



BOARD OF SUPERVISORS

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

**AGENDA FOR REGULAR MEETING OF FEBRUARY 18, 2014 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

www.countyofplumas.com

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**

PLEDGE OF ALLEGIANCE

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.

DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS

Brief announcements by, or brief reports on their activities by County Department Heads

ACTION AGENDA

Convene 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

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

2. BOARD OF SUPERVISORS

- A. Approve and authorize the Chair to execute Memorandum of Understanding between the Plumas Superior Court and the County of Plumas for FY 2013-2014. Approved as to form by County Counsel
- B. Correspondence
- C. Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations
- D. Appointments

QUINCY DESIGN REVIEW COMMITTEE

Appoint Scott Satterlee and Johnny Mansell to the Quincy Design Review Committee

3. **DEPARTMENTAL MATTERS**

A. **EMERGENCY SERVICES** – Jerry Sipe

Report and update of accomplishments and planned activities of the Office of Emergency Services and the Fire Prevention Specialist

B. **SHERIFF** – Greg Hagwood

- 1) Approve and authorize the Sheriff to execute Lease Agreement with Plumas Communications for vault and tower space on Beckwourth Peak. Approved as to form by County Counsel. Discussion and possible action
- 2) Approve and authorize the Sheriff to execute Service Agreement with Plumas-Sierra Telecommunications for sharing microwave and fiber optic systems. Approved as to form by County Counsel. Discussion and possible action
- 3) Approve and authorize Auditor to pay lodging expenses from Sheriff Investigations account 70330-526100 of \$71.94 to Ranchito Motel. Approved as to form by County Counsel. Discussion and possible action

C. **DISTRICT ATTORNEY** – David Hollister

- 1) Approve and authorize the District Attorney to sign Agreement for Professional Services with Cathy Rahmeyer of High Sierra Grants of \$10,000 to obtain grant funding for Alternative Sentencing Program. Approved as to form by County Counsel. Discussion and possible action
- 2) Approve FY 2013-2014 mid-year budget adjustment of \$37,970 from Regular Wages to Salaries and Benefits line items to cover costs for District Attorney 70301 Fund 0001D. Discussion and possible action
- 3) Approve FY 2013-2014 mid-year supplemental budget increase of \$40,458 for Alternative Sentencing 70307 Fund 0001D (AB109). Discussion and possible action
- 4) Approve FY 2013-2014 mid-year supplemental budget reduction of \$12,311 for Anti-Drug Abuse 70302 Fund 0001D (Grant Award Reduction). Discussion and possible action

D. **PUBLIC HEALTH AGENCY** – Mimi Hall

- 1) Adopt **RESOLUTION** amending the 2013-2014 County Position Allocation for Public Health Budget Units 70560, 70561 and 70566 (1.0 FTE Administrative Assistant I/II or Fiscal Technical Assistant I/II/II or Office Assistant I/II/III in Budget Unit 70560; and Health Education Coordinator I/II or Health Education Specialist or Community Outreach Coordinator as follows: .10 FTE Budget Unit 70560; .40 FTE Budget Unit 70561, and .50 FTE in Budget Unit 70566). **Roll call vote**
- 2) Authorize the Department of Public Health to fill vacant, funded and allocated 1.0 FTE Administrative Assistant I/II or Fiscal Technical Assistant I/II/II or Office Assistant I/II/III; and 1.0 FTE Health Education Coordinator I/II or Health Education Specialist or Community Outreach Coordinator; .75 FTE Head Cook and .75 FTE Assistant Cook. Discussion and possible action

E. **MANAGEMENT COUNCIL** – Donald Sawchuk

Executive Report for February 2014 – Plumas County Management Council

F. **PUBLIC WORKS** – Robert Perreault

- 1) Consider opportunities associated with the California Off-Highway Motor Vehicle Recreation Grant Program. Discussion, possible action and/or direction to staff
- 2) Adopt **RESOLUTION** amending Resolution No. 06-7318 approving the Application for Grant Funds for the California River Parkways Grant Program Under the Water Security, Clean Drinking Water, Coastal and Beach Protection Act of 2002 (Proposition 50). **Roll call vote**

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. SOCIAL SERVICES

Approve and authorize the Director of Social Services and the Director of Mental Health to execute Memorandum of Understanding between the Department of Social Services and the Department of Mental Health for services to recipients of CalWORKs financial assistance and their families; and authorize the Director of Social Services and the Director of Mental Health to execute extensions of the MOU subject to the availability of CalWORKs/TANF funds. Approved as to form by County Counsel

B. SHERIFF

Approve and authorize the Chair and Sheriff to execute contract extension with Washoe County Medical Examiner and Coroner's Office for FY 2013-2014. Approved as to form by County Counsel

C. FACILITY SERVICES & AIRPORTS

Approve and authorize the Chair to execute Relay Site Lease Agreement for Virgil's Peak with Digital Path. Approved as to form by County Counsel

NOON RECESS

5. 1:30 P.M. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

- A. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9
- B. Conference with Legal Counsel: Initiation of litigation pursuant to Subdivision (c) of Government Code §54956.9 (one case)
- C. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d) (1) of Government Code §54956.9 – High Sierra Rural Alliance v. County of Plumas, Plumas Superior Court Case No. CV14-00009
- 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)

ADJOURNMENT

Adjourn meeting to Tuesday, March 04, 2014, Board of Supervisors Room 308, Courthouse, Quincy, California.



Plumas County Office of Emergency Services

270 County Hospital Road #127
Quincy, California 95971

Phone: (530) 283-6332
Fax: (530) 283-6241

3A

Date: February 7, 2014
To: Honorable Board of Supervisors
From: Jerry Sipe
RE: Agenda Item for February 18, 2014

Recommendation: Receive the update, report of accomplishments and planned activities of the Office of Emergency Services and the Fire Prevention Specialist.

Background and Discussion: As the Board is aware, Sue McCourt is serving under contract as the county's Fire Prevention Specialist. Funded through Title III, her scope of work includes a wide range of Firewise and Community Wildfire Protection Planning duties and activities.

Thanks to her help, Plumas County has made great strides in wildfire planning and preparedness. The attached report summarizes her accomplishments for the past few months. Additionally, the Office of Emergency Services is planning a community-wide wildfire exercise later this spring with the Plumas National Forest, Meadow Valley Fire Department, Plumas County Sheriff's Office, Public Works, Public Health, the American Red Cross, Search and Rescue, Radio Amateurs and others to help responders and the community be better prepared for the upcoming fire season.

At this time the Board is invited to ask questions of staff and receive this report of accomplishments.

If you have any questions, please do not hesitate to contact me at 283-6367.

Thank you.

Enclosure

Summary of Activities and Accomplishments July 2013- January 2014
Fire Prevention Specialist

Provide assistance to Fire Protection Districts in Plumas County:

- Continued discussions with area fire districts on outreach and education opportunities to communities interested in annexation to fire districts.

FIREWISE activities:

- Continued outreach to potential communities for FIREWISE program participation through local residents, Fire Chiefs and key community leaders.
- Completed and distributed the 2013 Plumas County Preparedness and Evacuation Plan.
- Worked closely with area Fire Responders and County GIS Specialist to complete the Lake Davis Highlands, Greenhorn and Mohawk Vista area specific Wildfire Evacuation Maps.
- Participated in an interagency Community Assessment of FIREWISE Community Whitehawk Ranch. Focus on fuels management projects and community wildfire preparedness.
- Provide technical assistance jointly with Plumas Firesafe Council to Fire Chief Roy Carter, Greenhorn CSD as they proceed with FIREWISE Community certification.
- Presentation to Bucks Lake Homeowners on community preparedness, defensible space and evacuation planning.
- Composed feature articles for area newspapers on FIREWISE and defensible space. Participated in interviews on fire season preparedness with area newspaper reporters.
- Met with residents in Mohawk Vista to discuss community wildfire preparedness, out of fire district issue and defensible space. Completed Wildfire Evacuation Plan with Ed Ward, Graeagle Fire Chief and local residents.
- Coordinating FIREWISE educational activities with CAL FIRE upcoming PRC 4291 inspection program.
- Coordinating FIREWISE Educational activities and OES support for for the 2014 Meadow Valley Wildland Fire Drill scheduled in June.
- Continued contact and support as requested to Plumas County FIREWISE Communities.

Continued implementation of action items in Communication Plan: Fire Protection in Plumas County- Public Education and information relating to residents residing outside a Fire District.

- Attended Fire Board Training session in Graeagle. Presented updates on out of fire district issue, LAFCo interaction for annexations and document: *Communication Plan Fire Protection in Plumas County: Public Education and information relating to residents residing outside of a Fire District.*
- Attended LAFCo meeting discussing Fire District SOI updates and cost reductions for group annexations.



GREGORY J. HAGWOOD
SHERIFF/CORONER


Office of the Sheriff

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

DATE: Feb. 6, 2014

TO: Honorable Board of Supervisors

FROM: Sheriff Gregory Hagwood 

RE: Agenda Item for the meeting of Feb. 18, 2014

Recommended Action:

Review and authorize the Sheriff to sign a service agreement with Plumas Communications for tower and vault space on Beckwourth Peak.

Background and Discussion:

The Sheriff's Office has installed a microwave system for its operational needs and now occupies space on Beckwourth Peak. This contract covers the lease costs at Beckwourth Peak payable to Plumas Communications. Ultimately the license fee of \$950.00 per month will be paid by Plumas Sierra Telecommunications as part of a services agreement with that entity that your Board is reviewing at this same meeting.

The agreement is standard for communication sites and has been reviewed and approved as to form by County Counsel

LICENSE

This LICENSE, made and entered into this 1st day of July, 2013, by and between Ernest H. Zebal, Jr. dba PLUMAS COMMUNICATIONS of Reno, Nevada, hereinafter called "Licensor," and PLUMAS COUNTY SHERIFF'S DEPARTMENT of Quincy, California, hereinafter called "Licensee".

WITNESSETH:

That for and in consideration of the mutual promises, covenants and agreements hereinafter mentioned, the parties hereto agree as follows, to-wit:

1. PREMISES:

Licensor agrees to License to Licensee and Licensee agrees to hire from the Licensor a portion of that certain real property situate, lying and being on Beckwourth Peak, County of Plumas, State of California, including TWO (2) cabinet spaces in a building, said property being located on private land. A cabinet space is 24 inches wide by 24 inches deep by 42 inches high and may consist of radio receiving and transmitting equipment. Anything in excess of these dimensions will be considered an additional cabinet space. All transmitters, receivers and power supplies are to be in enclosed cabinets. All transmitters shall be equipped with dual port isolators. No modifications or additions will be performed without the written permission of Licensor, such permission not to be unreasonably withheld. Any modifications or additions done without permission will be considered a breach of your License Agreement.

2. TOWER/ANTENNAS:

Licensee shall have the use of space to mount ONE (1) 3' microwave dish on a wooden telephone pole pointed to Black Mountain, ONE (1) 2' microwave dish on the 70' tower pointed to Portola and ONE (1) 6' microwave dish on the 70' tower pointed to Claremont Ridge. Licensee will transmit on microwave frequencies. Transmission lines, antennas and mounting brackets shall be provided by Licensee. Transmission lines shall be of the heliax-type hard cable and installed in a professional manner. There will be no coaxial cables installed, except the double shielded types. All antennas and transmission lines will be securely fastened in place and bonded to a common ground. The FCC tower registration number is 1238747. The latitude is 39-46-9.0N and the longitude is 120-26-8.0W. All coordinates are based on NAD 83. The AMSL is 2240.2 meters and the tower height (overall) is 33.5 meters. No other antennas or transmission line(s) will be installed without written permission by Licensor, such permission not to be unreasonably withheld. Any modifications or additions done without permission will be considered a breach of your License Agreement.

In the event this radio facility currently or in the future qualifies or is required to be marked for aviation safety, Licensor acknowledges that it shall comply with its obligations and shall be responsible for correcting any violations imposed under Section 303 of the Communications Act of 1934, as amended (47 U.S.C. 303) as prescribed by the FCC.

3. TERM:

This License shall be for a term of FIVE (5) YEARS, commencing upon execution of this license and shall automatically renew at the end of the Term for additional FIVE YEAR terms until terminated. Either party may terminate this agreement by giving the other party ninety (90) days prior written notice of its intent to terminate.

4. LICENSE FEE:

Licensee shall pay to Licensor as a monthly license fee for the license the sum of NINE HUNDRED FIFTY DOLLARS (\$950.00) per month, for 2 cabinet spaces and 3 microwave dishes. Commencing on the first day of the second year of the license term, the license fee shall increase FOUR (4%) annually for each year of the license term, including any extended term. Said increases shall be rounded to the nearest dollar. License fees shall be paid to Licensor monthly, in advance, on or before the first day of each month at Licensor's office in Reno, Nevada, or as designated by Licensor.

5. RIGHT OF USE:

Licensor shall allow Licensee to use the premises in an "as is" condition upon the execution of this License. One building key or card access will be provided. If additional keys or cards are required, Licensee shall pay a non-refundable fee of \$15.00 per key. Licensor further grants to Licensee the non-exclusive right for ingress and egress, seven (7) days a week, twenty-four (24) hours a day, on foot or motor vehicle.

6. TAXES:

Licensee shall pay all taxes levied or assessed against any and all Licensee improvements or personal property upon the demised premises. Licensee shall also pay any taxes, fees or assessments relating to Licensee's use.

7. MAINTENANCE:

Licensee shall maintain in good order, condition and repair, except for reasonable use and wear and damage due to fire and other casualty, that part of the premises used solely by Licensee. If Licensor deems, and repairs or maintenance or cleanup is necessary, it may demand that Licensee make them immediately, in writing; if Licensee refuses or neglects to commence such repairs, within thirty (30) days, and complete them, Licensor may cause such repairs to be made and Licensee shall immediately, on demand pay the Licensor the cost of the repairs.

Licensor shall be responsible for the maintenance of the roof and building structure of the demised premises.

8. INSURANCE:

It is understood and agreed that Licensor shall not be liable for any damage or injury to any person or persons or property occurring or arising upon the demised premises from any cause whatsoever, except when due to negligence of Licensor, and Licensee hereby agrees to keep safe and harmless the said Licensor from any suit or claim for damage or injury sustained upon the premises resulting from Licensee's use and occupancy. Licensor shall be insured for commercial general liability for a minimum of \$1,000,000.00, vehicle insurance minimum of \$35,000.00 and workers compensation in accordance with California state law. Licensee covenants and agrees that it will maintain and pay its own insurance, commercial general liability for a minimum of \$1,000,000.00, vehicle insurance minimum of \$35,000.00 and workers compensation in accordance with California state law.

9. USE:

Licensee will comply with all laws, ordinances, and regulations respecting Licensee's occupancy of the premises or their use, specifically including rules and regulations of the Federal Communications Commission, the State of California and Plumas County and shall not use or permit use of the premises for any purpose other than the operation of its radio communications equipment. Licensee shall be responsible for obtaining necessary permits and/or licenses for operation of its radio from the Federal Communications Commission.

Licensee agrees that the installation of any radio equipment, licensed or un-licensed will not cause harmful interference to existing radio users at the site. If any interference is reported to Licensor or to an existing site user, the interference shall be corrected within five (5) days or transmission will cease until the interference is corrected.

10. UTILITIES:

Licensor shall make arrangements and shall be responsible for and shall pay for all electricity used by the Licensee.

11. SURRENDER:

Upon termination of the tenancy, Licensor shall have the right to require Licensee to restore the premises to the condition as it existed at the time Licensee took possession hereunder, reasonable wear and tear excepted. Licensee shall remove all Licensees' equipment upon termination of this License. Any equipment not removed within THIRTY (30) DAYS of termination shall become the property of the Licensor.

12. ASSIGNMENT:

Licensee may assign this License to a parent, affiliate, subsidiary or successor-in-interest without Licensor's consent. Licensor shall be notified, in writing, within THIRTY (30) DAYS of such assignment. No other assignment of this License, except as written above, shall be made without prior written consent of the Licensor, such consent not to be unreasonably withheld.

13. DESTRUCTION:

In the event the building is substantially or completely destroyed without the fault on the part of the Licensee, Licensee shall have the right to locate in another building on said same mountain until the Licensor reconstructs its building. No license fee shall be paid to Licensor during this period of time.

14. BANKRUPTCY:

The filing of a petition by or against Licensee, for adjudication as bankrupt, or the making of any assignment for the benefit of creditors, or the appointment of a receiver or trustee, shall constitute a default by the Licensee, unless involuntary and cured within sixty (60) days. Should Licensor elect to terminate the License, the License shall thereupon terminate and the Licensor may take possession of the premises and Licensee's trustee, receiver or assignee shall have no interest therein.

15. DEFAULT:

Non-payment of license fee, or default, or breach of any covenant, or abandonment of the premises, if not cured within thirty (30) days after written notice from Licensor thereof, shall be conditional termination of the License and shall entitle Licensor, at his option, either:

- (a) to hold Licensee to the agreed license fee, or
- (b) to terminate the License and Licensee's right to use the premises, and recover damages measured by the difference between the balance of license fees due or to become due and the fair license fee value actually obtainable for the premises for the damages, expenses, costs and a reasonable attorney's fee and all such damages to be recoverable in full immediately and not deferred until the expiration of the term.

It is understood and agreed that said right of re-entry shall be cumulative and shall not preclude the right of the Licensor to proceed with any other available legal remedy.

16. WAIVER:

It is understood and agreed that a failure on the part of the Licensor to declare this License terminated for default by the Licensee in any one or more of the covenants will not be considered or construed as a waiver of such rights of any further or future defaults on the part of the Licensee.

17. HAZARDOUS MATERIALS:

Licensor agrees to indemnify and hold harmless Licensee, its successors and assigns, from any and all liability, loss or expense (including attorney's fees), whether now existing or arising, in connections with any federal or state statute, law, ordinance, regulation or judgment related to the existence, disposal or release of contaminants or pollutants on said premises.

Licensor warrants and represents that to his/her/its knowledge, no hazardous materials, including asbestos, have been disposed of or placed on the property.

Licensee will indemnify and hold harmless Licensor from and against any and all liability, loss or expense (including attorney's fees) in connection with any federal or state statute, law, ordinance, regulation or judgment related to the existence, disposal or release of contaminants or pollutants brought onto said premises by Licensee. These covenants shall survive the termination of this License.

18. FEDERAL COMMUNICATIONS COMMISSION APPROVAL:

This License may be terminated by Licensee, with no further liability, if Licensee is unable to secure the necessary licenses, permits or other required authorization from the Federal Communications Commission or any other body having authority over Licensee's operation at the premises.

19. NOTICES:

Any notice or demand required to be given hereunder shall be made by certified or registered mail, return receipt requested or by a reliable overnight courier to the address set forth below:

LICENSOR: Plumas Communications
P.O. Box 61076
Reno, NV 89506-0021

LICENSEE: Plumas County Sheriff's Department
Attention: Michael Grant, Deputy Sheriff
1400 E. Main St.
Quincy, CA 95971

Either party may from time to time designate any other address for this purpose by written notice to the other party.

20. SUCCESSION:

This License shall be binding upon the successors and assigns of the parties, subject to the conditions of assignments.

21. TIME:

Time shall be of the essence of this Agreement.

DATED the day and year first above written.

LICENSOR:

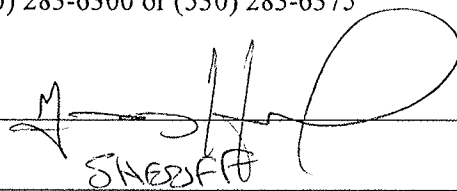
PLUMAS COMMUNICATIONS
P.O. BOX 61076
RENO, NEVADA 89506-0021
(775) 972-7500

By: _____

TITLE

LICENSEE:

PLUMAS COUNTY SHERIFF'S DEPARTMENT
1400 E. MAIN ST.
QUINCY, CALIFORNIA 95971
(530) 283-6300 or (530) 283-6375

By:  _____

TITLE

Approved as to form:

 Deputy, 1/23/13
COUNTY COUNSEL




GREGORY J. HAGWOOD
SHERIFF/CORONER

Office of the Sheriff

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

3B2

DATE: Feb. 6, 2014
TO: Honorable Board of Supervisors
FROM: Sheriff Gregory Hagwood 
RE: Agenda Item for the meeting of Feb. 18, 2014

Recommended Action:

Review and authorize the Sheriff to sign a service agreement with Plumas Sierra Telecommunications for sharing of microwave and fiber optic systems.

Background and Discussion:

The Sheriff's Office and Plumas Sierra Communications have been in discussions for some time in combining and sharing resources. The Sheriff's Office has recently installed a comprehensive microwave system throughout the County that is capable of carrying large amounts of data. At the same time, Plumas Sierra has installed a fiber optic system in the southern and eastern parts of the County.

For Plumas Sierra to complete their project and meet their grant funding guidelines, they must have an alternative route to back up their installed fiber optic broadband system. The Sheriff's Office microwave project fills that need.

In exchange for use of all excess bandwidth not needed for Sheriff's Office operations, Plumas Sierra will install fiber optic connections at the Sheriff's Office, the jail and the Portola Substation at no re-occurring cost. They will also provide a fiber link to Lassen County So and provision a 10mb internet connection for use throughout the Sheriff's Office system. Plumas Sierra will also take on all responsibility for on-gong costs for maintenance and rents/leases.

The Sheriff's Office will benefit greatly from this relationship by expanding our capability and getting services at no re-occurring cost saving tens of thousands of dollars per year. The agreement has a clause for reviews and renewals every five years. The agreement has been approved as to form by County Counsel.

Due to the length of the agreement only one copy is being provided to the Clerk of the Board for review.

Telecommunication Services Agreement

This agreement between the Plumas County Sheriff's Office (PCSO), and Plumas-Sierra Rural Electric Cooperative and Plumas-Sierra Telecommunications (jointly referred to herein as "Plumas-Sierra") is made and entered into as of the 1st day of January 2014 (Agreement).

RECITALS

WHEREAS, Plumas-Sierra and PCSO desire to work together on Telecommunication services to provide reliable back-up and reduced costs for both entities;

WHEREAS, PCSO has received a grant to install a licensed microwave system to provide reliable communications for emergency services in the region;

WHEREAS, Plumas-Sierra has the ability to maintain microwave systems, and also has the need for a back-up system for its Fiber-Optic system;

THEREFORE, Plumas-Sierra and PCSO agree to the following:

TERMS

1. Under this Agreement, PCSO shall have the following rights and obligations:

(a) Install the microwave equipment described on Attachment A hereto at the following locations:

Black Mountain, in the Plumas-Sierra space, subject to approval by the California Highway Patrol.

Claremont Peak subject to USFS Cooperation;

Radio Hill;

Mt. Hough.

Dyer Mountain

Beckwourth Peak.

Sheriff's Office in Quincy

A future planned co-location site on the Grade between Greenville and Crescent Mills (if built by PCSO).

(b) At each microwave equipment installation location, as needed and mutually determined as necessary, PCSO shall provide sufficient rack space (example - 6 RU) to deploy a standard

Cisco (or equivalent) switch equipment and any additional equipment needed for the addition of Polarity B to any PCSO microwave equipment, if 6 RU is available at the site. If 6 RU of rack space is not available, PCSO and PSREC will work together in good faith to solve any space issues, and both parties acknowledge that there are locations where there is not rack space available.

- (c) PCSO will maintain said equipment in good working condition, and use reasonable efforts to repair or reset said equipment in the case of outages or discontinuation of service.
- (d) PCSO, within 30 days of this agreement, will provide Plumas-Sierra with accepted methods to obtain 24-Hour access where allowed to all sites. For sites where 24-hour access by Plumas-Sierra is not possible, PCSO will work to establish a protocol for rapid access to remote sites such as Claremont.
- (e) PCSO will acquire microwave licenses for one polarity (Polarity A) on all equipment and will reasonably cooperate with Plumas-Sierra to expand that license so that Plumas-Sierra sees increased bandwidth on said polarity (Polarity A) to the maximum technologically available. Plumas-Sierra will be responsible for all permitting on expanding bandwidth (if possible) on Polarity A. For sites where both polarities are in use prior to this agreement, said polarities will be considered "Polarity A" for the purposes of this agreement. All licensing shall be consistent with existing lease agreements.
- (f) PCSO will allow Plumas-Sierra to install a second polarity (Polarity B) on all radios that do not currently have two polarities, at Plumas-Sierra's cost, and this second polarity is for the sole usage of Plumas-Sierra and does not apply to sites where both polarities are already in use prior to this agreement. PCSO will allow access to all necessary equipment to accomplish this installation.
- (g) PCSO will not sell capacity, trade or allow use of their system by any other telecommunications provider. Estimated current bandwidth requirements by PCSO is 10 Mbs, with spikes of up to 100 Mbs to be expected. PCSO will work with Plumas-Sierra to keep PCSO average usable radio bandwidth on the links to under 50 Mbs on the radio link. All excess bandwidth on polarity A shall be available exclusively to Plumas-Sierra, however this does not constitute any maximum bandwidth requirement.

2. Plumas-Sierra will have the following rights and obligations:

- (a) Plumas-Sierra will provide back-up coverage for repair of microwave equipment for PCSO if PCSO does not have personnel to restore service. However, under no circumstance will

Plumas-Sierra be obligated to provide such back-up coverage in unsafe conditions caused by bad weather.

(b) Plumas-Sierra will in good faith will assist in the maintenance and repair of the joint system. Plumas-Sierra is responsible for costs associated with maintenance and repairs performed by third party contractors, who shall be hired by mutual agreement of the parties. PCSO will provide staff labor and replacement equipment as available. Plumas-Sierra and PCSO will work together to reduce the use of contractors where possible.

(c) Plumas-Sierra shall install second polarity (Polarity B) on radios that do not currently have two polarities, and will coordinate this activity with PCSO.

(d) Plumas-Sierra shall have exclusive usage of all surplus capacity on Polarity A. Under this Agreement, "surplus capacity" means that traffic or data not required for public safety (law enforcement, fire, search and rescue).

(e) Plumas-Sierra will provide, at no re-occurring cost, a 200 Mbs transport fiber-optic link between the Portola Sheriff's Substation and the main Sheriff's Office in Quincy. Plumas-Sierra is under no obligation to provide redundant service for the 200 Mbs fiber-optic link. Plumas Sierra will provide, at no re-occurring cost, 10 Mbs internet bandwidth via the fiber-optic link at the Sheriff's Office in Quincy. As Plumas-Sierra expands its system and connects to the Lassen County Sheriff's office, Plumas-Sierra and PCSO will work together in good faith to develop fiber-optic connections for public safety communications and redundancy between the main Sheriff Facility in Quincy and the main Sheriff's Office facility in Lassen County. The transport link will be used exclusively for public safety. The no-cost monthly re-occurring charges (MRC) excludes any non-reoccurring charges (NRC) associated with construction of line extension to the Lassen Sheriff's Office if it occurs and any Telecommunications taxes and surcharges.

(f) Plumas-Sierra shall pay the rent for all subject locations that require a lease from a third-party. In the event a lease at a subject location comes up for renewal and the third-party proposes to increase the rent above what Plumas-Sierra believes in good faith to be commercially reasonable, Plumas-Sierra and PCSO shall negotiate with the third party to secure a renewal rent that is commercially reasonable. If the third-party refuses to offer a commercially reasonable renewal rent, in Plumas-Sierra's good faith discretion, Plumas-Sierra and PCSO shall negotiate in good faith a cost-sharing plan or alternative site location. If Plumas-Sierra and PCSO are unable to come to a good faith resolution of this dispute, Plumas-Sierra shall in its sole discretion choose to either (1) pay the offered renewal rent, or (2) remove its equipment from the disputed site on or before the lease expiration date and relinquish its right to use bandwidth on the Sheriff's equipment at the disputed site.

"Plumas-Sierra shall have the option of declining to pay the rent at the future planned co-location site at the Grade between Greenville and Crescent Mills (if built by PCSO), and thereby relinquishing any rights to use the bandwidth on the Sheriff's equipment at that site, if Plumas-Sierra believes the rent to be charged at that site is not commercially reasonable.

3. PCSO and Plumas-Sierra will give each other 48 hours written notice (via fax, hand delivery, mail, or equivalent technology) in advance of performing any service affecting maintenance or operations of any equipment in the shared network. Each party will give reasonable notice and accommodations for such work (i.e. moving work by one day to avoid service interruptions.)

4. Notice to PCSO will be delivered to 1400 East Main Street, Quincy, CA 95971 and via fax to (530) 283-6344. Notice to Plumas-Sierra will be mailed to 73233 Hwy 70 Portola, CA (96122) and via fax to (530) 832-5761 or email PSTNOC@psrec.coop.

5. This Agreement is subject to the approval of modifications to the Plumas-Sierra lease on Black Mountain by the California Highway Patrol, including the addition of one additional dish (radio) that can provide backup for the Plumas-Sierra Fiber-Optic system. As conditions and technologies change, both parties agree to cooperate to mitigate any impact on the system.

6. The term of this Agreement shall be five (5) years. After the initial five year period the parties may negotiate a successor agreement for an additional five year term. Prior to the end of any five year agreement period, this document will be reviewed for appropriateness and necessary changes added or deleted before a new five year agreement is signed. At the end of the Agreement, and if there is no successor Agreement, each entity shall remove its equipment from the other's owned or leased space. Leased space is defined as any space for which any party is listed as the named tenant in the lease agreement.

Either party can provide the other one hundred and eighty (180) day notice to withdraw from this agreement and the covenants contained there-in.

7. Each party to this Agreement hereby indemnifies, defends, protects and holds harmless the other party, its employees, officers, directors, agents, shareholders and Affiliates, from and against, and assumes liability for any injury, loss or damage to any person, tangible property or facilities of any person or entity (including reasonable attorneys' fees and costs) to the extent arising out of or resulting from:

- (a) Either (i) the negligent or willful acts or omissions of that party or its officers, employees, agents, or invitees (its representatives) or (ii) other acts and omissions by

that party or its representatives constituting a material breach under this Agreement;
or

(b) Any claims, liabilities or damages arising out of any violation of any regulation, rule, statute or court order of any local, state, federal governmental agency, court or body in connection with its performance under this Agreement.

8. The parties shall provide evidence of adequate liability insurance appropriate for the extent and variety of potential liability claims that can be reasonably expected to arise from the cooperative services contemplated in this Agreement, and shall name each other as an additional insured to the extent practicable. The minimal acceptable insurance coverage is as follows: Plumas Sierra agrees to maintain the following insurance coverage throughout the term of this Agreement:

Commercial general liability (and professional liability, if applicable to the services provided) coverage, with minimum per occurrence limit of the greater of (i) the limit available on the policy, or (ii) one million dollars (\$1,000,000).

Automobile liability coverage (including non-owned automobiles), with minimum bodily injury limit of the greater of (i) the limit available on the policy, or (ii) two-hundred fifty thousands dollars (\$250,000) per person and five hundred thousand dollars (\$500,000) per accident, as well as a minimum property damage limit of the greater of (i) the limit available on the policy, or (ii) fifty thousand dollars (\$50,000) per accident.

Each policy of commercial general liability (and professional liability, if applicable to the services provided) coverage and automobile liability coverage (including non-owned automobiles) shall meet the following requirements:

Each policy shall be endorsed to name the County, its officers, officials, employees, representatives and agents (collectively, for the purpose of this section 8, the "County") as additional insureds.

The Additional Insured endorsement shall be at least as broad as ISO Form Number CG 20 38 04 13; and

All coverage available under such policy to Plumas-Sierra, as the named insured, shall also be available and applicable to the County, as the additional insured; and

All of Plumas-Sierra's available insurance proceeds in excess of the specified minimum limits shall be available to satisfy any and all claims of the County, including defense costs and damages; and

Any insurance limitations are independent of and shall not limit the indemnification terms of this Agreement; and

Plumas-Sierra's policy shall be primary insurance as respects the County, its officers, officials, employees, representatives and agents, and any insurance or self-insurance maintained by the County, its officers, officials, employees, representatives and agents shall be in excess of the Plumas-Sierra's insurance and shall not contribute with it, and such policy shall contain any endorsements necessary to effectuate this provision. The primary and non-contributory endorsement shall be at least as broad as ISO Form 20 01 04 13; and

To the extent that Plumas-Sierra carries any excess insurance policy applicable to the work performed under this Agreement, such excess insurance policy shall also apply on a primary and non-contributory basis for the benefit of the County before the County's own primary insurance policy or self-insurance shall be called upon to protect it as a named insured, and such policy shall contain any endorsements necessary to effectuate this provision.

Workers Compensation insurance in accordance with California state law.

If requested by County in writing, Plumas-Sierra shall furnish a certificate of insurance satisfactory to County as evidence that the insurance required above is being maintained. Said certificate of insurance shall include a provision stating that the insurers will not cancel the insurance coverage without thirty (30) days' prior written notice to the County. County reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time. Plumas-Sierra shall require all subcontractors to comply with all indemnification and insurance requirements of this agreement, and Plumas-Sierra shall verify subcontractor's compliance.

If requested by Plumas-Sierra in writing, County shall furnish certificate(s) of insurance satisfactory to Plumas-Sierra as evidence that the insurance required above is maintained. Said certificate of insurance shall include a provision stating that the insurers will not cancel the insurance coverage without thirty (30) days' prior written notice to the Plumas-Sierra. Plumas-Sierra reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time. County shall require all subcontractors to comply with all indemnification and insurance requirements of this agreement, and County shall verify subcontractor's compliance.

9. General Provisions:

- (a) This Agreement, and each of the Parties' respective rights and obligations under this Agreement, shall be binding on and shall inure to the benefit of the Parties hereto and each of their respective permitted successors and assigns.
- (b) This Agreement shall be governed by and construed in accordance with the laws of the State of California without reference to its choice of law principles.
- (c) Nothing in this Agreement is intended to provide any legal rights to anyone not an executing Party of this Agreement.
- (d) The Parties and their respective counsel have reviewed this Agreement in its entirety and acknowledge that each has had a full opportunity to negotiate the terms of this Agreement. Therefore, the Parties waive any and all applicable common law and statutory rules of construction that any provision of this Agreement should be construed against the drafter of the Agreement.
- (e) This Agreement constitutes the entire and final agreement and understanding between the Parties with respect to the subject matter hereof and supersedes all prior agreements relating to the subject matter hereof which are of no further force or effect. This Agreement may only be modified or supplemented by an instrument in writing executed by each Party and delivered to the Party relying on the writing.
- (f) If any term, covenant or condition contained herein is, to any extent, held invalid or unenforceable in any respect under the laws governing this Agreement, the remainder of this Agreement shall not be affected thereby, and each term, covenant or condition of this Agreement shall be valid and enforceable to the fullest extent permitted by law.
- (g) This Agreement may be executed in one or more counterparts, all of which taken together shall constitute one and the same instrument.
- (h) Non-Appropriation of Funds. It is mutually agreed that if, for the current fiscal year and/or any subsequent fiscal years covered under this Agreement, insufficient funds are appropriated to make the payments called for by this Agreement or to fulfill the obligations imposed by this Agreement, this Agreement shall be of no further force or effect. In this event, the parties shall have no liability to pay any further funds whatsoever under this Agreement or furnish any other consideration under this Agreement and the parties shall not be obligated to make any further performance under this Agreement. If funding for any fiscal year is reduced or deleted for the purposes of this program, the PCSO shall have the option to either cancel this

Agreement with no further liability incurring to the PCSO, or offer an amendment to Plumas-Sierra to reflect the reduced amount available to the program, with Plumas-Sierra having the option to either accept the amendment or terminate this Agreement in its sole discretion. The parties acknowledge and agree that the limitations set forth above are required by Article XVI, section 18 of the California Constitution. Plumas-Sierra acknowledges and agrees that said Article XVI, section 18 of the California Constitution supersedes any conflicting law, rule, regulation or statute.

(i) No Agency, Joint Venture or other Relationship. The parties acknowledge that they will not hold themselves out as an agent, partner or co-venturer of the other and that this Agreement is not intended and does not create an agency, partnership, joint venture or any other type of relationship except the contract relationships established hereby.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first above written.

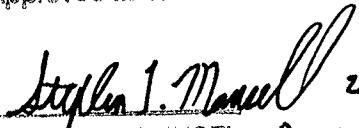
Greg Hagwood,
Plumas County Sheriff

Date

Bob Marshall,
General Manager
Plumas-Sierra Telecommunications
Plumas-Sierra Rural Electric Cooperative

Date

Approved as to form:

 2/3/14

COUNTY COUNSEL, Deputy

ATTACHMENT A

Plumas-Sierra will own the following equipment on, or attached to, PCSO equipment or property.

In addition, Plumas-Sierra will also be bringing standard drop fiber lines to PCSO's current Sheriff's Office in Quincy, the Plumas County Jail, and the Portola Substation. Conduit, and access, including any necessary encroachment permits and easements to be provided by PCSO or Plumas County.

Beckwourth Peak

- One GigaPLUS Indoor Unit – Model GIGAPLUS-IDU-1
- One ODU – High Power 11 GHz – Model HP-110490-SS
- One Combiner OMT H/V Antenna Mount 11 GHZ – Model OMC – 11-HP

Black Mountain

- One GigaPLUS Indoor Unit – Model GIGAPLUS-IDU-1
- TWO ODU – High Power 11 GHz – Model HP-110490-SS
- Two Combiner OMT H/V Antenna Mount 11 GHZ – Model OMC – 11-HP
- One Cisco 3560-X switch

Dyer

- One GigaPLUS Indoor Unit – Model GIGAPLUS-IDU-1
- One ODU – High Power 11 GHz – Model HP-110490-SS
- One Combiner OMT H/V Antenna Mount 11 GHZ – Model OMC – 11-HP

Radio Hill

- One GigaPLUS Indoor Unit – Model GIGAPLUS-IDU-1
- One ODU – High Power 18 GHz – Model HP-18-1560-3x
- One Combiner OMT H/V Antenna Mount 18 GHZ – Model OMC – 18-HP
- One Ericsson Minilink SP110
- And attached to that unit, One Cisco 3560-X switch

Claremont

One GigaPLUS Indoor Unit – Model GIGAPLUS-IDU-1
One ODU – High Power 18 GHz – Model HP-18-1560-3x
One Combiner OMT H/V Antenna Mount 18 GHZ – Model OMC – 18-HP

Quincy Sheriff's Office

One Ericsson Minilink SP110

Interconnection points PCSO – PST

Quincy

Sheriff's Office
Radio Hill (once PST system is built to there).

Portola

Beckwourth Peak (jumper between systems)
PSCO pole behind skate park.

Black Mountain - CHP Vault

Chester

Chester Substation (with egress by PST to community)

Greenville (when available)

Greenville PSCO Substation (egress by PST to community)

PCSO will own the following equipment:

Quincy

Two GigaPLUS Indoor Unit – Model GIGAPLUS-IDU-1




GREGORY J. HAGWOOD
SHERIFF/CORONER

Office of the Sheriff

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

3B3

Memorandum

DATE: February 4, 2014
TO: Honorable Board of Supervisors
FROM: Sheriff Greg Hagwood 
RE: Agenda Item for the meeting of February 18, 2014

Recommended Action:

Approve and authorize Auditor to pay lodging expenses from Sheriff Investigations account 70330-526100 in the amount of \$71.94 to Ranchito Motel.

Background and Discussion:

Lynn Engelbert, a specially trained dog handler from out of the area, was brought in to assist on an old missing person case - #67-3583 in Meadow Valley. Ms. Engelbert donated her time for this search & rescue mission, however, the length of time needed for the search required an overnight stay in Plumas County. The Sheriff is requesting approval to pay for the lodging expense.

COUNTY OF PLUMAS

STATE OF CALIFORNIA

ORIGINAL

VENDOR/

CLAIMANT **RANCHITO MOTEL**

VENDOR # _____

ADDRESS **2020 E. MAIN STREET**

CITY/ST./ZIP **QUINCY, CA 95971**

FUND # **0001S**

ACCOUNT OR CUSTOMER # OR DESCRIPTION	INVOICE NUMBER	CASH ACCOUNT	COUNTY DEPARTMENT	COUNTY ACCOUNT	AMOUNT DOLLARS & CENTS
PLUMAS CO SHERIFF	317	10100	70330	526100	\$71.94

Contract Attached Y/N ____

Sales Tax Journal Attached Y/N ____ # _____

Fixed Asset Form Attached Y/N ____

W/9 Form Attached Y/N ____

The undersigned, under penalty of perjury, states: That the above claim and the items as therein set out are true and correct; that no part thereof has been theretofore paid, and that the amount therein is justly due, and that the same is presented within one year after the last item thereof has accrued.

FIRM NAME _____

2/5/2014

DATE

BY _____

TITLE _____

SIGNATURE OF CLAIMANT/VENDOR

Auditor's Use Only		DEPARTMENT/DISTRICT APPROVAL:	
Vendor #		I hereby certify upon my own personal knowledge that the articles or services specified in the above claim were necessary and were ordered by me for the purpose indicated hereon; that the articles have been delivered or the services have been performed by the claimant as set forth with the exception noted.	
Audited			
Input			
Checked			
Date Stamp:			
		Claim is hereby approved for the sum of \$71.94	
		Signed _____	
		Title <i>ALS</i>	
		For Districts	
		District _____ If applicable: Second Signature _____	

Ranchito Motel

2020 E Main Street
Quincy, CA 95971
530-283-2265

Invoice

Date	Invoice #
1/24/2014	317

Bill to: QUINCY SHERIFF

ATTN: BILL ELLIOTT

283-6386

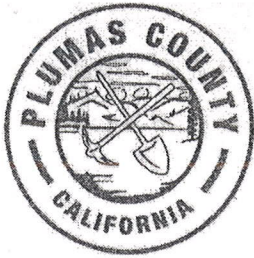
FAX 283-6344

ORIGINAL

Quantity	Description	Rate	Amount
1	Room for Lynn Engelbert Room rate \$66.00 plus TOT \$5.94 = \$71.94	71.94	71.94
		Total	71.94

Payable Upon Receipt**We thank you for your business!**

Please pay
from vendor
provided by
invoice
Rt



OFFICE OF THE DISTRICT ATTORNEY

David Hollister, District Attorney
520 Main Street, Room 404 · Quincy, California 95971
(530) 283-6303 · Fax (530) 283-6340

Date: February 18, 2014
To: Plumas County Board of Supervisors
From: David Hollister, District Attorney
Subject: Contract with High Sierra Grants for \$10, 000

Recommendation:

Approve a contract with Cathy Rahmeyer of High Sierra Grants for \$10,000 to obtain grant funding for the Alternative Sentencing Program.

Background and Discussion

In fiscal year 2013-14 the funding for the Alternative Sentencing Program (ASP) came from two sources: Drug Court Realignment from the Alcohol and other Drugs Program for \$93,202 and Community Corrections Partnership from AB109 funds for \$72,360. When Mimi Hall relinquished the Alcohol and Drug Administrator position she informed us that the \$93,202 could not be guaranteed for following years. In order to meet the needs of this essential program, a successful grant writer is needed to make the ASP sustainable into the future and to augment funding for critically needed expansion.

The ASP needs another Case Manager since the current staff is unable to meet the needs of facilitating groups for participants. There are currently two educational groups and the program needs from six to eight. As a result participants are not getting the information and attention they need to move on to healthy lives for themselves, their families and our communities. A group should not have more than ten to fifteen participants in order to be effective. Some types of groups should be separated by gender for maximum effectiveness. In fiscal year 2013-14 we have funding to hire a temporary Case Manager to help meet these needs but in order to make this position permanent in 2014-15 sustainable funding will be required.

A critical need of the program as it grows to provide programming for more defendants is a permanent home for the Day Reporting Center since it is rapidly outgrowing its

temporary home at the Resource Center. The ASP also needs a reorganization to include more highly qualified staff. These needs will also require additional funding.

There are a variety of funds from outside sources available for this important work. The existing staff is too busy to look for and apply for grants. In addition, a professional grant writer with proven effectiveness is a better way to accomplish the desired goal because the task of writing a grant in such a way as to get an award is a specialized skill unavailable among existing staff. The grant writer we have engaged under a contract approved by County Counsel for up to \$3,000 has already brought the program \$4,000 in housing funds for participants. She is recommending the application of two foundation grants that can support the program into the future if awarded. There are also several federal grants available from the Bureau of Justice Assistance that are tailor made for the Alternative Sentencing Program.

Cathy Rahmeyer of High Sierra Grants (www.highsierragrants.com) has been writing grants for local agencies since 1999. She has obtained grants for Plumas Crisis Intervention and Resource Center (PCIRC), the Plumas County Community Development Commission (PCCDC) and the Lassen-Plumas-Sierra Community Action Agency beginning from 2001 to the present. They provide free grant writing services and mini-grants to the region's non-profits and county programs through Community Service Block Grants (CSBG) to build capacity and sustainability. This program has been a huge success.

Her expertise is in community facilities, homelessness and services for other at-risk populations. Prior to the economic downturn, PCCDC statistics show that for every 0.04 cents paid for grant writing, \$1.00 was received in return. High Sierra Grants has expanded throughout California and is now working in Nevada as well. Her successes total over \$20 million dollars at the last count. Locally and recently, community facility projects include: the renovation of the family resource center for PCIRC; the Quincy Food Bank; ABC Center in Chester expansion; the acquisition and rehabilitation of the new Family Resource Center in Portola for PCIRC; and the new restroom facilities for City of Portola Park.

The existing County Counsel approved contract for \$3,000 can be amended to increase it to a total of \$10,000 this fiscal year. If certain projects are still in process on June 30, 2014, a further contract of \$3,000 can be executed to continue the work into the summer.

Funding in the District Attorney budget unit of 70301 Fund 0001D is available. No new funding is requested for this activity.

CC13-570 AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN PLUMAS COUNTY DISTRICT ATTORNEY
ALTERNATIVE SENTENCING PROGRAM AND
CATHY RAHMEYER REPRESENTING
HIGH SIERRA GRANTS

THIS AGREEMENT FOR PROFESSIONAL SERVICES is made and entered between the Plumas County District Attorney - Alternative Sentencing Program, herein after referred to as "Agency" and Cathy Rahmeyer, owner and operator of High Sierra Grants herein after referred to as "Contractor".

WHEREAS, the Agency herein desires to engage the Contractor to perform certain technical and professional services as detailed in Exhibit A "Scope of Work".

WHEREAS, Contractor desires to accept such engagement.

NOW THEREFORE, the parties agree to the following terms and conditions:

I. Term of Contract

This Agreement shall be effective as of December 1st, 2013 through June 30th, 2014 unless terminated by either party as outlined in Section IX "Termination". The terms of the Agreement may be extended at any time with the mutual agreement of the parties.

II. Description of Work

Exhibit A, Scope of Work, which is attached hereto and incorporated herein by reference, describes the detail of the work to be performed by the Contractor.

III. Compensation

Contractor services shall cover a period of seven months and may be extended at any time with the written agreement of all parties. Total compensation for performance of the duties outlined in Exhibit A is not to exceed \$3,000. This amount equals approximately 40 hours @ \$75.00 per hour to be performed as determined by the District Attorney or his representative. A deposit in the sum of \$1,000 will be provided upon signing of contract, and the balance will be paid in three equal installments as guided by writing needs. Contractor will submit a monthly statement outlining services performed for the Agency, and will create a database of grant submissions and successes during the course of this agreement. Contractor is responsible for setting own work schedule and will be available for local meetings as desired by Agency. The cost of travel, postage and unusual office expenses are considered deductible expenses as a part of this agreement and will be billed at the standard federal rates.

IV. Data Provided to Contractor

Agency shall provide to Contractor, without charge, all information necessary to perform under the terms of this Agreement. Such information may include data, reports, lists, records, maps, photographs, and other information now existing, available, or which can be created within a reasonable period of time, which may facilitate the timely performance of the work described in the Scope of Work. Agency shall cooperate in a reasonable manner with Contractor in the delivery of the work prescribed by this Agreement.

V. Ownership of Documents

All brochures, forms, surveys, reports, studies, plans, maps, documents, etc., prepared by Contractor in the course of performing the work required by this Agreement shall be the property of the Agency. Contractor may make and retain copies of documents prepared or obtained pursuant to this Agreement, provided however that any such documents designated as confidential by the Agency shall not be disclosed to any person without Agency's prior written consent.

VI. Independent Contractor

Contractor shall perform under the terms and conditions of this agreement as an Independent Contractor. Contractor and its officers, agents and employees are not, and shall not be deemed, Agency employees for any purpose. Contractor shall be solely responsible for the salaries and other applicable benefits, including Workers Compensation, of all of Contractor's employees performing under this Agreement. Contractor shall, at its own risk and expense, determine the method and manner by which duties imposed on Contractor by this Agreement shall be performed. Agency may monitor the work performed by Contractor.

VII. Insurance

Comprehensive Automobile Liability Insurance: Contractor shall obtain and maintain, during the term of this Agreement, a Comprehensive Automobile Liability Insurance Policy (Bodily Injury and Property Damage) on all vehicles used in conjunction with Contractor's business of not less than three-hundred thousand dollars (\$300,000.00) combined single limit per occurrence. Contractor shall also maintain a one million dollar (\$1,000,000.00) general liability policy covering the scope of said services.

Insurance coverage referenced herein shall be evidenced by a Certificate of Coverage, which shall be filed with the Agency upon request prior to commencement of performance of duties. Agency shall be given no less than thirty (30) days prior written notice of any nonrenewal, cancellation, other termination or material change.

VIII. Indemnification

Contractor agrees to defend, indemnify, and hold harmless Agency, its officers, agents and employees, from and against all claims, damages, losses, and expenses,

Including attorney fees arising out of the performance of the work described herein, caused in whole or in part by any negligent act or omission of Contractor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, except where caused by the sole negligence, or willful misconduct of Agency.

IX. Termination

The parties of this Agreement may terminate this Agreement at any time without cause by giving thirty (30) days prior written notice to second party of such termination and specifying the effective date thereof. In the event this Agreement is terminated, Agency shall pay to Contractor for all time and out-of-pocket related expenses incurred up until the time of termination.

X. Third Party Beneficiaries

Nothing contained in this Agreement shall be construed to create, and the parties do not intend to create, any rights in third parties.

XI. Assignment and Assumption

Neither party shall assign any of its interests under this Agreement to any other entity without the prior written consent of the other party. Any unauthorized assignment shall be void.

XII. Waiver

Any waiver by Contractor or the Agency of any obligation in this Agreement must be in writing. Either party to take action on any breach or default of the other party will imply no waiver from any delay or failure or to pursue any remedy allowed under this Agreement or under applicable law. Consent by a party to any act or omission by the other party shall not be construed to be consent to any other or subsequent act or omission or to waive the requirement for the party's written consent to future waivers.

XIII. Integration

This Agreement contains the entire agreement of the parties and supersedes any and all prior negotiations.

XIV. Amendments and Modifications

Any amendments or modifications to this Agreement must be in writing, and shall be adopted only if executed by both the Agency and Contractor.

XV. Severability

Every provision of this Agreement is intended to be severable. If a court of competent jurisdiction shall hold any provision of this Agreement invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions shall not in any way be affected or impaired.

XVI. Governing Law

This Agreement shall be interpreted under and governed by the laws of the State of California, except for those provisions relating to choice of law or those provisions preempted by federal law, and any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in the County of Plumas.

XVII. Resolution of Disputes

Should any dispute arise between the parties concerning the terms of this Agreement, the parties agree to meet and attempt to amicably resolve the dispute by informal mediation. Such mediation will be held no later than fifteen (15) days after one party receives written notice from another party stating the disputed issues, and presenting a proposed resolution to the dispute. This Agreement will remain in effect during the dispute resolution process, unless it expires or is terminated pursuant to the terms of this Agreement.

If mediation does not resolve a dispute between the parties, each party may pursue whatever legal and/or equitable remedies are available.

XVIII. PARTIES AND REPRESENTATIVES OF THIS AGREEMENT

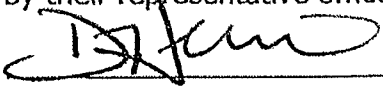
- A. Agency
Plumas County District Attorney - Alternative Sentencing Program
David Hollister, District Attorney
520 Main Street, #404
Quincy, CA 95971
Phone: (530) 283-6303
Fax: (530) 283-6340

- B. Contractor
Cathy Rahmeyer, High Sierra Grants
618 Jackson Street – P. O. Box 3198
Quincy, CA 95971
Phone: (530) 283-5644
Fax: (530) 283-3155

Formal notices, demands and communications to be given hereunder by either party shall be made in writing and may be affected by personal delivery or by first-class, postage-prepaid mail.

If the names of the principal representative designated to receive notices, demands, or communications or the address of such person is changed, written notice shall be given within ten (10) working days of said change.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and attested by their representative officers thereunto duly authorized.

Agency  Date: 6 Jan 2014
Signature

David Hollister Plumas County District Attorney
Printed Name Title

Contractor Cathy Rahmeyer Date: Jan. 6, 2014
Signature

Cathy Rahmeyer CEO, High Sierra Grants
Printed Name Title

Approved as to form:

Plumas County Counsel

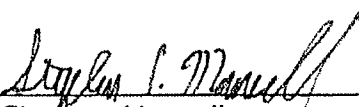
By:  1/3/14
Stephen Mansell
Deputy County Counsel

Exhibit A
Scope of Work
Plumas County District Attorney - Alternative Sentencing Program

- Works closely with Plumas County District Attorney - Alternative Sentencing Program in seeking desired federal, state and local, foundation and corporate grant funding, and any other funding deemed appropriate by the Agency. The District Attorney or his representative will give consent before the performance of work completed by Contractor including research, writing, grant reporting, and other activities as requested.
- Provides initial agency assessment and grant research to identify funders most closely aligned with Agency's current and expanded needs and/or to meet long-term sustainability.
- Develops and oversees framework and implementation strategies to identify, cultivate and secure federal, state, local, and corporate and foundation grants.
- Researches, designs new programs and writes selected federal, state, local, corporate or foundation grant proposals as selected and approved by Plumas County District Attorney - Alternative Sentencing Program.
- Assists in developing local partnerships to expand program opportunities.
- Reviews and researches best practices in relation to proposed program funding.
- Ensures in assisting for the timely submission of all new and renewed grant proposals and annual funding reports as desired by Agency.
- Prepares and delivers presentations as requested to the Plumas County District Attorney - Alternative Sentencing Program staff regarding proposed and received funding.
- Carries out administrative responsibilities as needed, including: developing and implementing performance plan objectives and budgets for federal, state, local, corporate and individual foundation grant programs; updating and maintaining master tracking calendar.
- Sets independent work schedule and required meeting schedule with Plumas County District Attorney - Alternative Sentencing Program staff.
- Assists Plumas County District Attorney - Alternative Sentencing Program in building program capacity and long-term sustainability for all agency projects and programs.
- Performs other duties and special projects, as requested/assigned, by Plumas County District Attorney - Alternative Sentencing Program.

Professional Agreement Amendment

Contract Amendment for DA 13020

This Amendment is made by and between the COUNTY OF PLUMAS, a political subdivision of the State of California, by and through its Office of the District Attorney (hereinafter referred to as "County"), and Cathy Rahmeyer of High Sierra Grants (hereinafter referred to as "Contractor").

1. Recitals: This Amendment is made with reference to the following facts and objectives:
 - a. COUNTY and CONTRACTOR have entered into a written Professional Services Agreement effective on December 1, 2013 through June 30, 2014, (the "Agreement"), in which the Contractor agreed to provide certain grant writing services to the County.
 - b. During the term of the contract, the County required additional services from the Contractor in excess of what the parties originally anticipated.
 - c. The parties desire to amend the Agreement to increase the maximum amount to be paid to Contractor under the Agreement.
2. Amendments: The parties agree to amend the Agreement as follows:
 - a. Section III of the Agreement is hereby amended in its entirety as follows: "Contractor services shall cover a period of seven months and may be extended at any time with the written agreement of all parties. Total compensation for performance of the duties outlined in Exhibit A is not to exceed \$10,000. This amount equals approximately 133 hours @ \$75.00 per hour to be performed as determined by the District Attorney or his representative. A deposit in the sum of \$1,000 was provided upon signing of the original contract, and the balance will be invoiced regularly and accompanied by a statement delineating what invoiced hours were spent on what activities. Contractor will create a database of grant submissions and successes during the course of this agreement and a report on this will be included in each invoice. Contractor is responsible for setting her own work schedule and will be available for local meetings as desired by Agency. The cost of travel, postage and unusual office expenses must be approved in advance by County and are considered deductible expenses as a part of this agreement and will be billed at the standard federal rates."
3. Effectiveness of Agreement: Except as set forth in this Amendment, all provisions of the Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, this Amendment has been executed as of the date set forth below.

CONTRACTOR:

High Sierra Grants

By: _____

Name: Cathy Rahmeyer

Title: owner and operator

Date signed: _____

COUNTY:

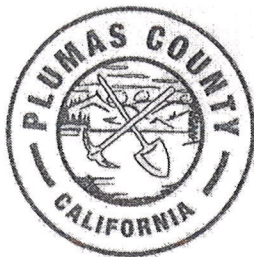
County of Plumas, a political subdivision of the State of California

By: _____

Name: David Hollister

Title: Plumas County District Attorney

Date signed: _____



3c2

OFFICE OF THE DISTRICT ATTORNEY

David Hollister, District Attorney

520 Main Street, Room 404 · Quincy, California 95971
(530) 283-6303 · Fax (530) 283-6340

Date: February 10, 2014
To: Plumas County Board of Supervisors
From: David Hollister, District Attorney
Subject: Mid-Year Budget Adjustments
70301 District Attorney – Fund 0001D

A handwritten signature in black ink, appearing to be "D. Hollister", is written over the "From:" line.

Recommendation:

Approve Mid-Year budget adjustment for District Attorney 70301 Fund 0001D. No additional revenue requested.

Background and Discussion

The District Attorney is requesting significant adjustments to this year's budget because of cuts during the recent recession resulting in extraordinary unmet needs. No request for additional funding is required due to retirement of long-time staff and replacement by lower range and lower cost newly hired staff. There has also been a reorganization of staff that will save money for the General Fund into future years.

The position entitled DA Administrator/Asst. Public Administrator (range 1913) became vacant and has been replaced with a Legal Services Assistant (range 1320). The Fiscal Officer position with longevity is also being replaced with a Legal Services Assistant due to a retirement. A long-time Deputy DA III (range 2893 with longevity) was replaced with a Deputy DA II (range 2626). These changes constitute a savings of about \$65,000 in FY 2013-14 due in part also to one position being vacant for many months. The savings in future years will also be significant.

After the start of the budget year the on-line database Prosecutor by Karpel upgraded its software and this required upgrades on all of the department computers to accommodate Windows 10. We had been operating on an old version of Windows. Windows 10 was not supported by the IT department until recently. Several computers needed replacing and a few were upgraded with new software. This has put severe strain on the Services & Supplies accounts including Office Expense and Professional Services.

There was a homicide trial this year and a new homicide case that has and will use up a lot of resources. There was an Officer Involved Shooting that had to be investigated by this department due to the inherent conflict of interest in the department of the officer. Two large

financial fraud cases have been charged after a year of investigation. One of these involves over \$600,000 embezzled from a local public agency.

The current District Attorney has been providing after hours on-call services during and before the recession. For serious crimes, it is essential for a prosecutor or DA investigator to be at the crime scene from the beginning so that critical evidence for a successful prosecution is preserved. Therefore restoring on-call pay for the DA Investigator and weekend on-call pay for alternating Deputy District Attorneys is essential. This level of on-call pay will cost \$11,500 in 2013-14 and \$44,000 in 2014-15.

Also associated with after-hours service, the vehicle maintenance and fuel accounts must be increased since vehicles will be needed more frequently. This year the extra cost for these is \$400 and \$300 respectively starting in February. In future years the cost will be \$2,000 and \$1,500. To not address this need undermines the success of the prosecution of very serious crimes such as homicide, child abuse, assault and robbery. The other department attorneys must begin to take over this function in order to fulfill the requirements of their on-going development.

Attorneys require other essential and ongoing training. This is particularly true as Plumas County's current salary structure necessitates hiring DAs with relatively little or no, prosecutorial experience. The two Deputy District Attorneys are continually honing their skills with the affordable and excellent training provided by the California District Attorneys' Association (CDAA). Over the recession, the training budget was allowed to diminish and must be increased to cover mandatory training. Other District Attorney staff training has also been postponed due to the recession and should be increased in the next fiscal year as well.

The Alternative Sentencing Program has been an essential component of the Plumas County response to Criminal Justice Realignment under AB109. This program has been partially funded by Drug Court Realignment of \$93,202 in funds provided by the Alcohol and other Drug Programs through Public Health. Director Mimi Hall has cautioned us that this funding is not assured in future years. Other funding of about \$72,360 is provided by the Community Corrections Partnership from AB109 funds. The concern for sustainable funding for this critical program has resulted in the District Attorney endeavoring to seek grant funding from outside sources in order to sustain the program. A request is hereby made to shift some of the excess payroll in the District Attorney's budget to Professional Services in order to obtain the services of a proven grant-writer. (More detail on this in Board Memo about contract approval for this item.)

BACKGROUND on the ALTERNATIVE SENTENCING PROGRAM

The Plumas County Alternative Sentencing Program (ASP) exists to assist offenders in the journey of becoming clean and sober, stop drug-related crime, reduce recidivism and reunite broken families.

The Alternative Sentencing Program is located within the District Attorney's Office and works with the Courts, ancillary service providers, and non-profits as well as law enforcement to ensure quality, evidence-based programming being offered to the criminal justice population.

When an individual is sentenced to a specialty court (Drug Court or Prop 36), domestic violence counseling, anger management, parenting class or other program, the ASP refers them to the appropriate treatment, education or counseling program by conducting interviews and utilizing a variety of assessment tools. The ASP also provides some oversight of programs and recommends and provides training for all partners.

The ASP gives the Courts, Prosecutors and Defense Bar additional information on alternative sentencing and sanctioning options. The ASP is available on all realignment cases including 1170(h) and PRCS, as well as other selected cases where an alternative to a pure jail/prison sentence may be possible. The goal is to assist the Courts, prosecutors and Defense Bar in the identification of safe, effective programs, treatment, sanctions and incentives that will address the offenders' criminogenic needs and at the same time advance public safety.

The ASP oversees and runs the Day Reporting Center where all participants report and receive services. The ASP also monitors participants' progress and participation in all programs and reports directly to the Courts, Prosecutors, Defense Bar and Probation. The Day Reporting Center has been located at the Resource Center (formerly Crisis Center) where it has outgrown the space available. In the coming months, the Board of Supervisors will be asked to entertain proposals to relocate the Day Reporting Center to a more appropriate location.

GRANT FUNDING TO SUSTAIN THE ALTERNATIVE SENTENCING PROGRAM

The District Attorney has entered into a contract for \$3,000 with a grant writer who has proven to be effective in obtaining grants for the Literacy Program, the Housing Authority and other local agencies. This effort has already resulted in \$4,000 of funding for emergency housing for the ASP participants. Two foundation grants are being submitted and at least one of these will likely be awarded. There are other federal and state grants expected to be released soon that can be applied for if the funding for the grant writer is approved. What is still needed is sustainable funding for program staff including the Coordinator, Case Manager and clerical staff.

The \$3,000 contract for Cathy Rahmeyer at High Sierra Grants which was approved as to form by County Counsel can be amended up to \$10,000 to provide more grant writing services upon transfer to Professional Services in the District Attorney's budget.

BUDGET TRANSFER OF \$37,970 from PAYROLL TO SERVICES & SUPPLIES

Attached please find the Budget Transfer from payroll to other accounts to accomplish all of these mid-year adjustments to the District Attorney budget unit 70301.

TRANSFER NUMBER
(Auditor's Use Only)

Date: 1/21/14

Board
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Board
Auditor
Auditor

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 account 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) Mid Year Budget corrections
- B) See attached Mid Year Budget Memo
- C) See attached Mid Year Budget Memo
- D) No change in revenue

Approved by Signing Authority:

1/16/2014

/ Approved/Recommended

/ Disapproved/Not Recommended

Auditor/Controller Signature

Signature

Board Approval Date:

Agenda Item No.

Clerk of the Board signature

Date Entered by Auditor Controller

Initials

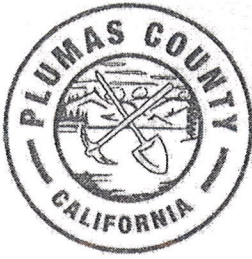
Original and 1 copy of ALL transfers go to Auditor/Controller; If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

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

IF one copy of agenda requiriest and 13 copes 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 signautures are obtained.

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

- A. Must be signed by the Auditor/Controller; if supplemental must be signed by the Auditor.**



303

OFFICE OF THE DISTRICT ATTORNEY

David Hollister, District Attorney

520 Main Street, Room 404 · Quincy, California 95971
(530) 283-6303 · Fax (530) 283-6340

Date: February 10, 2014
To: Plumas County Board of Supervisors
From: David Hollister, District Attorney
Subject: Mid-Year Budget Adjustments
70307 Alternative Sentencing Program – Fund 0001D

A handwritten signature in black ink, appearing to read "D. Hollister", is written over the "From:" line of the letterhead.

Recommendation:

Approve Mid-Year supplemental budget increase for Alternative Sentencing 70307 Fund 0001D. Additional revenue of \$40,458 was approved by the Community Corrections Partnership from AB109 funds.

Background and Discussion

The Community Corrections Partnership (CCP) recently approved an additional \$40,458 from available AB109 funding on January 15th for the Alternative Sentencing Program (ASP). At the start of this fiscal year, staffing levels that had been approved were not yet hired and so final budget numbers were only estimated. The ASP started the year with \$93,202 from Drug Court Realignment through the Alcohol and other Drug Programs at Public Health and from \$31,902 from the CCP and AB109.

The additional \$40,458 will complete the funding for payroll including a temporary case manager to take over some of the participant groups freeing up the Coordinator's time to develop programs and other efforts requiring attention. The temporary case manager position cannot be made permanent until sustainable funding has been obtained.

Of the \$40,458 request here, \$31,508 is for the above mentioned payroll and \$8,950 is for Services & Supplies. The program needs an inexpensive data base to track participant recidivism and compliance. Also needed is equipment for the temporary case manager and other office expenses and a significant increase in the training budget due to continuing state changes and additions to this new program.

BACKGROUND on the ALTERNATIVE SENTENCING PROGRAM

The Plumas County Alternative Sentencing Program (ASP) exists to assist offenders in the journey of becoming clean and sober, stop drug-related crime, reduce recidivism and reunite broken families.

The Alternative Sentencing Program is located within the District Attorney's Office and works with the Courts, ancillary service providers, and non-profits as well as law enforcement to ensure quality, evidence-based programming being offered to the criminal justice population. When an individual is sentenced to a specialty court (Drug Court or Prop 36), domestic violence counseling, anger management, parenting class or other program, the ASP refers them to the appropriate treatment, education or counseling program by conducting interviews and utilizing a variety of assessment tools. The ASP also provides some oversight of programs and recommends and provides training for all partners.

The ASP gives the Courts, Prosecutors and Defense Bar additional information on alternative sentencing and sanctioning options. The ASP is available on all realignment cases including 1170(h) and PRCS, as well as other selected cases where an alternative to a pure jail/prison sentence may be possible. The goal is to assist the Courts, prosecutors and Defense Bar in the identification of safe, effective programs, treatment, sanctions and incentives that will address the offenders' criminogenic needs and at the same time help advance public safety. The ASP oversees and runs the Day Reporting Center where all participants report and receive services. The ASP also monitors participants' progress and participation in all programs and reports directly to the Courts, Prosecutors, Defense Bar and Probation. The Day Reporting Center has been located at the Resource Center (formerly Crisis Center) where it has outgrown the space available. In the coming months, the Board of Supervisors will be asked to entertain proposals to relocate the Day Reporting Center to a more appropriate location.

GRANT FUNDING TO SUSTAIN THE ALTERNATIVE SENTENCING PROGRAM

The District Attorney is endeavoring to obtain ongoing funding for the ASP due to the uncertain funding that has come from Drug Court Realignment of \$93,202 in funds provided by the Alcohol and other Drug Programs through Public Health. Director Mimi Hall has cautioned us that this funding is not assured in future years. The concern for sustainable funding for this critical program has resulted in the District Attorney seeking grant funding from outside sources in order to sustain the program.

A request has been made elsewhere to spend General Fund money in the District Attorney's main budget unit to make the ASP secure and therefore a contract has been executed for \$3,000 with a grant writer who has proven to be effective in obtaining grants for the Literacy Program, the Housing Authority and other local agencies. This effort has already resulted in \$4,000 of funding for emergency housing for the ASP participants. Two foundation grants are being submitted and at least one of these will likely be awarded. There are other federal and state grants expected to be released soon that can be applied for if the funding for the grant writer is

approved. What is still needed is sustainable funding for program staff including the Coordinator, Case Manager and other staff. A commitment to this critical program by the Board can make future funding something that can be depended upon to support a reduction in recidivism, jail population and public safety.

A Supplemental budget is attached increasing revenue from AB109 of \$40,458 and the associated expenditures for the activities outlined above.

TRANSFER NUMBER
(Auditor's Use Only)

Date: 1/17/14

A. ☐ Transfer to/from Contingencies OR between Departments

B. ☒ Supplemental Budgets (including budget reductions)

C. ☐ Transfers to/from or new Fixed Asset, within or from a 51XXX

D. ☐ Transfer within Department, except fixed assets

E. ☐ Establish any new account except fixed assets

Board
Board
Board
Auditor
Auditor

<u>FUND #</u>	<u>DEPT. #</u>	<u>ACCT. #</u>	<u>ACCOUNT NAME</u>	<u>\$ AMOUNT</u>
0001D	70307	51000	REGULAR WAGES	9,940.00
		51020	OTHER WAGES	16,408.00
		51090	GROUP INSURANCE	2,000.00
		51100	FICA/MEDICARE OASDI	2,700.00
		51120	CELL PHONE ALLOW	460.00
		520204	INTERNET SEARCH ENGINE	1,100.00
		521230	OFFICE FURNITURE/EQUIP	2,200.00
		521800	OFFICE EXP	2,350.00
		521900	PROFESSIONAL SVC	1,300.00
		527500	TRAVEL- OUT OF COUNTY	2,000.00
			TOTAL:	40,458.00

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 this request.

In the space below, state (a) reason for request (b) reason why there are sufficient balances in affected account 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.

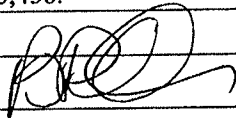
A) Community Corrections Partnership passed additional allocation of funds for 2013-14 on January 15, 2014.

B) Mid-Year Supplemental budget increase.

C) At the start of the budget year, final expenditures for payroll and services & supplies were not completely known because not all staff had been hired. Temporary help is also needed for this fiscal year.

D) Revenue from AB109 increased \$40,458.

Approved by Signing Authority: _____



1/17/2014

_____/ 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 _____

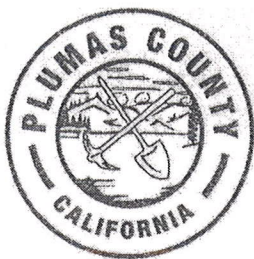
Original and 1 copy of ALL transfers go to Auditor/Controller; If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

Supplemental transfer must have Auditor/Controllers signature. Auditor/Controller will forward all signed, supplemental transfers to the Board 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 Auditor/Controller; if supplemental must be signed by the Auditor.



OFFICE OF THE DISTRICT ATTORNEY

David Hollister, District Attorney
520 Main Street, Room 404 · Quincy, California 95971
(530) 283-6303 · Fax (530) 283-6340

304

Date: February 10, 2014
To: Plumas County Board of Supervisors
From: David Hollister, District Attorney
Subject: Mid-Year Budget Adjustments
70302 DA/OCJP ADA – Fund 0001D

A handwritten signature in black ink, appearing to be "D. Hollister", is written over the "From:" line.

Recommendation:

Approve Supplemental Budget decrease for District Attorney – Anti-Drug Abuse 70302 Fund 0001D.

Background and Discussion

The ADA grant that has been shared by the Sheriff, Probation and District Attorney was reduced again after the budget hearings. This year the entire grant is going to Probation and the Sheriff. The DA share is zero so the revenue account #44291 should be reduced to zero. This was not known when the original budget was submitted.

This budget unit also receives Asset Forfeiture funds and it holds the accumulated funds from previous years (part of the DA fund balance). The carry forward from previous years is \$14,144. This can pay for unemployment, workers comp, liability and overhead. However there are restrictions on the use of Asset Forfeiture funds and they must be kept available to the District Attorney. The personnel allocation was reduced to zero during the budget hearings.

Because this budget unit holds some of the Fund Balance from previous years, the Supplemental Budget will not balance. Reduce the following accounts to zero:

44291	State-OCJP DA ADA
51000	Regular Wages
51080	Retirement
51090	Group Insurance
51100	FICA/Medicare

The following accounts can remain the same and be funded by Asset Forfeitures:

42014	Asset Forfeitures
51070	Unempl Ins.
51110	Workers Comp
521922	Asset Forfeiture Svs Funding
525000	Overhead

525119 Liability Self-funded Ins.

Increase the following account:

521230 Office Furniture/Equip by \$1,201

This will make the total expenditure equal to the carry forward for Asset Forfeitures from 2012-13. Any revenue received this year will be included in the carry forward to next year. See attached accounting going back to 2010-11.

District Attorney Asset Forfeiture Funds
1/15/2014

Asset Forfeiture			
8,679.21	AF carryforward into 2010-11		
(2,234.53)	Spent 2010-11 (Office Equip 521230)		
1,751.20	AF Revenue 70302-42014 from 2010-11		
8,195.88	AF carryforward into 2011-12	2011-12	AF expend
7,366.41	AF Revenue 2011-12	521922	635.32
(1,464.32)	AF Expenditure 2011-12	525000	818.00
		525119	11.00
14,097.97	AF carryforward into 2012-13		1,464.32

expenditures 2012-13

199.07	521230	OFFICE FURNITURE/EQUIP
348.59	521922	ASST FORFEIT. SVC FNDING
819.00	525000	OVERHEAD
<u>1,366.66</u>		

2013-14

14,097.97	AF carryforward into 2012-13
3,783.30	revenue 12-13
1,366.66	expend 12-13
<u>16,514.61</u>	AF carryforward into 2013-14
2,371.00	less disallowal by ADA grant (see below)
<u>14,143.61</u>	Carryforward into 2013-14 (fund balance)

COUNTY OF PLUMAS

REQUEST FOR BUDGET APPROPRIATION TRANSFER OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER
(Auditor's Use Only)

Dept. District Attorney - ADA Dept. No.: 70302 Date: 1/21/14

1. The reason for this request is (check one):

- A. ☐ Transfer to/from Contingencies OR between Departments
 B. ☒ 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 a 51XXX
 E. ☐ Establish any new account except fixed assets

Approval Required

Board
Board
Board
CAO
CAO

TRANSFER FROM OR X SUPPLEMENTAL REVENUE ACCOUNTS

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

FUND #	DEPT. #	ACCT. #	ACCOUNT NAME	\$ AMOUNT
0001D	70302	51000	REGULAR WAGES	(1,861.00)
		51080	RETIREMENT	(4,014.00)
		51090	GROUP INSURANCE	(446.00)
		51100	FICA/MEDICARE OASDI	(25.00)
		521230	OFFICE FURNITURE/EQUIP	1,201.00
			TOTAL:	(5,145.00)

TRANSFER TO:

FUND #	DEPT. #	ACCT. #	ACCOUNT NAME	\$ AMOUNT
0001D	70302	44291	STATE OCJP DA ADA	(12,311.00)
			TOTAL:	(12,311.00)

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 this request.

A) Reduce grant revenue and payroll accounts to zero.

B) See explanatory memo.

C) DA share of the ADA grant was reduced to zero. The other accounts hold carry forward from Asset Forfeiture funds (part of DA fund balance from 2012-13. See accounting sheet.)

D) Grant reduced to zero. Other funds to be corrected.

[Signature]

1/21/2014

/ 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

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.



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: February 10, 2014

To: Honorable Board of Supervisors

From: Mimi Khin Hall

CC: Gayla Trumbo, Human Resources

Agenda: Item for February 18, 2014

Item Description/Recommendation:

1. Approve a Resolution to Amend the 2013-2014 County Personnel Allocation to include:
 - a) 1.00FTE Administrative Assistant I/II or Fiscal Technical Assistant I/II/II or Office Assistant I/II/III in Budget Unit 70560; and
 - b) Health Education Coordinator I/II or Health Education Specialist or Community Outreach Coordinator as follows: .10 FTE Budget Unit 70560; .40 FTE Budget Unit 70561, and .50 FTE in Budget Unit 70566; and
2. Authorize to fill vacant funded positions and direct Human Resources to recruit for:
 - a) 1.00 FTE Administrative Assistant I/II or Fiscal Technical Assistant I/II/II or Office Assistant I/II/III; and
 - b) 1.00 FTE Health Education Coordinator I/II or Health Education Specialist or Community Outreach Coordinator
 - c) .75 FTE Head Cook and .75 FTE Assistant Cook.

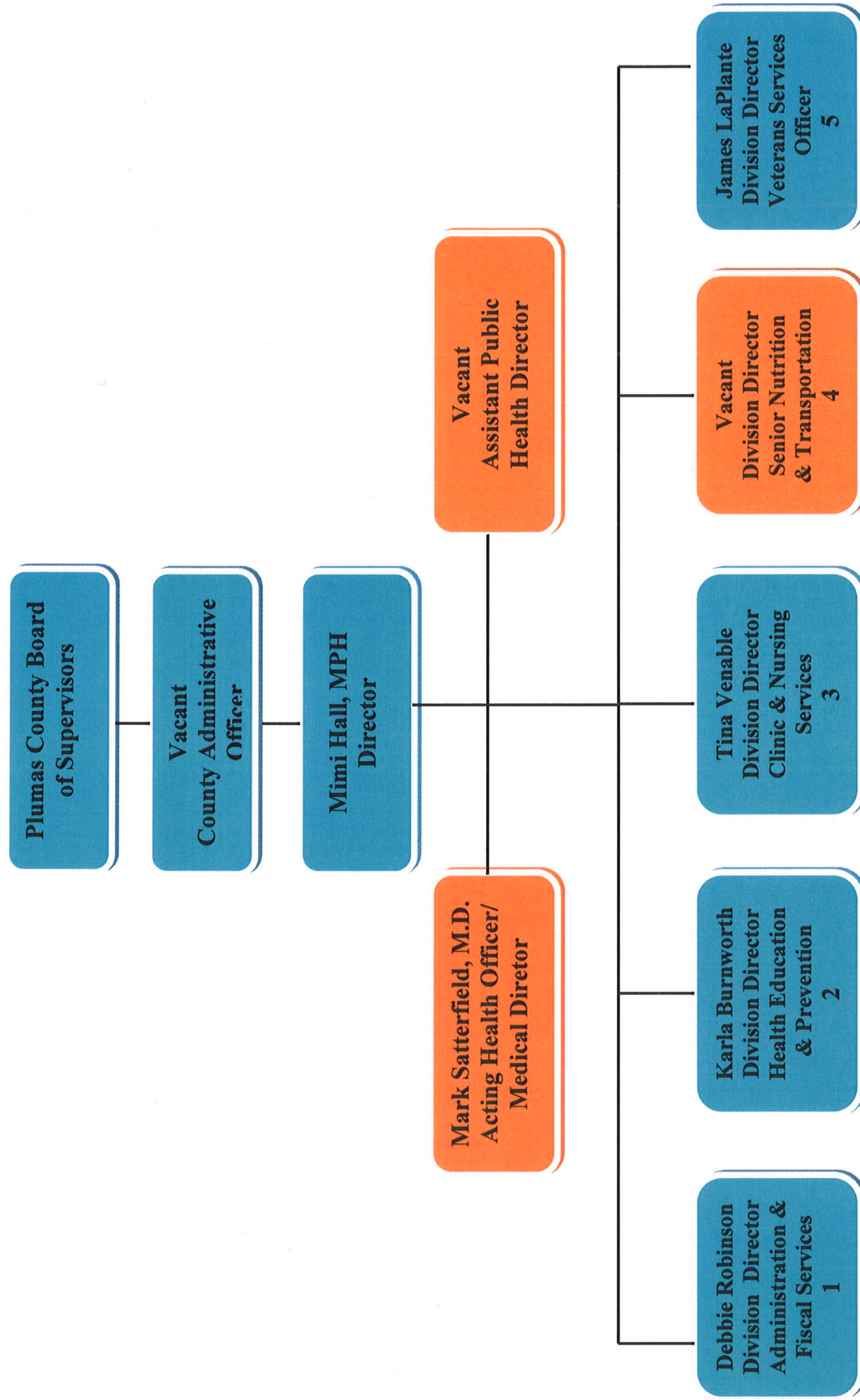
History/Background: As the Board is aware Plumas County Public Health Agency manages multiple grants in various Budget Units. Plumas County Public Health Agency staffs are often funded by a variety of state categorical funds. As duties change, so does the funding source. At this time Plumas County Public Health Agency requests the above changes to the Plumas County Personnel Allocation, effective February 1, 2014. No county funds are required for these positions since they are fully funded by various sources.

It is critical that these positions be filled in order to meet state mandates, related health contractual agreements, fiscal stability, and other necessary services.

Copies of the Agency's organizational charts, Critical Staffing Questionnaire and the Resolution Amending the 2013-2014 County Personnel Allocation for Public Health Budget Unit 70560, 70561 and 70566 are attached for your review.

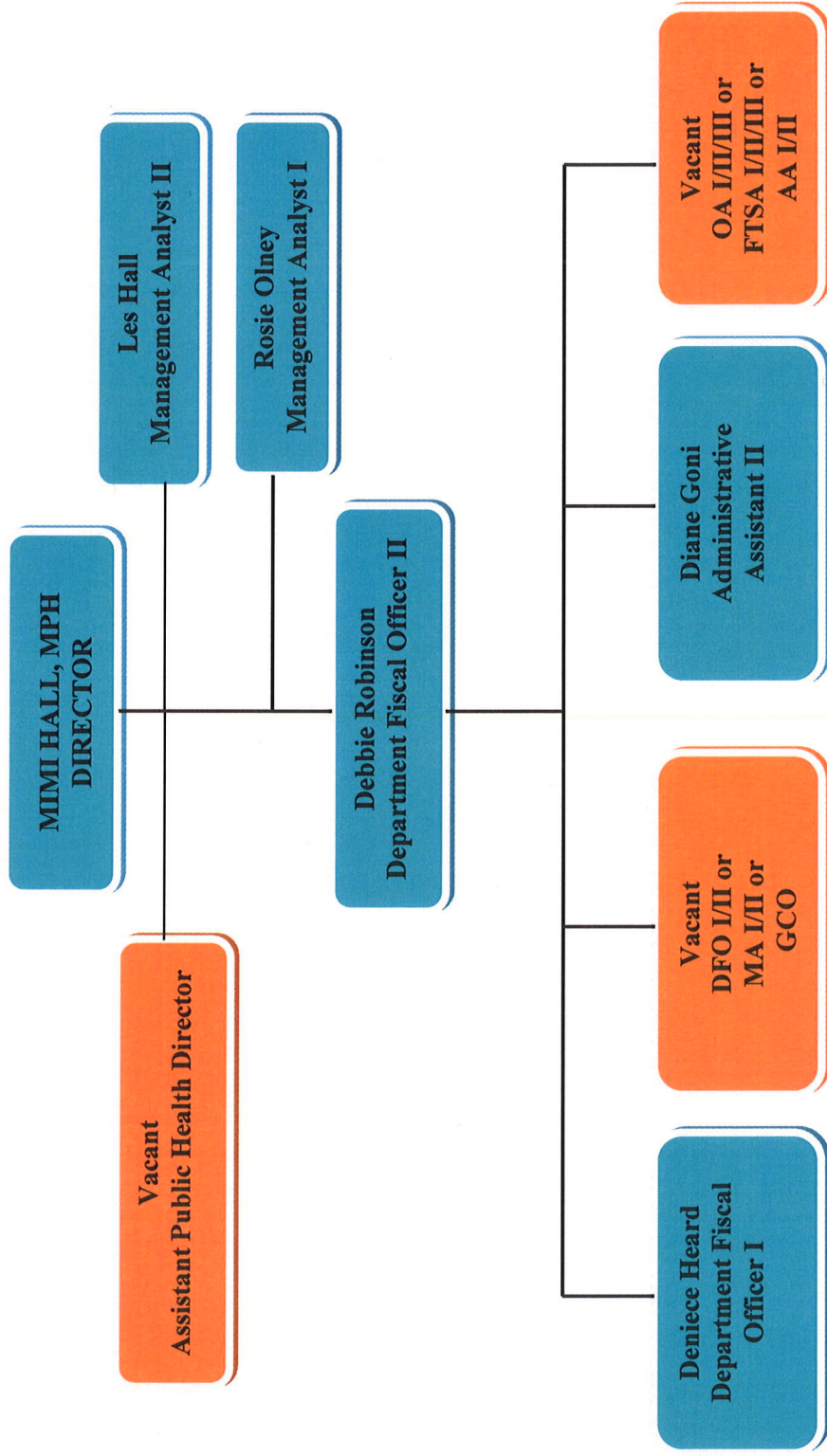
Please contact me if you have any questions or need additional information. Thank you.

PLUMAS COUNTY PUBLIC HEALTH AGENCY



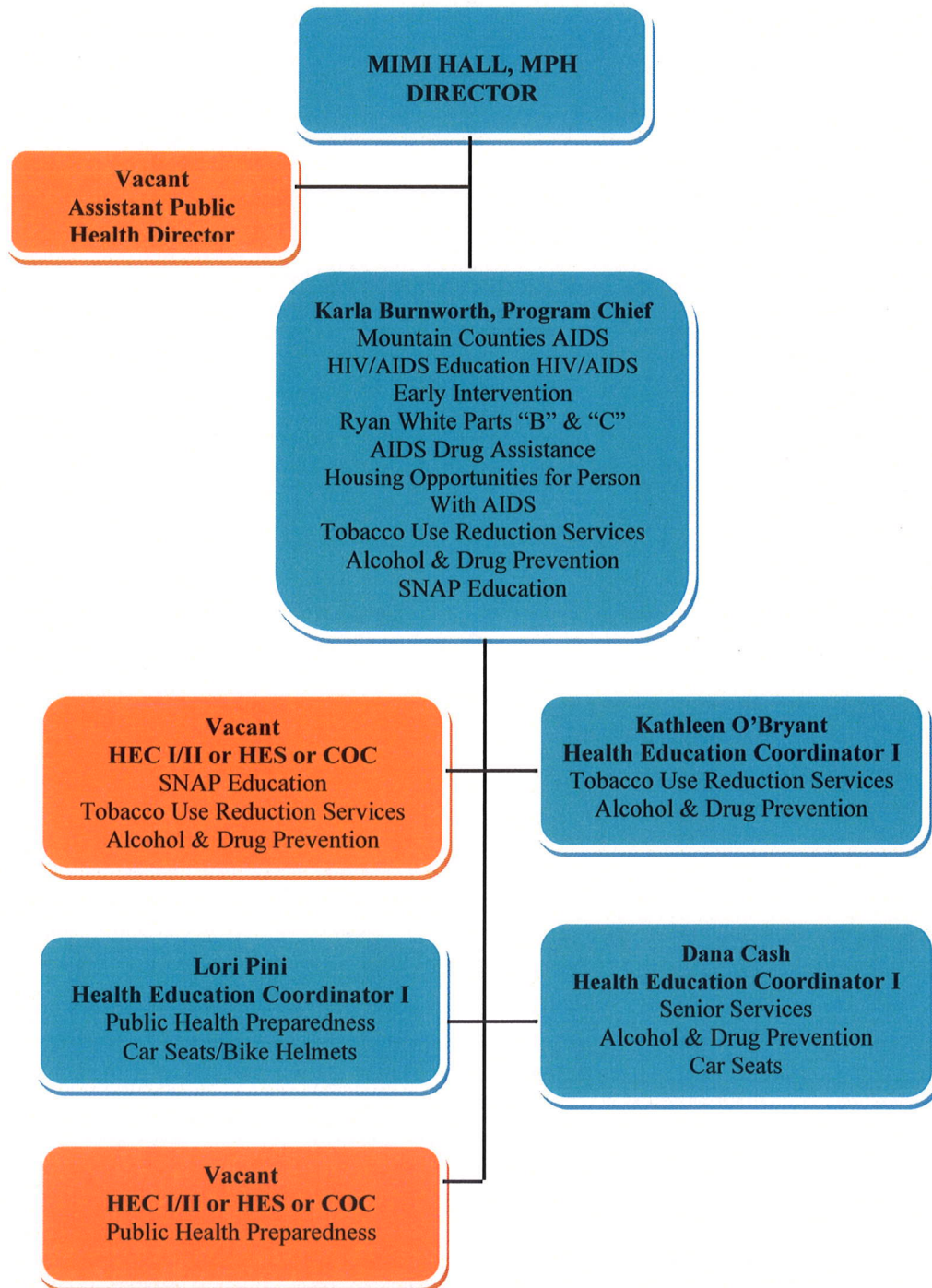
PLUMAS COUNTY PUBLIC HEALTH AGENCY ADMINISTRATION & FISCAL SERVICES DIVISION

1



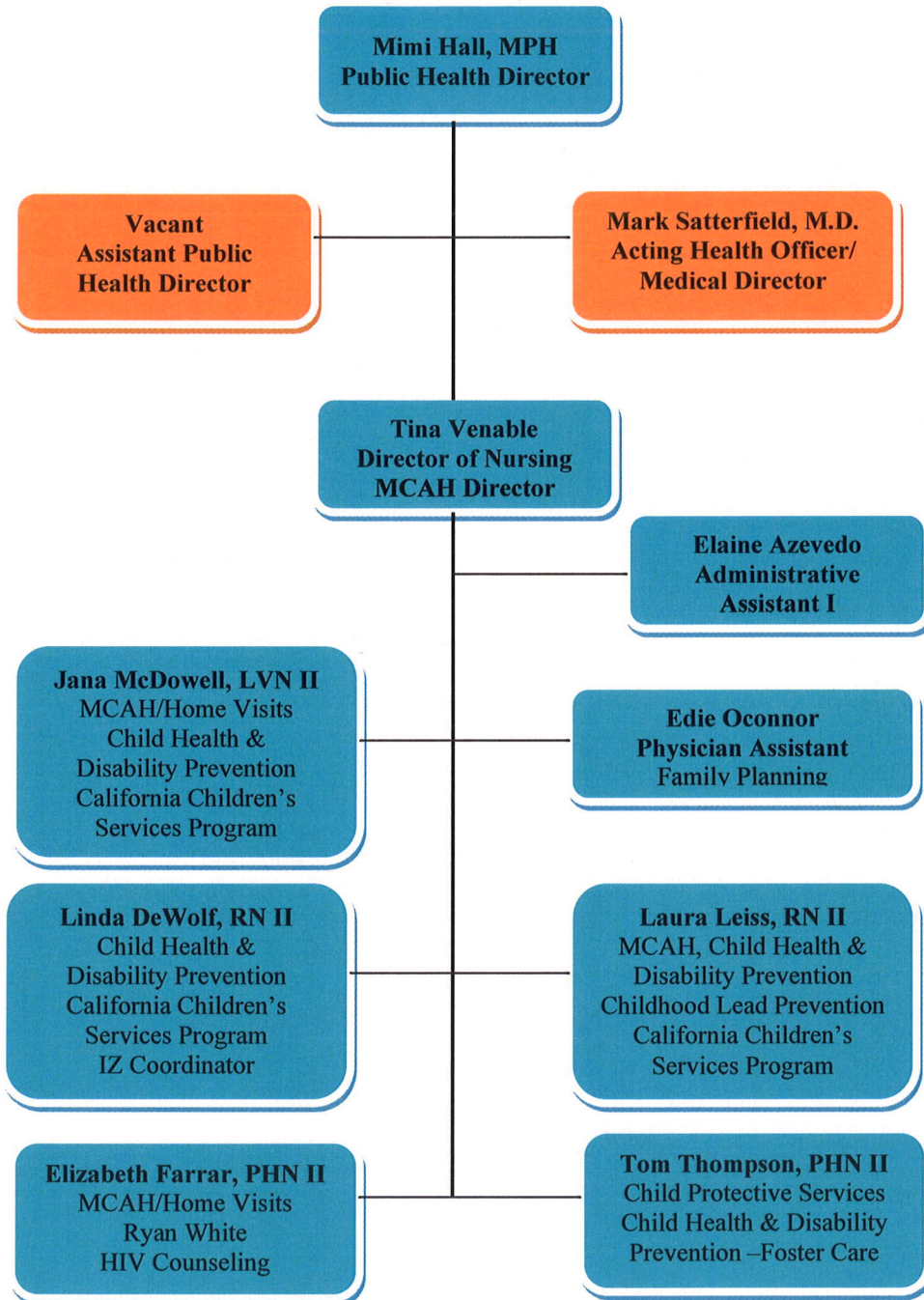
**PLUMAS COUNTY PUBLIC HEALTH AGENCY HEALTH EDUCATION
AND PREVENTION DIVISION**

2



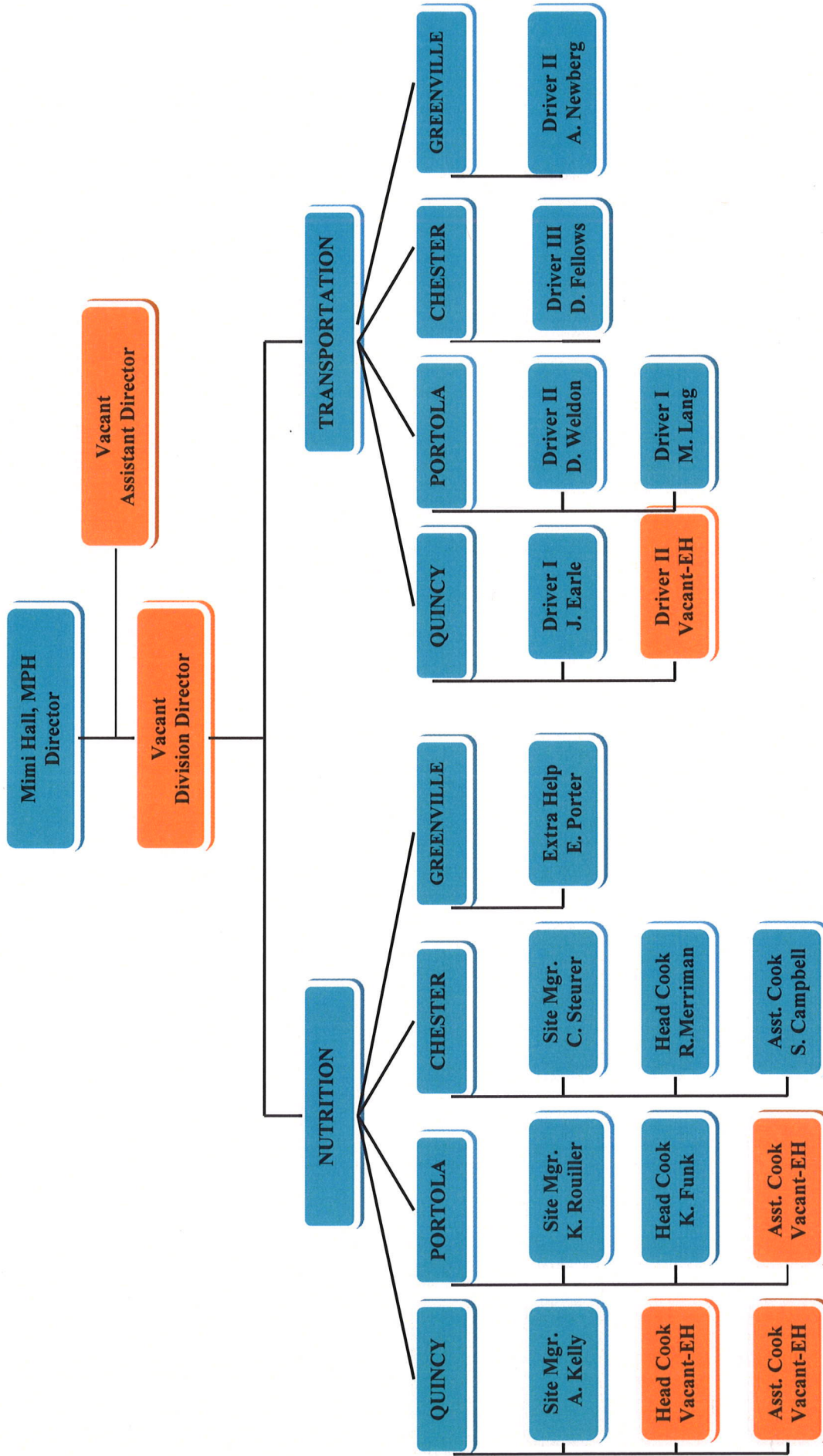
**PLUMAS COUNTY PUBLIC HEALTH AGENCY CLINIC &
NURSING SERVICES DIVISION**

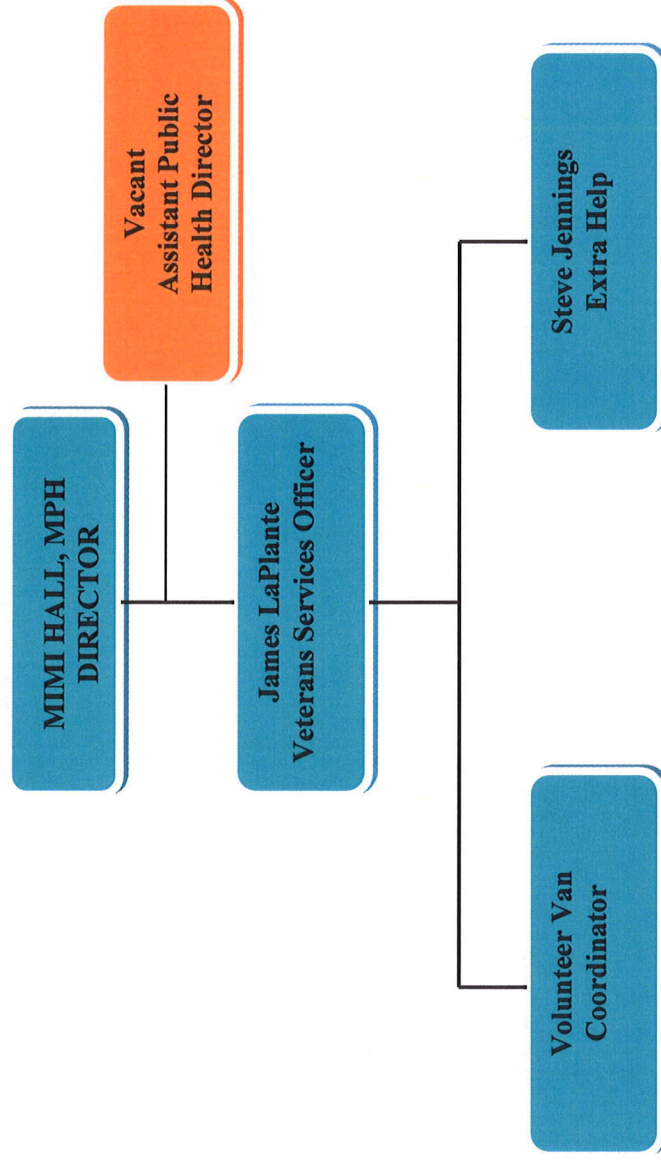
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PLUMAS COUNTY PUBLIC HEALTH AGENCY - SENIOR NUTRITION & TRANSPORTATION DIVISION

4





QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

- Is there a legitimate business, statutory or financial justification to fill the position?
 - Why is it critical that this position be filled at this time?
 - How long has the position been vacant?
1. 1.0 FTE Health Education Coordinator I/II or Health Education Specialist or Community outreach Coordinator - This position became vacant in November 2013 and is responsible for organization, coordination, implementation, and conducts a variety of public health education programs and related health services, public information programs, health promotion, prevention programs.
 2. 1.0 Department Fiscal Officer I/II or Management Analyst I/II or Grant Compliance Officer - This position became vacant in June 2013 and is responsible for development, maintenance, and tracking of a Department's fiscal information and provides a variety of administrative, staff, and office management duties
 3. 1.00 Administrative Assistant I/II or Fiscal Technical Services Assistant I/II/III or Office Assistant I/II/III - This position is a newly created position and is supported by both grant and realignment funds. We plan on hiring at the Office Assistant level of this series, as PCPHA, which previously had two Office Assistant positions before the recession, has been without such a position since 2008. The position will provide much needed support, particularly to program and administrative staff.
 4. .75 FTE Senior Nutrition Head Cook and .75 FTE Senior Nutrition Assistant Cook – these positions are responsible for planning, preparing and serving meals at the Quincy Senior Nutrition Site. They are vacant due to promotion and attrition.

- Can the department use other wages until the next budget cycle?

All positions are budgeted and funded in the current year.

- What are staffing levels at other counties for similar departments and/or positions?

N/A

- What core function will be impacted without filling the position prior to July 1?

Lack of services, compliance, billing and administration are all results of the vacancies.

- What negative fiscal impact will the County suffer if the position is not filled prior to July 1?

Filling these vacancies, which are all fully funded, will insure the departmental continuity, quality of service, and efficient administration.

- A non-general fund department head need 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?

N/A

- Does the department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions?

No.

- 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?

N/A. All positions requested are fully funded by contract for the 13-14 fiscal year. Filling these positions helps PCPHA draw down grant revenue, which in turn helps support the county general fund by nearly half a million dollars in overhead payments.

- Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years?

FY 11/12 Total Cash Reserves \$559,308

FY 12/13 Total Cash Reserves \$561,253

FY 13/14 Total Cash Reserves \$561,618

CRITICAL STAFFING COMMITTEE REQUEST FORM

The following information and questionnaire must be completed in its entirety before the request will be reviewed by the Critical Staffing Committee.

DATE OF REQUEST: 2/10/2014

DEPARTMENT TITLE: Public Health Agency

BUDGET CODE AND BREAKDOWN FOR REQUESTED POSITION: 70560;
70561; 70566; 20480; 20830

POSITION TITLES: 1.10 and .9 FTE Health Education Coordinator I/II or Health

Education Specialist or Community Outreach Coordinator; 1.00 FTE Management Analyst I/II or Department Fiscal Officer I/II or Grant Compliance Officer; 1.00 Administrative Assistant I/II or Fiscal Technical Services Assistant I/II/III or Office Assistant I/II/III; .75 FTE Head Cook; .75 FTE Assistant Cook.

ARE POSITIONS CURRENTLY ALLOCATED? YES X NO

*After Board approval of resolution

For Committee use only

Date of Committee Review: _____

Determination of Committee? _____ Recommended
Not Recommended

Comments: _____

Date to Board of Supervisors: _____

Board Action: Approved Denied

Board Modifications

Date returned to Department: _____

Date submitted to HR Technician for recruitment:



DEPARTMENT OF FACILITY SERVICES
& AIRPORTS

198 ANDY'S WAY., QUINCY, CALIFORNIA 95971-9645
(530) 283-6299 FAX: (530) 283-6103



Donald Sawchuk
Director

Date: February 18, 2014
To: Honorable Board of Supervisors
From: Dony Sawchuk, Director
Subject: Executive Report for February 2014 - Plumas County Management Council

Background

PCMC wishes to present to the Board of Supervisors a monthly report regarding the activities of the PCMC. Material to report may include items such as departmental matters, policy development and recommendations thereof, objective analysis of county related issues and efforts of successful coordination between county departments.

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PLUMAS COUNTY
DEPARTMENT OF PUBLIC WORKS
1834 EAST MAIN STREET • QUINCY, CA 95971 • (530) 283-6268
Robert A. Perreault, Jr., P.E. *Director of Public Works*

AGENDA REQUEST

For the February 18, 2014 Meeting of the Board of Supervisors

Date: February 10, 2014

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works 

Subject: CA OHMVR Grant Program; Discussion, possible action and/or direction to staff.

BACKGROUND:

Referencing the California Department of Parks and Recreation, there are opportunities for grant funding to support projects of interest and benefit to the County of Plumas as well as additional stakeholders in the OHV-related recreational field.

California State Parks – Off-Highway Motor Vehicle Recreation is now administering a Grants Program, seeking applications for projects by providing financial assistance to counties, federal agencies, nonprofit entities and others. The Grants Program supports the planning, acquisition, development, maintenance, administration, operation, enforcement, restoration, and conservation of trails, trailheads, areas, and other facilities associated with the use of off-highway motor vehicles, and programs involving off-highway motor vehicle safety or education.

The application timetable for this 2014 cycle is as follows:

March 3	Preliminary applications are due
March 4 to April 7	Public review and comment period
May 5	Final applications are due
May	OHMVR Division review of final applications
June 2	Application Results - Intent to Award posted on the website
June 3 to July 2	Thirty (30) calendar day appeal period
July 3	Final Awards posted on the website upon resolution of any appeals

Public Works staff is presently preparing applications to be submitted for consideration for the following projects:

1. OHV Signage for Roadways Identified in the Plumas County OHV Ordinance.
2. County Maintenance of Forest Highway Roadways – Planning Study.
3. Construction of an OHV Trail in conjunction with the FHWA Beckwourth-Genesee Highway Improvement Project.

The Director of Facilities Dony Sawchuk reports that he is coordinating directly with the Sierra Butte Trail Stewardship in regard to several projects (not listed above).

The Sheriff's Office traditionally applies for law enforcement related grants from the State program.

On January 16 – 17, 2014, the California OHMVR Division conducted an application workshop on the Grants Program. Attendees at the workshop, representing Plumas County, were the following: Supervisor Terry Swofford, Facilities Director Dony Sawchuk, Todd Johns from the Sheriff's Office and Public Works Technician Mark Crews.

On January 23, 2014, a meeting was conducted in the headquarter offices of the Plumas National Forest. Attendees at that meeting included County Supervisors, County staff, PNF staff, representatives from the California OHMVR Division and representatives from several non-profit stakeholders groups. The purpose of the meeting was to afford the representatives from the State agency to highlight opportunities for grant funding and to respond to questions pertaining to the Grants Program. A central theme of the meeting stressed the resulting benefits associated with stakeholders collaborating with each other in support of specific applications.

On January 23, 2014, Public Works staff met with staff of the Sheriff's Office to consider a possible project involving the possible maintenance of certain forest highways by the Plumas County Department of Public Works. In summery; due to the short timeframe to apply for these grants, it was decided that the best approach for this project during this grant cycle would be to apply for funding to perform a feasibility or planning study to gather engineering information as which specific roadways or trails would best serve the needs of the users throughout the forest.

On February 10, 2014, Public Works staff conducted a meeting with Plumas National Forest staff for the purpose of identifying potential projects warranting joint efforts, including the sharing of pertinent information from past applications.

Public Works staff will make a brief presentation to the Board of Supervisors on February 18, 2014 and answer questions. Other agency representatives and project stakeholders are also scheduled to be present to submit comments and answer questions.

It is intended that this Agenda Request will enable a full consideration of opportunities associated with the California OHMVR Grant Program. Accordingly, it is noted that this Agenda Request may also be suitable for other agencies, non-profits and stakeholders to consider requesting support from the Board of Supervisors in regard to applications that may not be listed or mentioned above.

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 Joe Blackwell, Deputy Director



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CONSENT AGENDA REQUEST

For the February 18, 2014 meeting of the Plumas County Board of Supervisors

February 11, 2014

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

A handwritten signature in black ink, appearing to read "Robert A. Perreault".

Subject: Gansner Park Pathway Project

Background and Discussion

During the spring of 2012, construction of the pathway portion of the Gansner Park Pathway Project was substantially completed. The pathway has been a very popular new feature of Gansner Park since its completion.

Placement of interpretive signage and benches presently constitute the remainder of the tasks necessary to close out the project.

Required reporting and reimbursement requests necessary for the completion of the Gansner Park Pathway Project require designation of an authorized agent by the Plumas County Board of Supervisors. This authority was originally granted to the former CAO.

Resolution 06-7318, copy attached, grants the Plumas County Board of Supervisors the authority to designate the former CAO as an agent to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, payment requests and so on, which may be necessary for the completion of the Gansner Park Pathway Project. In order to revise that requirement, the Board of Supervisors needs to adopt an "amendment resolution," a proposed copy of which is attached.

Recommendation

Public Works staff respectfully recommends that the Board of Supervisors adopt the attached Resolution to the designate Director of Public Works as the County agent to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, payment requests and so on, necessary to complete the Gansner Park Pathway Project, and, to authorize the Chair to sign the attached letter to the California Natural Resources Agency.

Enclosures:

Resolution 06-7318
Draft "Amendment Resolution"

RESOLUTION NO. 14-_____

**A RESOLUTION AMENDING RESOLUTION No. 06-7318
OF THE PLUMAS COUNTY BOARD OF SUPERVISORS
APPROVING THE APPLICATION FOR GRANT FUNDS FOR THE
CALIFORNIA RIVER PARKWAYS GRANT PROGRAM UNDER THE
WATER SECURITY, CLEAN DRINKING WATER, COASTAL AND
BEACH PROTECTION ACT OF 2002 (Proposition 50)**

WHEREAS, the Plumas County Board of Supervisors adopted Resolution 06-7318 on October 3, 2006, pertaining to the subject, as titled above, and

WHEREAS, Resolution 06-7318 pertains to the American Valley River Parkway Project, and

WHEREAS, the Board of Supervisors now desire to amend Paragraph No. 6 of Resolution 06-3718, pertaining to designation of a County employee to be appointed as the County's agent to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, payment requests and so on, which may be necessary for the completion of the aforementioned Project.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Plumas to hereby amend Paragraph No. 6 of Resolution 06-7318 to read as follows:

6. Appoints the Plumas County Director of Public Works, or designee, as agent to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, payment requests and so on, which may be necessary for the completion of the aforementioned Project.

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 18th day of February, 2014, by the following vote:

AYES: Supervisors

NOES: Supervisors

ABSTAIN: Supervisors

Chair, Board of Supervisors

ATTEST:

Clerk of the Board of Supervisors

RESOLUTION 06 - 7318

**A RESOLUTION OF THE PLUMAS COUNTY BOARD OF SUPERVISORS
APPROVING THE APPLICATION FOR GRANT FUNDS FOR THE
CALIFORNIA RIVER PARKWAYS GRANT PROGRAM UNDER THE WATER
SECURITY, CLEAN DRINKING WATER, COASTAL AND BEACH PROTECTION
ACT OF 2002 (Proposition 50)**

WHEREAS, the Legislature and Governor of the State of California have provided funds for the program shown above; and

WHEREAS, the Resources Agency has been delegated the responsibility for the administration of this grant program, establishing necessary procedures; and

WHEREAS, said procedures established by the State Resources Agency require a resolution certifying the approval of application(s) by an applicant's governing board before submission of said applications to the State; and

WHEREAS, the County of Plumas (the "Applicant"), if selected, will enter into an agreement with the State of California to carry out the Project


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

1. Approves the filing of an application for the American Valley River Parkway Project; and
2. Certifies that Applicant understands the assurances and certification in the application; and
3. Certifies that Applicant or title holder will have sufficient funds to operate and maintain the Project consistent with the land tenure requirements; or will secure the resources to do so; and
4. Certifies that it will comply with the provisions of Section 1771.8 of the State Labor Code regarding payment of prevailing wages on Projects awarded Proposition 50 Funds; and
5. If applicable, certifies that the Project will comply with any laws and regulations including, but not limited to, legal requirements for building codes, health and safety codes, disabled access laws, and, that prior to commencement of construction, all applicable permits will have been obtained; and
6. Appoints the County Administrative Officer, or designee, as agent to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, payment requests and so on, which may be necessary for the completion of the aforementioned Projects.

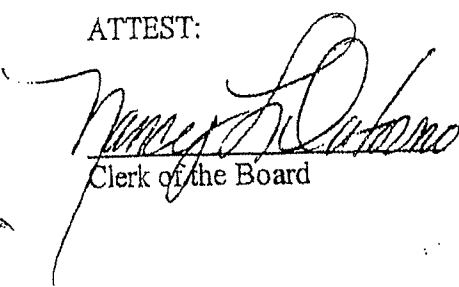
The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said board held on the 3rd day of October, 2006.

AYES:
NOES:
ABSENT:

Supervisors Olsen, Dennison, Comstock, Powers, Meacher
Supervisors None
Supervisors None


Chair, Board of Supervisors

ATTEST:


Clerk of the Board



ELLIOTT SMART
DIRECTOR


DEPARTMENT OF SOCIAL SERVICES
AND PUBLIC GUARDIAN

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

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

DATE: FEBRUARY 7, 2014

TO: HONORABLE BOARD OF SUPERVISORS

FROM: ELLIOTT SMART, DIRECTOR 
DEPARTMENT OF SOCIAL SERVICES

SUBJ: BOARD AGENDA ITEM FOR FEBRUARY 18, 2014, CONSENT AGENDA

RE: REQUEST TO APPROVE A CONTINUING AGREEMENT WITH THE
MENTAL HEALTH DEPARTMENT FOR SERVICES TO RECIPIENTS OF
CalWORKs AND THEIR FAMILIES

It is Recommended that the Board of Supervisors

1. Approve a Memorandum of Understanding (MOU) between the Department of Social Services and the Mental Health Department for services to recipients of CalWORKs financial assistance and their families.
2. Authorize the Social Services Director and the Mental Health to sign the MOU for FY 2013-2014.
3. Authorize the Social Services Director and the Mental Health Director to execute extensions of the MOU subject to the availability of CalWORKs/TANF funds for this purpose and an agreement regarding compensation.

Background and Discussion

The Board-approved Plumas County CalWORKs Plan includes an element for mental health case management and direct treatment services for CalWORKs recipients and their families when a diagnosed mental illness impedes the recipient's ability to seek and/or accept work. Since the implementation of Welfare Reform and the initiation of local welfare-to-work services, the Department of Social Services has maintained a continuing agreement with the Mental Health Department to provide such services when a CalWORKs recipient is referred to them. The services are funded with a distinct appropriation which is part of the Department of Social Services Single Allocation for CalWORKs (see the enclosed All County Fiscal Letter No. 13/14-11).

Following changes in leadership at the Mental Health Department, the Department of Social Services felt it advisable to revisit the ongoing relationship between the two agencies and to seek concurrence and approval of the new Department Head to

continue this long standing program element. The review process is complete and there is agreement that this relationship has value to both organizations and to the customers served.

With those determinations in place, the Board is asked to authorize the Department Heads to sign an agreement for the current fiscal year, authorize the Department Heads to execute extensions subject to the availability of funds and an agreement on compensation, and to approve a supplemental budget for the current year.

Financial Impact

There is no financial impact to the County General fund as a result of approving this MOU. Total funding available to finance this program element during FY 2013/2014 is identified in All County Fiscal Letter 13/14-11 at \$29,871. A copy of this letter is provided as an attachment to this memorandum.

CalWORKs funding comes from two sources. State General Fund dollars and Federal pass through funds are identified in the above referenced All County Letter. Funding for each program component is separately identified, but the total funding available is referred to as the CalWORKs Single Allocation. In order to draw down all funds associated with the CalWORKs Single Allocation, each county must meet a Maintenance of Effort (MOE) requirement. This requirement is also identified in the referenced All County Letter at \$115,918. The MOE requirement has held steady at this level since Welfare Reform was initiated in 1997/1998. As budgeted in our current year County Budget, Plumas will meet its MOE requirement this year.

Other Agency Involvement

County Counsel has reviewed the proposed MOU and has approved it as to form.

Copies: DSS Management Staff (memo only)
Peter Livingston, Mental Health Director
Roberta Allen, Auditor-Controller

Enclosure: Proposed Memorandum of Understanding
All County Fiscal Letter 13/14-11

MEMORANDUM OF UNDERSTANDING
BETWEEN
PLUMAS COUNTY DEPARTMENT OF SOCIAL SERVICES
&
PLUMAS COUNTY DEPARTMENT OF MENTAL HEALTH

WHEREAS, primary goals of the Plumas County CalWORKs program and the Federal Temporary Assistance to Needy Families (TANF) block grant include Providing assistance to needy families so that children may be cared for in their own homes; and, ending the dependence of needy parent on government benefits by promoting job preparation, work and marriage; and,

WHEREAS, individuals suffering from mental illness who are the parents of TANF eligible children can serve to undermine these important TANF goals leading to parental role failures, child abuse and an inability to become independent, self sufficient and self supporting; and,

WHEREAS, the Plumas County Department of Mental Health has, within the scope of its resources, the means to provide case management and solution focused services to families that are in the CalWORKs, Welfare to Work programs, leading to the possibility that such families can become self-supporting; and,

WHEREAS, it is the desire of the Department of Social Services to provide financial resources to enhance existing services so that parents who have mental health disorders will have reasonable access to such services.

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

I. Parties

The parties to this interagency Agreement are the Plumas County Department of Social Services (hereinafter PCDSS) and the Plumas County Department of Mental Health hereinafter (PCDMH).

II. Services

A. PCDMH

1. Agrees to provide an on-site set of solution focused assessment, interventive and case management services for parents with suspected or identified ill children.

2. Agrees to participate in periodic team meetings as necessary to discuss program operations or client status.
3. Agrees to provide, on request, a summary report to **PCDSS** for parents referred to this project which documents their completion of the program's required elements.

B. PCDSS

1. Agrees to refer appropriate parents to the project.
2. Agrees to participate in periodic team meetings as needed to discuss program operations or client status.

III. Laws, Regulations and Policies

It is understood that each of the Parties to this Agreement are required to operate within the scope of their governing laws, regulations and policies. Nothing in this Agreement shall impose any additional requirements.

IV. Financial Records

Each of the Parties shall be responsible for maintaining any necessary financial records in accordance with the procedures and requirements specified by laws and regulations governing their discrete functions and programs. Nothing in this Agreement shall impose any additional requirements to those regulations and policies.

V. Term

The term of this Agreement shall be from the date of full execution to June 30, 2014. As necessary, this Agreement may be extended for additional periods of 12 calendar months subject to the availability of funds for this purpose and an agreement regarding compensation. All such extensions shall be executed in writing and shall be signed by both the Mental Health and Social Services Department Heads.

VI. Compensation

The compensation available to pay for the capacity necessary to operate this project comes from the Department of Social Services CalWORKs/TANF funds. Pursuant to County Fiscal Letter 13/14-11, the total amount available is \$29,871. Subject to receipt of a claim for these funds submitted on Mental Health letterhead and signed by the Director, the Department of Social Services shall pay this amount on one lump sum prior to June 30, 2014. Mental Health may bill as appropriate for Medi-Cal or other external payers in accordance with its own guidelines and policies.

Accordingly, the Parties hereby (and with the approval of the Board of Supervisors) execute this Agreement:

Plumas County Dept. of Social Services

Elliott Smart, Director

Date: _____

Plumas County Mental Health Dept.

Peter Livingston, Mental Health Director

Date: _____

Approved as to Form:  2/6/14
Steve Mansell
Deputy County Counsel



STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



EDMUND G. BROWN JR.
GOVERNOR

September 12, 2013

COUNTY FISCAL LETTER (CFL) NO. 13/14-11

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY WELFARE FISCAL OFFICERS
ALL COUNTY CHILD CARE COORDINATORS

SUBJECT: FISCAL YEAR (FY) 2013-14 SINGLE ALLOCATION (SA) AND
MENTAL HEALTH (MH) AND SUBSTANCE ABUSE ALLOCATION
FOR THE CALIFORNIA WORK OPPORTUNITY AND
RESPONSIBILITY TO KIDS (CALWORKS) PROGRAM

REFERENCE: WELFARE AND INSTITUTIONS CODE (WIC) SECTION 11451.5
SENATE BILL (SB) 1041 (CHAPTER 47, STATUTES OF 2012)
ALL COUNTY LETTER (ACL) NO. 13-42, DATED MAY 23, 2013
CFL NO. 09/10-46, DATED FEBRUARY 09, 2010
CFL NO. 09/10-12E, DATED OCTOBER 28, 2009

This letter notifies counties of the SA and MH and Substance Abuse allocation for the CalWORKs program for FY 2013-14. A total of \$2.05 billion in federal Temporary Assistance for Needy Families funds and General Fund (GF) was made available upon approval of the FY 2013-14 Budget Act.

Attachment I displays a summary of the CalWORKs SA funds for the following program components: Eligibility Administration, Welfare-to-Work (WTW) Employment Services, Cal-Learn, Stage One Child Care and MH and Substance Abuse.

CalWORKs Eligibility Administration, WTW Employment Services and Stage One Child Care

Attachment II displays each county's FY 2013-14 allocation for the CalWORKs Eligibility Administration, WTW Employment Services and Stage One Child Care. The funding for these components reflects the administration and services costs of the CalWORKs program, as well as direct services delivery costs.

The California Department of Social Services collaborated with the County Welfare Directors Association (CWDA) on the distribution of a total of \$1.9 billion for CalWORKs Eligibility Administration, WTW Employment Services and Stage One Child Care components as follows:

- The \$1.9 billion for the FY 2013-14 allocation includes an increase of \$181.2 million above the FY 2012-13 combined allocation level.
- Of the \$181.2 million increase, \$15.8 million was distributed to those counties based on either their FY 2011-12 expenditures or their most recent four quarters of expenditures from June 2012 through March 2013 quarters, for the three components that are higher than their FY 2012-13 combined allocation.
- Fifty percent of the remaining \$165.4 million was distributed based on a percent to total of each county's average monthly caseload for the most recent 12 months from June 2012 through May 2013 as reported on the CalWORKs WTW Monthly Activity Report - All (Other) Families (WTW 25) and the CalWORKs WTW Monthly Activity Report - Two-Parent Families (WTW 25A). The other 50 percent was distributed based on a percent to total of each county's FY 2012-13 combined allocation for the three components.
- Attachment II displays the available statewide funds for each of the components that were distributed based on a percent to total of each county's final FY 2013-14 combined allocation for CalWORKs Eligibility Administration, WTW Employment Services and Stage One Child Care.

Assembly Bill (AB) 98 Subsidized Employment Adjustment due to Increased Earned Income Disregard (EID)

As described in ACL 13-42, SB 1041 amends W&IC section 11451.5 to restore the EID to the first \$225 and 50 percent of the earned income when determining the net non-exempt income to calculate the family's grant amount. Since the calculations for the AB 98 subsidy and EID are aligned, a revised wage subsidy calculation is required for participants entering the AB 98 Subsidized Employment program on or after October 1, 2013. Detailed information on the revised calculation will be forthcoming in a separate ACL.

In order for County Welfare Departments to continue in existing contracts with employers for ongoing participants who started in the AB 98 Program prior to October 1, 2013, counties with AB 98 programs are being allocated a total of \$559,085 in FY 2013-14 as shown in Attachment I. This funding is provided on a one-time basis to cover the difference between wage subsidies that counties negotiated with employers

based on the current EID and the amount allowable under AB 98 based on the increased EID. Funding is distributed based on an average of a percent to total of average monthly caseload from June 2012 through May 2013 as reported on the AB 98 Subsidized Employment Report and the most recent four quarters of AB 98 expenditures from June 2012 through March 2013 quarters as reported on the County Expense Claim (CEC).

Cal-Learn

Attachment I displays the FY 2013-14 Cal-Learn allocation for the administration and service costs of providing intensive case management, supportive services and fiscal incentives/disincentives to eligible teen recipients who are pregnant or parenting and participating in the Cal-Learn Program.

In accordance with CWDA, the FY 2013-14 Cal-Learn funds were distributed based on a percent to total of each county's average monthly caseload for Calendar Year 2012 as reported on the Cal-Learn Program Teen Parent Monthly Status Report (STAT 45). An adjustment was made to ensure that each county received a minimum allocation of \$1,000.

CalWORKs MH and Substance Abuse

Attachment I reflects the MH and Substance Abuse allocation to provide necessary MH and substance abuse services, including case management and treatment, to CalWORKs program participants in need of these services to obtain or retain employment. A total of \$126.6 million GF was made available for these programs upon approval of the FY 2013-14 Budget Act. The attachment displays the MH and Substance Abuse allocation separately.

In accordance with CWDA, the MH and Substance Abuse funds have been distributed as follows:

- Fifty percent of each program's funds were distributed based on a percent to total of each county's average monthly caseload for the most recent 12 months from May 2012 through April 2013, as reported on the CalWORKs Cash Grant Caseload Movement Report (CA 237 CW).
- The remaining 50 percent of each program's funds were distributed based on a percent to total of each county's most recent four quarters of expenditures for MH and Substance Abuse from June 2012 through March 2013 quarters as reported on the CEC. Only expenditures up to each county's FY 2012-13 allocation were used.

As indicated in CFL 09/10-12E, W&IC section 11325.71, Subdivision (a), allows counties to redirect funds from their CalWORKs MH and Substance Abuse allocations to the SA to fund other CalWORKs employment services that are necessary for individuals to participate in WTW activities, and vice versa for FY 2009-10 and FY 2010-11. The W&IC section 11325.71 was extended in FY 2011-12 and again for another two years. It is due to sunset on June 30, 2014. Transfers to or from the MH or Substance Abuse allocation to the SA are addressed within CFL 09/10-46. As a reminder, CalWORKs SA funds may be utilized to cover additional expenses. However, only services that are non-medical may be funded from the SA.

Program Codes (PCs)

Attachment III provides a complete listing of PCs available for claiming to the CalWORKs SA, including MH and Substance Abuse. Expenditures charged against these PCs are tracked against the CalWORKs SA ledger on the quarterly CEC.

If you have any questions regarding this CFL, please direct them to the Fiscal Systems Bureau at fiscal.systems@dss.ca.gov.

Sincerely,

Original Document Signed By:

FRAN MUELLER
Deputy Director
Administration Division

Attachments

FY 2013-14 CALWORKS SINGLE ALLOCATION AND MENTAL HEALTH AND SUBSTANCE ABUSE ALLOCATION

COUNTY	CALWORKS ELIGIBILITY ADMINISTRATION (FED**/STATE)	WELFARE TO WORK EMPLOYMENT SERVICES (FED**/STATE)	CALWORKS CHILD CARE (FED**/STATE)	AB 98 SUBSIDIZED EMPLOYMENT ADJUSTMENT	CASE MGMT; ADMIN TRANS & ANCILLARY (FED**/STATE)	TOTAL SINGLE ALLOCATION (FED**/STATE)	CALWORKS MENTAL HEALTH (STATE)	CALWORKS SUBSTANCE ABUSE (STATE)	NET CALWORKS PROGRAM ALLOCATION (FED**/STATE)	COUNT - MAINTENANCE OF EFFORT (MOE)
ALAMEDA	\$21,673,305	\$37,236,824	\$15,974,374	\$14,076	\$629,784	\$74,528,363	\$3,228,000	\$855,291	\$79,611,654	\$3,951,115
ALPINE	\$105,427	\$181,134	\$77,705	\$0	\$1,000	\$365,266	\$343	\$226	\$365,835	\$28,546
AMADOR	\$278,687	\$478,812	\$205,407	\$0	\$3,494	\$966,400	\$24,264	\$15,987	\$1,006,651	\$130,883
BUTTE	\$4,467,807	\$7,676,123	\$3,293,011	\$6,897	\$288,797	\$15,732,635	\$584,988	\$360,390	\$16,678,013	\$1,264,015
CALAVERAS	\$512,788	\$881,018	\$377,952	\$34	\$6,951	\$1,778,743	\$32,704	\$32,704	\$1,853,145	\$156,266
COLUSA	\$288,528	\$495,719	\$212,660	\$1,637	\$10,445	\$1,008,989	\$15,069	\$8,421	\$1,032,479	\$116,805
CONTRA COSTA	\$15,198,940	\$26,113,241	\$11,202,424	\$10,056	\$553,210	\$53,077,871	\$1,273,095	\$823,064	\$55,174,030	\$4,126,052
DEL NORTE	\$943,980	\$1,621,849	\$695,764	\$0	\$55,684	\$3,317,277	\$93,277	\$67,468	\$3,478,022	\$172,333
EL DORADO	\$1,533,286	\$2,634,334	\$1,130,113	\$0	\$10,445	\$5,308,178	\$75,193	\$71,213	\$5,454,584	\$383,489
FRESNO	\$21,342,211	\$36,667,973	\$15,730,340	\$45,586	\$2,988,788	\$76,774,898	\$3,701,552	\$3,232,458	\$83,708,908	\$4,022,882
GLENN	\$936,286	\$1,608,630	\$690,093	\$3,144	\$17,397	\$3,255,550	\$65,083	\$25,691	\$3,346,324	\$137,622
HUMBOLDT	\$3,758,557	\$6,457,563	\$2,770,256	\$15,899	\$86,985	\$13,089,260	\$327,744	\$255,972	\$13,672,976	\$673,396
IMPERIAL	\$4,167,905	\$7,160,863	\$3,071,967	\$11,918	\$396,637	\$14,809,290	\$571,368	\$211,529	\$15,592,187	\$913,325
INYO	\$301,304	\$517,669	\$222,077	\$0	\$6,951	\$1,048,001	\$23,119	\$16,339	\$1,064,340	\$91,860
KERN	\$15,375,464	\$26,416,527	\$11,332,531	\$50	\$1,760,589	\$54,885,161	\$2,135,164	\$1,344,132	\$58,364,457	\$3,474,028
KINGS	\$2,671,808	\$4,590,422	\$1,969,264	\$0	\$222,667	\$9,454,161	\$306,533	\$151,049	\$9,911,743	\$663,676
LAKE	\$1,365,075	\$2,345,331	\$1,006,133	\$0	\$62,637	\$4,779,176	\$151,111	\$77,975	\$5,008,262	\$86,313
LASSEN	\$458,333	\$787,460	\$337,815	\$176	\$10,445	\$1,594,229	\$73,401	\$69,881	\$1,737,511	\$132,876
LOS ANGELES	\$158,494,986	\$272,309,646	\$116,819,200	\$140,701	\$7,912,066	\$555,676,599	\$25,698,522	\$18,807,680	\$600,182,801	\$37,439,402
MADERA	\$2,147,608	\$3,689,797	\$1,582,901	\$0	\$257,461	\$7,677,767	\$505,560	\$159,294	\$8,342,621	\$574,869
MARIN	\$2,344,804	\$4,028,599	\$1,728,245	\$0	\$27,843	\$8,129,491	\$170,072	\$49,193	\$8,348,756	\$602,817
MARIPOSA	\$477,149	\$819,788	\$351,684	\$37	\$6,951	\$1,655,609	\$36,853	\$16,842	\$1,709,304	\$109,304
MENDOCINO	\$1,416,069	\$2,432,943	\$1,043,718	\$0	\$114,827	\$5,007,557	\$157,406	\$60,857	\$5,225,820	\$122,989
MERCED	\$6,578,029	\$11,301,687	\$4,848,356	\$0	\$469,719	\$23,197,791	\$1,066,399	\$596,629	\$24,860,819	\$1,227,051
MODOC	\$333,082	\$572,267	\$245,499	\$0	\$3,494	\$1,154,342	\$36,657	\$31,361	\$1,222,360	\$95,503
MONO	\$208,423	\$358,090	\$153,619	\$0	\$1,000	\$721,132	\$14,162	\$13,859	\$749,153	\$67,295
MONTEREY	\$6,640,720	\$11,409,396	\$4,894,563	\$754	\$476,670	\$23,422,103	\$649,080	\$388,946	\$24,460,129	\$1,822,830
NAPA	\$1,160,119	\$1,993,196	\$855,069	\$0	\$24,349	\$4,032,733	\$67,639	\$29,938	\$4,130,310	\$404,996
NEVADA	\$973,300	\$1,672,223	\$717,374	\$268	\$38,288	\$3,401,453	\$95,947	\$33,507	\$3,530,907	\$363,201
ORANGE	\$28,980,573	\$49,791,413	\$21,360,217	\$51,317	\$1,367,410	\$101,550,930	\$3,511,147	\$1,381,611	\$106,443,688	\$5,067,958
PLACER	\$2,811,099	\$4,829,739	\$2,071,929	\$8,886	\$59,143	\$9,780,796	\$261,517	\$212,459	\$10,254,772	\$873,776
PLUMAS	\$361,432	\$620,975	\$266,395	\$224	\$6,951	\$1,255,977	\$29,871	\$26,042	\$1,311,890	\$115,918
RIVERSIDE	\$29,225,521	\$30,212,259	\$21,540,757	\$0	\$2,157,226	\$103,135,763	\$4,882,936	\$1,514,663	\$109,533,362	\$5,089,580
SACRAMENTO	\$32,615,987	\$36,037,405	\$24,039,710	\$10,950	\$2,651,294	\$115,355,346	\$4,528,143	\$3,913,776	\$123,797,265	\$8,863,262
SAN BENITO	\$712,580	\$1,224,281	\$525,209	\$0	\$10,445	\$2,472,515	\$49,938	\$60,681	\$2,583,134	\$165,195
SAN BERNARDINO	\$37,545,922	\$64,507,508	\$27,673,333	\$86,131	\$3,587,237	\$133,400,131	\$5,025,120	\$3,238,214	\$141,663,465	\$9,939,989
SAN DIEGO	\$25,630,762	\$44,036,116	\$18,891,229	\$0	\$1,562,235	\$90,120,342	\$4,214,513	\$2,772,901	\$97,107,756	\$10,452,043
SAN FRANCISCO	\$14,628,066	\$25,132,426	\$10,781,660	\$32,953	\$240,065	\$50,815,170	\$951,683	\$775,703	\$52,542,556	\$4,188,115
SAN JOAQUIN	\$10,140,397	\$17,422,178	\$7,474,010	\$38,939	\$1,106,455	\$36,181,979	\$2,226,609	\$1,253,161	\$39,661,749	\$2,665,299
SAN LUIS OBISPO	\$3,313,137	\$5,692,288	\$2,441,957	\$970	\$80,033	\$11,528,385	\$134,974	\$158,063	\$11,821,422	\$977,647
SAN MATEO	\$4,491,388	\$7,716,636	\$3,310,391	\$0	\$212,257	\$15,730,672	\$184,225	\$361,773	\$16,276,670	\$1,844,535
SANTA BARBARA	\$4,900,024	\$8,418,713	\$3,611,577	\$14,050	\$278,351	\$17,222,715	\$766,924	\$565,962	\$18,555,601	\$1,835,578
SANTA CLARA	\$22,026,693	\$37,843,978	\$16,234,839	\$5,506	\$678,482	\$76,789,498	\$1,437,138	\$819,746	\$79,046,382	\$8,658,148
SANTA CRUZ	\$4,203,287	\$7,221,651	\$3,098,045	\$1,979	\$160,066	\$14,685,028	\$295,127	\$212,760	\$15,192,915	\$1,145,896
SHASTA	\$2,871,950	\$4,934,287	\$2,116,779	\$1,101	\$194,860	\$10,118,977	\$402,069	\$324,269	\$10,445,306	\$1,049,697
SIERRA	\$122,294	\$210,112	\$90,137	\$0	\$1,000	\$423,543	\$2,976	\$1,608	\$428,127	\$55,492
SISKIYOU	\$742,447	\$1,275,595	\$547,223	\$0	\$41,745	\$2,607,010	\$144,320	\$128,853	\$2,880,183	\$275,857
SOLANO	\$6,092,896	\$10,468,182	\$4,490,787	\$314	\$205,271	\$21,257,450	\$692,074	\$556,486	\$22,506,010	\$1,870,052
SONOMA	\$5,740,029	\$9,861,922	\$4,230,705	\$636	\$194,860	\$20,028,152	\$582,394	\$403,828	\$21,014,374	\$1,530,471
STANISLAUS	\$8,406,196	\$14,442,654	\$6,195,812	\$43,279	\$939,437	\$30,027,378	\$1,235,135	\$1,217,064	\$32,479,577	\$2,211,403
SUTTER	\$1,410,719	\$2,423,751	\$1,039,775	\$5,334	\$111,334	\$4,985,579	\$181,058	\$132,448	\$5,299,085	\$333,225
THERMA	\$1,444,923	\$2,482,517	\$1,064,985	\$0	\$73,082	\$5,070,841	\$245,303	\$232,042	\$5,548,186	\$318,172
TRINITY	\$298,199	\$512,334	\$219,788	\$1,006	\$10,445	\$1,041,772	\$10,071	\$6,636	\$1,058,479	\$120,795
TULARE	\$8,312,866	\$14,282,303	\$6,127,022	\$0	\$2,122,432	\$30,844,623	\$1,172,646	\$33,757,048	\$33,757,048	\$2,126,887
TUOLUMNE	\$722,913	\$1,242,035	\$532,825	\$0	\$17,397	\$2,515,170	\$128,069	\$75,914	\$2,719,153	\$273,339
VENTURA	\$7,969,302	\$13,692,028	\$5,873,798	\$3,745	\$514,958	\$28,053,831	\$810,720	\$651,152	\$29,515,703	\$2,656,485
YOLO	\$3,196,922	\$5,492,620	\$2,356,301	\$532	\$149,621	\$11,195,996	\$239,466	\$212,761	\$11,648,223	\$856,570
YUBA	\$2,543,496	\$4,369,970	\$1,874,691	\$0	\$111,334	\$8,899,491	\$201,011	\$111,282	\$9,211,784	\$683,799
Total	\$547,616,000	\$940,857,000	\$403,622,000	\$559,085	\$35,291,000	\$1,927,945,085	\$76,303,600	\$50,302,400	\$2,054,551,085	\$140,540,756

**FEDERAL FUNDS ARE TANF AND AWARDED UNDER CFDA #93558. SOME OF THESE TANF FUNDS ARE TRANSFERRED TO TITLE XX FOR STAGE I CHILD CARE UNDER CFDA # 93667.

FY 2013-14 CALWORKS ELIGIBILITY ADMINISTRATION, WELFARE-TO-WORK (WTTW) EMPLOYMENT SERVICES AND STAGE ONE CHILD CARE ALLOCATION

COUNTY	FY 2012-13 CALWORKS ELIGIBILITY, EMPLOYMENT SRVC & CHILD CARE ALLOCATION	FY 2011-12 CALWORKS ELIGIBILITY, EMPLOYMENT SRVC & CHILD CARE EXPENDITURES	JUNE 2012 QTR THROUGH MARCH 2013 QTR CALWORKS ELIGIBILITY, EMPLOYMENT SRVC & CHILD CARE EXPENDITURES	FUNDING NEEDED FOR FY 2013-14 BASE ALLOCATION	FUNDING DISTRIBUTION BASED ON CASELOAD	FUNDING DISTRIBUTION BASED ON FY 2012-13 ALLOCATION	FY 2013-14 CALWORKS ELIGIBILITY, EMPLOYMENT SRVC, & CHILD CARE ALLOCATION	Percent-to-total	FY 2013-14 CALWORKS ELIGIBILITY ALLOCATION	FY 2013-14 EMPLOYMENT SERVICES ALLOCATION	FY 2013-14 STAGE ONE CHILD CARE ALLOCATION
ALAMEDA	\$67,842,138	\$69,107,897	\$68,533,635	\$1,265,759	\$2,495,044.30	\$3,277,569.47	\$74,884,511	3.957756%	\$21,673,305	\$37,236,824	\$15,974,374
ALPINE	\$345,842	\$54,317	\$33,023	\$0	\$1,723.42	\$16,708.51	\$364,274	0.019222%	\$105,427	\$181,134	\$77,705
AMADOR	\$855,810	\$608,967	\$591,509	\$0	\$47,345.58	\$47,345.58	\$962,907	0.050891%	\$478,687	\$478,812	\$205,407
BUTTE	\$14,153,752	\$13,911,423	\$13,566,486	\$0	\$599,395.99	\$683,791.56	\$15,436,940	0.815865%	\$4,467,807	\$7,676,123	\$3,293,011
CALAVERAS	\$1,492,738	\$1,545,039	\$1,592,034	\$99,296	\$107,615.88	\$72,116.71	\$1,771,767	0.093640%	\$212,788	\$881,018	\$377,952
COLUSA	\$926,526	\$857,021	\$872,918	\$0	\$25,610.78	\$44,761.84	\$996,899	0.052688%	\$288,528	\$495,719	\$212,660
CONTRA COSTA	\$47,731,828	\$47,751,393	\$48,706,419	\$974,591	\$32,018,851	\$2,306,006.24	\$52,514,610	2.775474%	\$15,198,940	\$26,112,241	\$11,202,424
DEL NORTE	\$2,911,145	\$2,576,743	\$2,587,014	\$0	\$209,813.52	\$140,642.75	\$3,261,601	0.172380%	\$1,621,849	\$2,634,334	\$1,130,113
EL DORADO	\$4,602,289	\$4,866,567	\$4,217,225	\$264,278	\$208,828.23	\$222,344.49	\$5,297,740	0.279993%	\$1,533,286	\$3,667,973	\$1,570,340
FRESNO	\$66,408,589	\$66,270,071	\$59,989,840	\$0	\$4,123,620.52	\$3,208,311.91	\$73,740,521	3.897295%	\$936,286	\$1,608,630	\$690,093
GLENN	\$3,024,611	\$3,010,472	\$2,749,049	\$0	\$64,274.11	\$146,123.80	\$3,235,009	0.170975%	\$3,758,557	\$6,457,563	\$2,770,256
HUMBOLDT	\$9,646,590	\$12,244,274	\$12,013,610	\$2,597,684	\$276,057.37	\$466,042.86	\$12,986,374	0.686349%	\$4,167,905	\$7,160,863	\$3,071,967
IMPERIAL	\$11,980,870	\$12,900,910	\$17,405,077	\$920,040	\$921,012.02	\$578,816.61	\$14,400,739	0.761100%	\$301,304	\$517,669	\$222,077
INYO	\$974,753	\$885,441	\$899,727	\$0	\$19,208.09	\$47,091.97	\$1,041,053	0.055021%	\$15,375,464	\$26,416,527	\$11,332,531
KERN	\$47,895,159	\$40,575,086	\$41,041,752	\$0	\$2,915,469.99	\$2,313,896.78	\$53,124,526	2.807709%	\$2,671,808	\$4,590,422	\$1,969,264
KINGS	\$7,787,788	\$7,139,381	\$8,415,436	\$627,648	\$439,820.41	\$376,241.46	\$9,231,498	0.487898%	\$1,365,075	\$2,345,331	\$1,006,133
LAKE	\$4,293,057	\$4,264,813	\$4,309,662	\$16,605	\$199,470.51	\$207,404.86	\$4,716,537	0.249276%	\$458,333	\$787,460	\$337,815
LASSEN	\$1,466,003	\$1,312,691	\$1,263,599	\$0	\$46,789.44	\$70,824.76	\$1,583,617	0.083606%	\$158,949,986	\$272,309,646	\$116,819,200
LOS ANGELES	\$500,002,674	\$485,452,523	\$480,104,527	\$0	\$23,465,111.83	\$24,155,984.78	\$547,623,773	28.942724%	\$2,147,608	\$3,689,797	\$1,582,901
MADERA	\$6,682,506	\$5,220,735	\$5,129,128	\$0	\$414,947.76	\$322,843.50	\$7,420,297	0.392174%	\$2,494,681	\$4,028,599	\$1,728,245
MARIN	\$7,304,418	\$7,613,570	\$7,477,376	\$309,132	\$135,196.40	\$352,888.89	\$8,101,655	0.428184%	\$2,344,804	\$819,788	\$351,684
MARIPOSA	\$1,070,809	\$1,553,054	\$1,834,411	\$482,245	\$43,834.41	\$51,732.39	\$1,648,621	0.087132%	\$477,149	\$2,432,943	\$1,043,718
MENDOCINO	\$4,446,426	\$3,398,633	\$3,538,406	\$0	\$321,483.99	\$214,814.33	\$4,892,724	0.258588%	\$6,578,029	\$11,301,687	\$4,848,356
MERCED	\$20,437,072	\$20,465,595	\$19,005,672	\$28,523	\$1,275,133.35	\$987,350.10	\$22,728,078	1.201212%	\$333,082	\$572,267	\$245,499
MODOC	\$1,004,861	\$1,079,391	\$1,015,432	\$74,530	\$22,902.08	\$48,546.75	\$1,150,840	0.060824%	\$208,423	\$358,090	\$153,619
MONO	\$682,942	\$426,294	\$391,278	\$0	\$4,186.63	\$32,993.80	\$720,122	0.038060%	\$6,440,719	\$11,409,396	\$4,894,563
MONTEREY	\$21,185,825	\$21,148,315	\$20,413,017	\$0	\$1,023,523.76	\$1,023,523.76	\$22,944,681	1.212660%	\$1,160,119	\$1,993,196	\$855,069
NAPA	\$2,857,804	\$3,776,986	\$3,443,426	\$919,182	\$93,332.56	\$138,065.47	\$4,008,384	0.211849%	\$973,300	\$1,672,223	\$717,374
NEVADA	\$3,068,388	\$2,995,050	\$2,725,355	\$0	\$146,278.37	\$148,239.02	\$3,362,905	0.177734%	\$28,980,573	\$49,791,413	\$21,360,217
ORANGE	\$93,002,164	\$91,708,802	\$89,617,981	\$0	\$2,636,950.23	\$4,493,093.10	\$100,132,207	5.292134%	\$2,811,099	\$4,829,739	\$2,071,929
PLACER	\$8,944,673	\$8,952,871	\$8,035,026	\$8,198	\$327,771.58	\$432,132.38	\$9,712,775	0.513334%	\$361,432	\$620,975	\$266,395
PLUMAS	\$1,156,958	\$642,052	\$643,417	\$0	\$35,953.79	\$55,894.23	\$1,248,806	0.060001%	\$29,225,521	\$50,212,259	\$21,540,757
RIVERSIDE	\$91,129,395	\$84,609,267	\$83,154,171	\$0	\$5,446,528.59	\$4,402,616.38	\$100,978,540	5.336864%	\$32,615,987	\$56,037,405	\$24,039,710
SACRAMENTO	\$102,665,374	\$102,506,596	\$98,791,772	\$0	\$5,067,780.94	\$4,959,939.40	\$112,693,094	5.959596%	\$32,615,987	\$56,037,405	\$24,039,710
SAN BENITO	\$2,184,308	\$2,247,446	\$2,062,937	\$63,138	\$109,092.98	\$105,527.93	\$2,462,067	0.130124%	\$712,580	\$1,224,281	\$525,209
SAN DIEGO	\$115,716,913	\$112,411,725	\$115,132,597	\$0	\$8,419,377.34	\$5,590,481.79	\$129,726,772	6.856250%	\$37,545,922	\$64,507,508	\$27,673,333
SAN FRANCISCO	\$42,805,749	\$47,714,169	\$43,624,093	\$4,908,420	\$4,931,845.57	\$3,853,936.92	\$88,588,110	4.680426%	\$25,630,762	\$44,036,116	\$18,891,229
SAN JOAQUIN	\$31,055,427	\$30,914,409	\$27,473,221	\$0	\$2,480,821.49	\$2,068,018.71	\$35,036,589	2.671227%	\$10,140,397	\$17,422,178	\$7,474,010
SAN LUIS OBISPO	\$10,598,460	\$9,711,166	\$9,364,271	\$0	\$386,883.81	\$512,029.69	\$11,447,374	1.851735%	\$3,313,137	\$5,692,288	\$2,441,957
SAN MATEO	\$14,440,066	\$12,451,903	\$14,070,676	\$0	\$380,717.39	\$697,624.39	\$15,518,408	0.604011%	\$4,491,388	\$7,716,636	\$3,310,391
SANTA BARBARA	\$14,973,605	\$15,651,361	\$15,492,264	\$677,756	\$555,562.40	\$723,400.49	\$16,930,324	0.894792%	\$4,900,024	\$8,418,713	\$3,611,577
SANTA CLARA	\$71,020,034	\$70,975,353	\$63,302,827	\$0	\$15,492,373.64	\$13,431,099.44	\$76,105,507	4.022288%	\$22,026,693	\$37,843,978	\$16,234,839
SANTA CRUZ	\$13,207,058	\$13,161,214	\$13,560,601	\$353,543	\$324,323.91	\$638,055.18	\$14,522,980	0.767561%	\$7,221,651	\$12,221,651	\$3,098,045
SHASTA	\$8,936,831	\$8,483,341	\$105,027	\$105,027	\$559,502.72	\$426,679.43	\$9,923,013	0.524446%	\$2,871,950	\$4,934,287	\$2,116,779
SIERRA	\$400,024	\$395,342	\$350,944	\$0	\$3,201.35	\$19,325.46	\$422,551	0.022332%	\$122,294	\$310,112	\$90,137
SISKIYOU	\$2,313,610	\$2,132,425	\$2,118,659	\$0	\$139,873.68	\$2,565,260	\$2,565,260	0.135578%	\$742,447	\$1,275,595	\$547,223
SOLANO	\$19,290,030	\$16,970,193	\$16,689,068	\$0	\$829,895.52	\$931,934.46	\$21,051,860	1.112622%	\$6,092,896	\$10,468,182	\$4,490,787
SONOMA	\$18,387,341	\$18,262,302	\$18,453,290	\$65,949	\$491,041.98	\$888,324.05	\$19,832,656	1.048185%	\$5,740,029	\$9,861,922	\$4,230,705
STANISLAUS	\$25,697,050	\$24,798,462	\$25,804,541	\$107,491	\$1,998,644.60	\$1,241,468.36	\$29,044,654	1.550535%	\$8,406,196	\$14,442,654	\$6,195,812
SUTTER	\$4,414,939	\$3,912,267	\$3,707,680	\$0	\$246,013.63	\$213,294.42	\$4,974,246	0.257611%	\$1,410,719	\$2,423,751	\$1,039,775
TEHAMA	\$4,539,881	\$4,151,399	\$4,229,104	\$0	\$233,208.24	\$219,329.12	\$4,992,418	0.263857%	\$1,444,923	\$2,482,517	\$1,064,985
TRINITY	\$964,724	\$940,971	\$964,724	\$177,947	\$27,581.35	\$38,010.32	\$1,030,316	0.054454%	\$298,199	\$512,334	\$219,788
TULARE	\$23,642,239	\$23,642,239	\$23,809,029	\$0	\$2,207,719.15	\$38,010.32	\$28,722,197	1.518010%	\$8,312,866	\$14,282,303	\$6,127,022
TUOLUMNE	\$2,262,160	\$1,230,855	\$1,421,776	\$0	\$126,331.32	\$1,221,926.33	\$2,497,780	0.120110%	\$722,913	\$1,242,035	\$532,825
VENTURA	\$25,251,035	\$25,183,235	\$25,361,942	\$110,907	\$953,271.82	\$1,219,970.22	\$27,535,134	1.455277%	\$3,969,302	\$13,692,028	\$5,873,798
YOLO	\$9,584,375	\$9,589,618	\$10,272,279	\$687,904	\$463,037.41	\$1,045,850	\$11,045,850	0.583789%	\$3,196,922	\$5,497,620	\$2,356,301
YUBA	\$8,125,697	\$7,629,375	\$7,021,539	\$0	\$269,900.99	\$392,566.43	\$8,788,164	0.464467%	\$2,543,496	\$4,369,970	\$1,874,691
Total	\$1,710,935,000	\$1,673,704,690	\$1,638,846,437	\$15,845,813	\$82,658,093.50	\$82,658,093.50	\$1,892,095,000	100.000000%	\$547,616,000	\$940,857,000	\$403,622,000

FY 2013-14 CalWORKs SINGLE ALLOCATION PROGRAM CODES

CalWORKs ELIGIBILITY

065	2 Parent Family State-Only CalWORKs Eligibility, Admin.	610	CalWORKs - Jail Match (SB 1556)
066	2 Parent Family State-Only CalWORKs Case Management	614	CalWORKs Eligibility
204	CalWORKs IEVS	615	Initial Eligibility Determination - CalWORKs/CalFresh/Medi-Cal
226	Child Spousal Support Disregards	616	Non-Federal CalWORKs Eligibility
263	U.S. Residency Project - CalWORKs	618	CalWORKs Program Integrity
269	CalWORKs SAVE Program	663	CalWORKs Case Management
278	CalWORKs Overpayment Collections	664	Information & Referral
293	CalWORKs AFIRM - Los Angeles County	665	Non-Federal CalWORKs Case Management: Recent Noncitizens
301	CalWORKs Fraud	* 763	NonFed NSTB ECF/Single-Admin
305	Non-Federal CalWORKs Fraud	* 773	NSTB Base Fed Single - Admin
340	EFD/P - Federal CalWORKs	* 775	NSTB Base NonFed Single - Admin

CalWORKs CAL LEARN

026	State-Only Cal Learn Eligibility [formerly known as (fka) State-Only WTW Teen Parent Eligibility]
027	State-Only Cal Learn Case Management (fka State-Only WTW Teen Parent Case Management)
028	State-Only Cal Learn Support Services (fka State-Only WTW Teen Parent Support Services)
432	Cal Learn Support Services, Transportation & Ancillary (fka WTW Teen Parent Support Services, Transportation & Ancillary)
617	Cal Learn Case Management (fka WTW Teen Parent Case Management)
630	Cal Learn Eligibility (fka WTW Teen Parent Eligibility)
640	Non-Federal Cal Learn Eligibility (fka Non-Federal WTW Teen Parent Eligibility)
641	Non-Federal Cal Learn Case Management (fka Non-Federal WTW Teen Parent Case Management)
649	Non-Federal Cal Learn Support Services (fka Non-Federal WTW Teen Parent Support Services)

CalWORKs WELFARE TO WORK (WTW) - EMPLOYMENT SERVICES

***055	Safety Net Employment Services - Non-Assistance	678	WTW 2 Parent Family Pre-Assessment: Non-Admin.
***056	Safety Net Employment Services - Assistance	679	WTW 2 Parent Family Post-Assessment: Non-Admin.
109	WTW 2 Parent Family General	680	WTW 2 Parent Family Post-Assessment: Voc. Ed., Non-Admin.
233	CalWORKs-Support Svcs: Grants & Loans	681	WTW 2 Parent Family Assessment: Non-Admin.
257	Supportive Services Outreach	682	WTW 2 Parent Family Post-Assessment: Other, Non-Admin.
335	CalWORKs Data Reporting	683	2 Parent Recipient Child Care Training
**370	Safety Net Employment Svcs Employed Non-MOE	685	Domestic Violence
**371	Safety Net Employment Svcs Unemployed Non-MOE	686	Recipient Child Care Training
451	Non-Federal WTW	687	Hardship Emp Srv Nonasst
620	WTW Pre-Assessment	689	Hardship Emp Srv Asst
621	WTW Post-Assessment: Community Service	* 764	NonFed NSTB ECF/Single - NonAdmin
622	WTW Post-Assessment: Other	* 876	NonFed Subsidized Employment ECF/Single-Admin
623	WTW Post-Assessment: Vocational Education	* 877	NonFed Subsidized Employment ECF/Single-NonAdmin
624	WTW Assessment	* 774	NSTB Base Fed Single - NonAdmin
631	CalWORKs Transitional Services	* 776	NSTB Base NonFed Single - NonAdmin
633	WTW General		
648	Non-Federal CalWORKs Transitional Services		

CalWORKs CHILD CARE

036	2 Parent Family (State-Only) Stage 1	901	Child Care Health & Safety Requirements Self-Certification
***053	Safety Net Child Care - Non-Assistance	902	Child Care Health & Safety Requirements Trustline
***054	Safety Net Child Care - Assistance	903	Non-Federal Child Care
**368	Safety Net Child Care Employed Non-MOE	906	Child Care Capacity Building Program
**369	Safety Net Child Care Unemployed Non-MOE	909	Cal Learn Child Care (fka WTW Teen Parent Child Care)
453	Stage One Child Care	910	SUO - Title XX Stage One Costs
811	State-Only Cal Learn Child Care (fka State-Only WTW Teen Parent Child Care)	912	NonFederal Cal Learn Child Care (fka Non-Federal WTW Teen Parent Child Care)
900	Unable to Transfer Stage 1 to 2	914	SUO - TANF to Title XX Transfer

CalWORKs MENTAL HEALTH & SUBSTANCE ABUSE

625	CalWORKs Mental Health Svcs	628	CalWORKs Substance Abuse Treatment
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STATE USE ONLY

321	SUO - CalFresh County Share	657	SUO - CalWORKs SA (County Overmatch)
* 385	SUO - Subsidized Employment ECF/Single - Admin	* 759	SUO - NSTB/Single-Admin
* 386	SUO - Subsidized Employment ECF/Single - NonAdmin	* 760	SUO - Non-Recurrent Short-Term Benefits (NSTB)/Single - NonAdmin
639	SUO - CalWORKs MOE Adjustment		

* These codes are available for negative adjustments only.

** These codes are effective starting 12/13 quarter.

*** These codes are effective through 09/13 quarter.



GREGORY J. HAGWOOD
SHERIFF/CORONER

Office of the Sheriff

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

4B

Memorandum

DATE: February 11, 2014
TO: Honorable Board of Supervisors
FROM: Sheriff Greg Hagwood
RE: Agenda Items for the meeting of March 4, 2014

It is recommended that the Board:

Approve and authorize the Sheriff and the Chair of the Board to sign the contract extension with Washoe County Medical Examiner and Coroner's Office.

Background and Discussion:

For the past 5 years, the Plumas County Sheriff's Office has had a contract with the Washoe County Medical Examiner and Coroner's Office. This contract extension would extend the period of the contract from September 8, 2013 to June 30, 2014.

FIRST AMENDMENT TO AGREEMENT
BY AND BETWEEN
PLUMAS COUNTY AND WASHOE COUNTY

This First Amendment to Agreement ("Amendment") is made as of September 9, 2013, between the COUNTY OF PLUMAS, a political subdivision of the State of California, by and through its Sheriff/Coroner ("PLUMAS"), and WASHOE COUNTY, a political subdivision of the State of Nevada on behalf of the Washoe County Medical Examiner and Coroner's Office ("WASHOE"), who agree as follows:

1. **Recitals:** This Amendment is made with reference to the following facts and objectives:
 - a. PLUMAS and WASHOE have entered into a written Interlocal Agreement for Forensic Services dated September 10, 2008, (the "Agreement"), in which WASHOE agreed to provide medico-legal and forensic examinations and autopsies to PLUMAS as needed.
 - b. Because the PLUMAS requires such services from WASHOE beyond the original expiration date of the Agreement, the parties desire to change the Agreement.
2. **Amendments:** The parties agree to amend the Agreement as follows:
 - a. The termination date of the Agreement shall be extended from September 8, 2013 to June 30, 2014.
 - b. The maximum compensation payable from PLUMAS to WASHOE for services rendered under the Agreement during the extension period of September 9, 2013 through June 30, 2014 shall be Thirty Thousand and No/100 Dollars (\$30,000.00)

[Continued on following page]

3. **Effectiveness of Agreement:** Except as set forth in this First Amendment of Agreement, all provisions of the Agreement dated September 10, 2008, shall remain unchanged and in full force and effect.

WASHOE:

Washoe County, a political subdivision of
the State of California

By: _____
Name: David Humke
Title: Chairman, Washoe County
Commission

ATTEST:

By: _____
Name: Nancy Parent
Title: County Clerk, Washoe County

PLUMAS:

County of Plumas, a political subdivision of
the State of California

By: _____
Name: Greg Hagwood
Title: Sheriff

By: _____
Name: Jon Kennedy
Title: Chair, Board of Supervisors

ATTEST:

By: _____
Name: Nancy DaForno
Title: Clerk of the Board

Approved as to form:

 Deputy 2/10/14
COUNTY COUNSEL