Supervisor Simpson, Supervisor Swofford.

**No:** Supervisor Thrall.

E. Authorize the recruitment of an Acting Plumas County Alcohol & Drug Administrator with compensation to be based on experience and qualifications. Discussion and possible action

**Motion:** Authorize the recruitment of an Acting Plumas County Alcohol & Drug Administrator with compensation to be based on experience and qualifications, **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Goss.

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

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

F. **CORRESPONDENCE**

None

## **INFORMATIONAL ANNOUNCEMENTS**

Report by Supervisor Thrall regarding issues related to County government and include meeting with Earl Ford, Plumas National Forest Supervisor regarding Chips Fire reimbursement; ABWAC meeting; Nortec meeting in Chico; ceremony at Lake Almanor Country Club and dedication as Firewise Community; Lake Almanor Sports Complex Facebook page; Transportation Commission.

Report by Supervisor Simpson regarding issues related to County government and include A&D transition meeting; Courthouse security meeting with department heads; Fair Parade.

Supervisor Simpson publicly thanks Sheriff Hagwood for his updates on local fires.

Report by Supervisor Kennedy regarding issues related to County government and include Eastern Plumas Hospital is exempt from medical cuts on skilled nursing facilities.

Report by Supervisor Goss regarding issues related to County government and include annual marathon "Running with the Bears"; Transportation Commission.

Report by Supervisor Swofford regarding issues related to County government and include Portola Railroad Days; City of Portola Council meeting; meeting with Earl Ford, Plumas National Forest Supervisor regarding Chips Fire reimbursement.

## **4. DEPARTMENTAL MATTERS**

### **A. SHERIFF – Greg Hagwood**

Adopt **RESOLUTION** to amend the Plumas County Position Allocation for Budget Year 2013-2014 to include 1.0 FTE Deputy Sheriff I/II – Sheriff Department SB 678. **Roll call vote**

**Motion:** Adopt **RESOLUTION No. 13-7900** to amend the Plumas County Position Allocation for Budget Year 2013-2014 to include 1.0 FTE Deputy Sheriff I/II – Sheriff Department SB 678, **Action:** Approve, **Moved by** Supervisor Kennedy, **Seconded by** Supervisor Thrall.

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

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

### **B. AUDITOR/CONTROLLER – Roberta Allen**

Approve supplemental budget of \$3,420 for Plumas County Literacy, Contribution from Other Agency (Department 20675), and increase budgeted amounts in expenditure accounts 521800, 524510, and 529551 for FY 2012-2013

**Motion:** Approve supplemental budget of \$3,420 for Plumas County Literacy, Contribution from Other Agency (Department 20675), and increase budgeted amounts in expenditure accounts 521800, 524510, and 529551 for FY 2012-2013, **Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Goss.

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

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

### **C. DISTRICT ATTORNEY – David Hollister**

Approve the hiring of three new employees in the District Attorney's office at a "C" Step retroactive to date of hire. Discussion and possible action

**Motion:** Approve the hiring of three new employees in the District Attorney's office at a "C" Step retroactive to date of hire (Deputy District Attorney; Community Care Case Manager; Legal Services Assistant), **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Goss.

**Vote:** Motion passed (**summary:** Yes = 3, No = 2, Abstain = 0).

**Yes:** Supervisor Goss, Supervisor Simpson, Supervisor Swofford.

**No:** Supervisor Kennedy, Supervisor Thrall.

**D. PUBLIC WORKS** – Robert Perreault

Authorize a short-term loan to the Grizzly Ranch CSD, not to exceed \$25,000 to be repaid in FY 2013-2014. Discussion and possible action

**Motion:** Authorize a short-term loan to the Grizzly Ranch CSD, not to exceed \$25,000 to be repaid in FY 2013-2014; and loan to include the “pooled interest rate” as discussed, **Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Simpson.

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

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

**E. COUNTY COUNSEL** – Craig Settemire

Discussion, action and/or possible direction to staff regarding: 1) Designation of “Privacy Officer” and “Security Officer” as required by the federal Health Insurance Portability and Accountability Act (“HIPAA”) in the absence of a County Administrative Officer (CAO); and 2) Amendment of the Plumas County “HIPAA Security Rule Policies and Procedures” which designates the CAO as the HIPAA Privacy Officer and Security Officer

Following discussion, Supervisor Goss agrees to meet with department heads that may fit the designation of “Privacy Officer” and “Security Officer” and return to the Board with a recommendation. This matter is continued to September 10, 2013.

**5. 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 submitted, **Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Goss.

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

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

**A. BOARD OF SUPERVISORS**

Approve request of Indian Valley Big Time Committee for standing fee waiver for use of the Taylorsville Campground for annual event (Indian Valley Mountain Maidu “Traditional Big Time”)

**B. PUBLIC HEALTH AGENCY**

1) Approve and authorize the Chair to sign various agreements related to the Ryan White Program for FY 2013-2014:

• ASUR Volunteer Services	\$900
• Brown, Rhonda R.N.	\$5,906
• Great Northern Corporation	\$41,751
• Lassen County Public Health	\$11,318
• Modoc County Public Health	\$2,250
• Sierra County Human Services	\$2,741

2) Approve and authorize the Chair to sign Non-Sup-plantation Certification Form from the California Department of Health, Emergency Preparedness Office for FY 2013-2014 Public Health Preparedness Program

**C. PUBLIC WORKS**

Request for exemption from the 60-day limit for Extra Help at La Porte

**D. MENTAL HEALTH**

- 1) Approve and authorize the Chair to sign JPA Agreement and application for Region 2-K12 Statewide Mental Health Initiative. Approved as to form by County Counsel. **At the request of County Counsel, this matter is removed from the agenda.**
- 2) Approve and authorize the Director of Mental Health to sign contract with Dignity Health formerly CHW Medical Foundation, a California Corporation for Inpatient Mental Health Services. Approved as to form by County Counsel
- 3) Approve and authorize the Director of Mental Health to sign contract with County of Butte for Inpatient Mental Health Services. Approved as to form by County Counsel

**NOON RECESS**

**AFTERNOON SESSION**

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

**6. 1:30 P.M. BOARD OF SUPERVISORS**

- A. Report and update by Budget Consultant on the FY 2013-2014 Budget. Discussion and possible action
- B. Proposed FY 2013-2014 Budget: Meeting with various county department heads. Discussion and possible action

**Assessor – Charles Leonhardt**

Request for an additional \$5,000 in Other Wages for extra-help employees.

The Board agrees to consider the request during budget hearings.

**Human Resources – Gayla Trumbo**

In addition to the status quo budget submitted, Gayla Trumbo, Director of Human Resources requests the Board consider a 1.0 FTE Analyst position for her department. Ms. Trumbo believes it is crucial at this time to have a full time employee to focus on the very complex upcoming Affordable Care Act.

The Board agrees to consider the request during budget hearings.

**Information Technology – Dave Preston**

Dave Preston, Information Systems Manager provides the Board with a handout for discussion.

Discussion is held regarding “Additional Projects for Consideration” as follows:

- NAS Central Backup \$3,500
- Pentamation Server Replacement \$7,500
- Board Room Video Upgrade \$5,687

At the request of Supervisor Thrall, Mr. Preston provides the Board with information for live streaming video of Board meetings. Supervisor Thrall offers to purchase the video camera if determined the budget is able to fund the live streaming program.

The Board agrees to consider the additional projects as discussed during budget hearings.

**Clerk/Recorder/Elections** – Kathleen Williams  
Kathleen Williams, Clerk/Recorder is present and addresses the Board.

Ms. Williams provides the Board with a handout for discussion. Ms. Williams believes that revenue generating departments should be able to restore full time service to the public and eliminate furloughs.

Following discussion, the Board receives and files the information submitted.

**Facility Services** – Donald Sawchuk  
Donald Sawchuk, Director of Facility Services is present and addresses questions of Board members.

Discussion is held regarding proposed fixed assets.

The Board agrees to consider the additional fixed assets as discussed during budget hearings.

## **7. CLOSED SESSION**

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

- A. Personnel: Public employee performance evaluation – Director of Child Support Services
- B. Personnel: Public employee performance evaluation – Director of Mental Health
- C. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (b) of Government Code Section 54956.9
- D. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit

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

- A. Personnel: Public employee performance evaluation – Director of Child Support Services  
**There was no reportable action taken.**

- B. Personnel: Public employee performance evaluation – Director of Mental Health  
**There was no reportable action taken.**

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

**This matter was not addressed.**

- D. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit

**There was no reportable action taken.**

## **ADJOURNMENT**

Adjourned meeting to Tuesday, September 03, 2013, Board of Supervisors Room 308, Courthouse, Quincy, California.

***2013 “The Year of the Child”***