

BOARD OF SUPERVISORS

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

**AGENDA FOR REGULAR MEETING OF FEBRUARY 10, 2015 TO BE HELD AT 10:00 A.M.
IN THE BOARD OF SUPERVISORS ROOM 308, COURTHOUSE, QUINCY, CALIFORNIA**

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

10:00 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

1. 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) MENTAL HEALTH

- 1) Approve and authorize the Chair to sign Professional Services Agreement between County of Plumas and Crestwood Behavioral Health, Inc. for inpatient mental health services to clients placed out of county. Approved as to form by County Counsel
- 2) Approve and authorize the Chair to sign Contract between County of Plumas and Vista Pacifica Enterprises, Inc. for psychiatric health services for clients with extreme behavioral issues. Approved as to form by County Counsel
- 3) Approve and authorize the Chair to sign Contract between the County of Plumas and Millie Stansfield, MFT for mental health services to clients with special needs. Approved as to form by County Counsel

B) AUDITOR/CONTROLLER

Approve and authorize the Auditor/Controller to sign Agreement between County of Plumas and MGT of America, Inc. for A-87 Cost Plan preparation and SB 90 Mandated Cost Claims. Approved as to form by County Counsel

C) PUBLIC HEALTH AGENCY

Approve and authorize the Chair to sign Agreements between County of Plumas and Plumas Crisis Intervention and Resource Center of \$35,000; District Attorney of \$30,400; and Fiscal Experts, Inc. of \$22,500. Approved as to form by County Counsel

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.

Convene as the Flood Control & Water Conservation District Governing Board

2. FLOOD CONTROL & WATER CONSERVATION DISTRICT – Robert Perreault

- A. 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
- B. Approve a request of the Flood Control District for a loan not to exceed \$10,000 from the County of Plumas to be re-paid with interest at the Plumas County pooled funds rate within one (1) year; and authorize the Co-Manager to sign documents on behalf of the Flood Control District. Discussion and possible action

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

3. DEPARTMENTAL MATTERS

A) PUBLIC WORKS – Robert Perreault

- 1) Authorize the Public Works/Road Department to recruit and fill vacant 1.0 FTE Road Maintenance Worker I/II position in Greenville, District 2 created by promotion. Discussion and possible action
- 2) Authorize Public Works to advertise for bids for a Sharp ARM355UB Imager/Copy Machine. Discussion and possible action
- 3) Status report on State Route 89 and County Roads Improvement Project in Greenville and Indian Valley CSD utilities repairs. Discussion and possible action

B) ENGINEERING – Robert Perreault

Approve budget transfer of \$30,000 from Regular Wages (20210/51000) to Other Wages (20210/51020) to cover costs of reviewing and completing projects by Contract County Surveyor. Discussion and possible action

C) SOCIAL SERVICES – Elliott Smart

Presentation of Social Services Trends Report for quarter ending December 2014

D) DISTRICT ATTORNEY – David Hollister

Authorize the District Attorney to recruit and fill 1.0 FTE Deputy District Attorney I/II position. Discussion and possible action

E) SHERIFF – Greg Hagwood

Adopt **RESOLUTION** to Amend the Plumas County Position Allocation for Budget Year 2014-2015 to include 1.0 FTE Deputy Sheriff I/II within Department of Sheriff Court Security 70387; and authorize the Sheriff to recruit and fill the position. **Roll call vote**

F) AGRICULTURE/WEIGHTS & MEASURES – Tim Gibson

Approve supplemental budget of \$5,419 for receipt of unanticipated revenue from the USDA Forest Service RAC Grant to fund noxious weed control. **Four/fifths required roll call vote.** Discussion and possible action

G) **HUMAN RESOURCES** – Gayla Trumbo

Adopt **RESOLUTION** to Ratify the Memorandum of Understanding between the County of Plumas and the Sheriff's Department Unit and the Sheriff's Mid-Management Unit for term of July 01, 2014 through June 30, 2015; and authorize the Chair to sign. **Roll call vote**

H) **PROBATION** – Dan Prince

Adopt **RESOLUTION** Waiving the 180 Day Sit-Out Period for a Retired Annuitant to Perform the Duties of Probation Assistant. **Roll call vote**

4. BOARD OF SUPERVISORS

- A. Discussion and possible action to consider establishing an ad-hoc committee of the Board to work on issues that involve the court and county departments. Supervisor Simpson
- B. Approve and authorize the Chair to sign all documents necessary for a loan of \$10,000 to the Plumas County Flood Control District to be re-paid with interest at the Plumas County pooled funds rate within one (1) year; and appropriate \$10,000 from the General Fund Contingency to Fund 0208 (Flood Control) budget accordingly. **Four/fifths required roll call vote**
- C. Approve and authorize the Chair to sign letter in support of AB 171-County Veterans Service Officers Funding. Discussion and possible action
- D. Consideration of vacancy in the position of Director of Mental Health. Discussion and direction to staff as to recruitment and/or departmental reorganization
- E. Correspondence
- F. Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations

NOON RECESS

5. 1:00 P.M. BOARD OF SUPERVISORS

FY 2014-2015 Mid-Year Budget Review. Discussion and possible action

6. AUDITOR/CONTROLLER – Roberta Allen

Authorize the Auditor/Controller to approve and process budget transfers from various county departments pursuant to the FY 2014-2015 Mid-Year budget review. Discussion and possible action

7. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

- A. 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
- B. Conference with Legal Counsel: Initiation of litigation pursuant to Subdivision (d)(4) of Government Code §54956.9 - Plumas National Forest Travel Management Plan
- C. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9
- D. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

ADJOURNMENT

Adjourn meeting to Tuesday, February 17, 2015, Board of Supervisors Room 308, Courthouse, Quincy, California.

1/1

PLUMAS COUNTY MENTAL HEALTH SERVICES

270 County Hospital Road, Suite 109 Quincy, CA 95971 (530) 283-6307 FAX (530) 283-6045

Peter Livingston, LCSW, Director



DATE: JANUARY 26, 2015

TO: HONORABLE BOARD OF SUPERVISORS

FROM: PETER LIVINGSTON, LCSW, DIRECTOR

SUBJ: CONSENT AGENDA ITEM FOR FEBRUARY 10, 2015

RE: RECEIVE, EXECUTE, AUTHORIZE SIGNATURE, AND RATIFICATION OF PROFESSIONAL SERVICES AGREEMENT WITH CRESTWOOD BEHAVIORAL HEALTH, INC.

It is recommended that the Board: Approve, execute, and authorize the Director to sign the fourth amendment to the contract with Crestwood Behavioral Health, Inc. for fiscal year 2014-2015.

Background and Discussion: The Crestwood Behavioral Health, Inc. contract is specifically associated with the provision of inpatient mental health services to clients placed out of county. The contract was approved as to form by County Counsel.

Financial Impact:

There are no General Fund dollars involved in this contract. The costs associated with these services are covered by a combination of Federal and State funds.

Peter Livingston, LCSW, Director of Mental Health is requesting that the Board of Supervisors approve the fourth amendment to the contract and authorize Director of Mental Health to sign the amendment with Crestwood Behavioral Health, Inc.

PLUMAS COUNTY MENTAL HEALTH

Peter Livingston, LCSW, Director
270 County Hospital Road, Suite 109, Quincy, CA 95971
PH: (530) 283-6307 FAX: (530) 283-6045
plivingston@kingsview.org



MEMO

DATE: January 26, 2015

TO: HONORABLE BOARD OF SUPERVISORS

FROM: PETER LIVINGSTON, LCSW, DIRECTOR

SUBJECT: CONSENT AGENDA ITEM FOR FEBRUARY 10, 2015

RE: APPROVE AND AUTHORIZE NEW CONTRACT BETWEEN MENTAL HEALTH AND VISTA PACIFICA ENTERPRISES, INC.

IT IS RESPECTFULLY RECOMMENDED THE BOARD OF SUPERVISORS: Approve and execute the FY2014-2015 contract for Vista Pacifica Enterprises, Inc., which has been approved as to form by County Counsel.

BACKGROUND AND DISCUSSION: Since Plumas County does not have its own psychiatric health facilities for clients with extreme behavioral issues, this is a new contract between Vista Pacifica Enterprises, Inc. and Plumas County Mental Health. Vista Pacifica Enterprises, Inc., is a psychiatric health facility providing bed space with access to therapeutic and rehabilitation services in a non-hospital, 24-hour inpatient setting for Plumas County patients experiencing ongoing psychiatric episodes or crisis.

FINANCIAL IMPACT: There are no General Fund dollars involved in this matter. Any costs associated with this contract are covered by a combination of Federal and State mental health funds.

PLUMAS COUNTY MENTAL HEALTH

Peter Livingston, LCSW, Director
270 County Hospital Road, Suite 109, Quincy, CA 95971
PH: (530) 283-6307 FAX: (530) 283-6045
plivingston@kingsview.org



MEMO

DATE: JANUARY 26, 2015
TO: HONORABLE BOARD OF SUPERVISORS
FROM: PETER LIVINGSTON, LCSW, DIRECTOR
SUBJECT: CONSENT AGENDA ITEM FOR FEBRUARY 10, 2015
RE: APPROVE AND AUTHORIZE NEW CONTRACT BETWEEN MENTAL HEALTH AND MILLIE STANSFIELD, AN INDIVIDUAL.

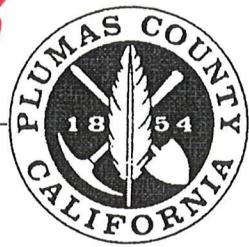
IT IS RESPECTFULLY RECOMMENDED THE BOARD OF SUPERVISORS: Approve and execute the FY2013-2015 contract for Millie Stansfield, MFT, which has been approved as to form by County Counsel.

BACKGROUND AND DISCUSSION: Millie Stansfield, MFT is an outside contractor providing mental health services to clients with special needs.

FINANCIAL IMPACT: There are no General Fund dollars involved in this matter. Any costs associated with this contract are covered by a combination of Federal and State mental health funds.

PLUMAS COUNTY AUDITOR / CONTROLLER

520 MAIN STREET • ROOM 205 • QUINCY, CA 95971-4111 • (530) 283-6246 • FAX (530) 283-6442
ROBERTA M. ALLEN, CPA • AUDITOR / CONTROLLER



Date: 2/2/15

To: Honorable Board of Supervisors

From: Roberta M. Allen, Auditor / Controller

Subject: Renewal of Services Agreement between County of Plumas and MGT of America, Inc. for A-87 Cost Plan preparation and SB 90 mandated reimbursement claims.

Recommendation:

Approve renewal of Services Agreement between County of Plumas and MGT of America, Inc., for preparation of the A-87 Cost Plan and SB 90 mandated program claims for reimbursement, as described in Exhibit A of the attached Services Agreement document. Contract amount is not to exceed \$13,500, (\$7,500 for A-87 Cost Plan and \$6,000 for SB 90 Claims) per Exhibit B of attached Services Agreement. The term of the contract is one year (January 1, 2015 through December 31, 2015). Contract approved as to form by County Counsel.

Background:

The A-87 Cost Plan is the method by which overhead is allocated to the various County departments each fiscal year. The cost plan administrators gather data and perform a series of computations to develop the cost plan allocation schedules, which are then submitted to the State Controller's Office for approval. Once approved, the cost plan allocations are included in cost reports for reimbursement from state and federal grant programs.

The SB 90 claims are claims for reimbursement of administrative costs for the implementation and maintenance of programs mandated by the state or federal government.

Respectfully submitted,

Roberta M. Allen
Auditor/Controller

Services Agreement

This Agreement is made as of July 8, 2014, by and between the COUNTY OF PLUMAS, a political subdivision of the State of California, by and through its Office of the Auditor (hereinafter referred to as "County"), and MGT of America, Inc. (hereinafter referred to as "Contractor").

The parties agree as follows:

1. Scope of Work. Contractor shall provide the County with services as set forth in Exhibit A- Contractor's proposals (SB90 & A-87 Cost Plan services), attached hereto.
2. Compensation. County shall pay Contractor for services provided to County pursuant to this Agreement in the manner set forth in Exhibit B, attached hereto. The total amount paid by County to Contractor under this Agreement shall not exceed Six Thousand Dollars (\$6,000.00) for SB-90 Claim services and Seven Thousand five hundred Dollars (\$7,500.00) for A-87 cost Plan services.
3. Term. The term of this agreement shall be from January 1, 2015 through December 31, 2015.
4. 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, this Agreement shall be of no further force or effect. In this event, the County shall have no liability to pay any further funds whatsoever to Contractor or furnish any other consideration under this Agreement and Contractor shall not be obligated to perform any further services under this Agreement. If funding for any fiscal year is reduced or deleted for the purposes of this program, the County shall have the option to either cancel this Agreement with no further liability incurring to the County, or offer an amendment to Contractor to reflect the reduced amount available to the program. The parties acknowledge and agree that the limitations set forth above are required by Article XVI, section 18 of the California Constitution. Contractor acknowledges and agrees that said Article XVI, section 18 of the California Constitution supersedes any conflicting law, rule, regulation or statute.
5. Warranty and Legal Compliance. The services provided under this Agreement are non-exclusive and shall be completed promptly and competently. Contractor shall guarantee all parts and labor for a period of one year following the expiration of the term of this Agreement unless otherwise specified in Exhibit A. Contractor agrees to comply with all applicable terms of state and federal laws and regulations, all applicable grant funding conditions, and all applicable terms of the Plumas County Code and the Plumas County Purchasing and Practice Policies.
6. Amendment. This Agreement may be amended at any time by mutual agreement of the parties, expressed in writing and duly executed by both parties. No alteration of the terms of this Agreement shall be valid or binding upon either party unless made in writing and duly executed by both parties.

COUNTY INITIALS

CONTRACTOR INITIALS

7. Indemnification. To the furthest extent permitted by law (including without limitation California Civil Code Sections 2782 and 2782.8, if applicable), County shall not be liable for, and Contractor shall defend and indemnify County and its officers, agents, employees, and volunteers (collectively “County Parties”), against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics; liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorney’s fees and court costs (hereinafter collectively referred to as “Claims”), which arise out of or are in any way connected to the work covered by this Agreement arising either directly or indirectly from any act, error, omission or negligence of Contractor or its officers, employees, agents, contractors, licensees or servants, including, without limitation, Claims caused by the concurrent negligent act, error or omission, whether active or passive of County Parties. Contractor shall have no obligation, however, to defend or indemnify County Parties from a Claim if it is determined by a court of competent jurisdiction that such Claim was caused by the sole negligence or willful misconduct of County Parties.

8. Insurance. Contractor agrees to maintain the following insurance coverage throughout the term of this Agreement:

- a. 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).
- b. 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 thousand 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.
- c. 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:
 - i. Each policy shall be endorsed to name the County, its officers, officials, employees, representatives and agents (collectively, for the purpose of this section 9, 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
 - ii. All coverage available under such policy to Contractor, as the named insured, shall also be available and applicable to the County, as the additional insured; and

- iii. All of contractor'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
- iv. Any insurance limitations are independent of and shall not limit the indemnification terms of this Agreement; and
- v. Contractor'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 Contractor'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
- vi. To the extent that Contractor 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.

d. Workers Compensation insurance in accordance with California state law.

If requested by County in writing, Contractor 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. Contractor shall require all subcontractors to comply with all indemnification and insurance requirements of this agreement, and Contractor shall verify subcontractor's compliance.

9. Licenses and Permits. Contractor represents and warrants to County that it or its principals have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required for Contractor to practice its profession and to perform its duties and obligations under this Agreement. Contractor represents and warrants to County that Contractor shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required for Contractor or its principals to practice its professions and to perform its duties and obligations under this Agreement.

10. Relationship of Parties. It is understood that Contractor is not acting hereunder as an employee of the County, but solely as an independent contractor. Contractor, by virtue of this Agreement, has no authority to bind, or incur any obligation on behalf of, County. Except as expressly provided in this Agreement, Contractor has no authority or responsibility to exercise any rights or power vested in County. It is understood by both Contractor and County that this Agreement shall not under any circumstances be construed or considered to create an employer-employee relationship or joint venture.
11. Assignment. Contractor may not assign, subcontract, sublet, or transfer its interest in this Agreement without the prior written consent of the County.
12. Non-discrimination. Contractor agrees not to discriminate in the provision of service under this Agreement on the basis of race, color, religion, marital status, national origin, ancestry, sex, sexual orientation, physical or mental handicap, age, or medical condition.
13. Choice of Law. The laws of the State of California shall govern this agreement.
14. Interpretation. This agreement is the result of the joint efforts of both parties and their attorneys. The agreement and each of its provisions will be interpreted fairly, simply, and not strictly for or against either party.
15. Integration. This Agreement constitutes the entire understanding between the parties respecting the subject matter contained herein and supersedes any and all prior oral or written agreements regarding such subject matter.
16. Severability. The invalidity of any provision of this Agreement, as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof.
17. Headings. The headings and captions contained in this Agreement are for convenience only, and shall be of no force or effect in construing and interpreting the provisions of this Agreement.
18. Waiver of Rights. No delay or failure of either party in exercising any right, and no partial or single exercise of any right, shall be deemed to constitute a waiver of that right or any other right.
19. Conflict of Interest. The parties to this Agreement have read and are aware of the provisions of Government Code section 1090 *et seq.* and section 87100 *et seq.* relating to conflicts of interest of public officers and employees. Contractor represents that it is unaware of any financial or economic interest of any public officer or employee of County relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement and is later discovered by the County, the County may immediately terminate this Agreement by giving written notice to Contractor.

20. Notice Addresses. All notices under this Agreement shall be effective only if made in writing and delivered by personal service or by mail and addressed as follows. Either party may, by written notice to the other, change its own mailing address.

County:

Roberta Allen, Auditor/Controller
County of Plumas
520 Main Street, Room 205
Quincy, CA 95971
Attention: Roberta Allen

Contractor:

MGT of America, Inc.
PO Box 16399
Tallahassee, FL 32317

21. Time of the Essence. Time is hereby expressly declared to be of the essence of this Agreement and of each and every provision thereof, and each such provision is hereby made and declared to be a material, necessary, and essential part of this Agreement.

22. Contract Execution. Each individual executing this Agreement on behalf of Contractor represents that he or she is fully authorized to execute and deliver this Agreement.

23. Conflicts. In the event of any conflict between the terms of this Agreement and the terms of any exhibit to the Agreement, the terms of the Agreement shall control.

[Continued on Following Page]

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

CONTRACTOR:

MGT of America, Inc.

By: _____

Name:

Title:

Date signed:

COUNTY:

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

By: _____

Name:

Title:

Date signed:

APPROVED AS TO FORM:

Plumas County Counsel

By: _____

Name:

Title:

Date signed:

EXHIBIT A

Scope of Work

Pursuant to 2015 proposal, as attached, as submitted by Contractor

EXHIBIT B

Fee Schedule

Total contract shall be in the amount of \$13,500.00

\$6,000.00 for SB-90 services

\$7,500.00 for A-87 Cost Plan services

WORK PLAN

A. SB 90 State Mandated Costs

There are many steps in an SB 90 work plan; however, MGT has identified the following order of activities as the most important landmark events that must occur for the County to have a successful SB 90 claiming engagement.

- ❖ Initial kick-off meeting with the Auditor-Controller staff followed by meetings with representatives of all affected departments.
- ❖ Additional on-site meetings as needed in the remainder of the fiscal year.
- ❖ Review and update any department fiscal and program contacts within the County.

1. Annual Claims

- ❖ Establish schedule and approach needed to complete all annual claims due to the state by each February 15th. This includes on-site interviews with all applicable department personnel for each annual claiming cycle, and all necessary direct and indirect cost data.
- ❖ Meet with affected department staff to discuss how the County complies with the specific mandated programs and assist the County to determine eligible costs based on the following criteria:
 - The test claim's statement of decision.
 - The California Commission on State Mandates approved parameters and guidelines.
 - The State Controller's claiming instructions.
 - How other municipalities around the state are complying with and interpreting the mandate.
- ❖ Prepare all necessary department-wide Indirect Cost Rate Proposals (ICRPs) in accordance with OMB A-87, if the resulting rate is above 10%.
- ❖ Receive claims from the County for single department SB 90 programs and review the claims for completeness, propriety, and eligibility of costs.
- ❖ Perform a quality assurance review of the County's SB 90 claims to ensure that they mesh with the associated department ICRPs.
- ❖ Discuss any proposed changes with the appropriate department and/or the Auditor-Controller.
- ❖ Provide the completed claims and ICRPs to the Auditor-Controller for review and signature.
- ❖ File the signed claims with the SCO prior to the deadline.

2. New or First Time Claims

- ❖ Establish a schedule and approach needed to complete all new or first-time mandates, for which claiming instructions are issued by the State Controller's Office. Claims must be at least \$1,000 to be eligible to file with the State.
- ❖ Facilitate department staff describing how the County complies with the specific mandated programs and assist the County to determine eligible costs.

MGT of America's Scope of Services
For the County of Plumas
A-87 Cost Plan & SB90 Claiming Services

- ❖ Prepare all necessary department-wide ICRPs in accordance with Office of Management and Budget (OMB) A-87, if the resulting rate is above 10%.
- ❖ For claims only, review the eligible costs with the department, provide data collection forms, prepare claims, and review the claims for completeness, propriety, and eligibility of costs.
- ❖ Perform a quality assurance review of the County's SB 90 claims to ensure that the costs are supported by appropriate source documentation.
- ❖ Prepare claims and provide the completed claims and ICRPs to the County for review and signature at least three weeks prior to the claiming deadline.
- ❖ File the signed claims with the SCO prior to the deadline.

3. Project Coordination

MGT views the SB 90 process as a partnership between Plumas County and our firm. We will work closely with the Auditor-Controller to keep the County apprised of everything we are doing, but it will be MGT's responsibility to manage all aspects of project coordination. Some of the key aspects of this coordination include:

- ❖ Provide the County with a list of all eligible annual and new claims, as well as Claim Summary sheets and Data Collection forms in a timely manner.
- ❖ Work in concert with the Auditor-Controller to coordinate the County's overall claiming process.
- ❖ Encourage departments to ensure that all data needed to file eligible claims are gathered in a timely fashion.
- ❖ Ensure that all eligible claims are filed on time, and provide the County with written documentation showing which claims were filed and which claims were not filed, and why.

4. Data Collection

The three components of data collection related to this engagement includes: direct cost program data, indirect cost data, and supporting documentation.

- ❖ **Direct Cost Program Data Collection**
 - Conduct individual meetings with departments to discuss all reimbursable mandated activities.
 - Develop a schedule and plan for mining the necessary data to ensure claims are completed well before the claiming deadlines.
 - Gather all required direct and cost data.
- ❖ **Departmental Indirect Cost Data Collection**
 - Gather salary and benefit data from the Auditor-Controller staff or the individual departments for all required fiscal years.
 - Gather information required to prepare OMB A-87 compliant ICRPs.

❖ **Supporting Documentation Collection**

- MGT will work with County departments to determine the documentation that must be submitted to the state as attachments to claims, and what documentation should be maintained in the County's files in case of the SCO inquiry or field audit. MGT will then collect only the documentation the SCO requires to be submitted.

5. Orientation & Training for County Staff

MGT will tailor its level of training to meet the needs of each department. Some of the key aspects of our orientation and training include:

- ❖ Provide electronic notification on upcoming mandate claims as soon as the parameters and guidelines for these programs are approved.
- ❖ Provide on-site training for both program and fiscal staff.
- ❖ Assist the County to establish relevant, defensible source documentation standards for each claim within each of the claiming departments.
- ❖ Provide perspectives related to how other agencies are interpreting and claiming each mandate to ensure nothing is missed.

6. Claim Preparation

Once data has been received from the County, MGT will prepare all eligible claims on its behalf using required SCO claim forms. These claims will include Direct Costs as well as Indirect Costs (including preparation of ICRPs).

7. Filing Procedures

MGT will provide the County's SB 90 Coordinator with a clear, understandable process for receiving the completed claims/ICRPs and obtaining the necessary signatures. There will be no points of confusion as to where the completed claims should be mailed, or who is responsible for making sure the claims are received and filed with the SCO on time.

8. Remittance Tracking

MGT will assist the County with all aspects of SCO remittance (payment information) tracking throughout the entire fiscal year. We will consistently:

- ❖ Provide copies of all claims receipts, declarations, and summary claiming reports to the County.
- ❖ Monitor and prepare a statement annually of the general payment status of all claims submitted on behalf of the County.

9. Ongoing Support

The claiming process is obviously the key aspect of this engagement, but the ongoing support services that MGT offers are important complimentary services to continuously upgrading the County's knowledge base, relations, and communications with the state and contract agencies, and anticipation of changes to the claiming process.

10. Communicating With State Officials

❖ State Liaison Assistance

- MGT will also provide liaison assistance with the SCO at the desk review level. Also, MGT will offer assistance and response on any current or future field audits that may result from claims filed in the past. This includes assisting the County in negotiations pertaining to claims submitted on behalf of the County.
- As mentioned above, MGT will assist the County with all aspects of remittance tracking throughout the fiscal year. We will provide to the County, copies of all claims receipts, declarations, and summary claiming reports.

❖ Audit Assistance & Protection

- No one wants to see the SCO auditing their claims, but higher levels of scrutiny are a fact of life. MGT will offer assistance and response on any current or future field audits that may result from claims filed in the past.

B. A-87 Cost Allocation Plan

There are four primary phases to complete a cost allocation plan. These phases are summarized below:

Phase 1 – Meetings with County Personnel and Data Collection

- ❖ Meet with key County personnel. This meeting will refine project objectives, establish the final project schedule, and identify potential pitfalls.
- ❖ Instruct County personnel in the concepts and applications of A-87. We will review with staff optimum data requisition options focusing on operational simplicity for future County plans.
- ❖ Meet with each central service department or division to identify the primary services (or functions) provided and the recipients of those services. We will then determine appropriate net costs, including labor, for each identified service. We will also determine jointly with department personnel, optimal allocation bases or metrics to distribute the identified service costs.
- ❖ Gather all necessary financial, statistical and activity data.

Phase 2 – Process Draft Cost Allocation Plan

- ❖ Based on each central service department's identified services, corresponding net costs, service recipients, and allocation base or metric, we will process a draft cost allocation plan.

Phase 3 – Review Draft with County Personnel

- ❖ Review Meeting(s) – After a draft cost allocation plan is prepared and reviewed internally, our consultants will review the results with County and key central service and receiving departments. Inconsistencies will be reconciled, new data obtained as required, and the draft cost allocation plan will be revised as necessary.

Phase 4 – Finalize Plan and Provide On-going Assistance

- ❖ After the Auditor-Controller and other key department personnel have approved the final cost allocation plan we will prepare supplemental schedules, management reports, compliance verbiage and certifications as necessary or requested.
- ❖ Provide cost plans in hard copy and electronic files usable by the County for distribution and analysis purposes.
- ❖ Submit the finalized plan to the State Controller by the approved/extended deadline.
- ❖ Should the cognizant agency not approve the plan or rates, we will modify the analysis until accepted. Based on our experience with both the State Controller's Office, we do not anticipate any audit issues.
- ❖ In the event of an audit, MGT will make all work papers available to those persons conducting the audit and shall additionally provide a maximum of two hours of consultations with the State and/or County.

PROPOSED COST

MGT's proposed fixed price fee for professional services described within this proposal is as follows.

C O S T A L L O C A T I O N P L A N & S B 9 0 S E R V I C E S		
OMB A-87 Cost Plan	SB 90 Claiming	Total Proposed Fees
\$7,500	\$6,000	\$13,500
FIXED FEE, BILLABLE ON MILESTONE ACHIEVEMENT		

MGT will invoice for services as follows:

SB 90 Claiming

- ❖ Annual claims 50% September 15th of each fiscal year, and 50% after February 15th.
- ❖ New claims 100% after the claims are submitted to the State Controller's office each fiscal year.

Cost Allocation Plan

- ❖ 60% upon submission of initial draft cost plan to County.
- ❖ 25% upon submission of cost plan to State Controller's Office.
- ❖ 15% upon approval of cost plan by the State Controller's Office and completion of all services.



Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

lc

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 2, 2015

To: Honorable Board of Supervisors

From: Mimi Khin Hall

Agenda: Item for February 10, 2015

Item Description/Recommendation: Approve and direct the Chair to sign the following Agreements with the Public Health Agency: CMSP1416PCIRC with Plumas Crisis Intervention and Resource Center for \$35,000.00, CMSP1416DA with District Attorney for \$30,400.00 and MAA1416SB with Fiscal Experts, Inc., in the amount of \$22,500.00.

Background Information: As the Board is aware Plumas County Public Health Agency has the fiscal and administrative responsibilities for a number of different programs with diverse funding sources from the State Department of Health Services, private foundations, local sources, realignment and other county departments. Often, in an effort to work effectively and efficiently with communities, Public Health contracts with providers to extend programs and provide services to diverse populations throughout the county.

Copies of the agreements are on file with the Clerk of the Board for your review.



PLUMAS COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

Operations

AGENDA REQUEST

for the February 10, 2015 meeting of the Plumas County Board of Supervisors

February 2, 2015

To: Honorable Board of Supervisors

From: Robert Perreault, Co-Manager, Plumas County Flood Control & Water Conservation District

A handwritten signature in black ink that reads "Robert A. Perreault".

Subject: 1) Authorize a request to the County of Plumas to borrow funds in an amount not to exceed \$10,000, for a term not to exceed one (1) year, to be repaid with interest at the Plumas County pooled funds rate; to authorize the Co-Manager to request the loan, and sign any and all documents necessary on behalf of the District to evidence the loan and receive the loan proceeds; and

2) Authorize the proceeds of the loan described above to Fund 0208 as provided in the attached requests for Budget Transfer.

Four/fifths required roll call vote.

Background:

District staff is proposing that the District borrow funds from Plumas County, as needed, in order to have funds available to make the necessary payments for Professional Services.

Recommendations:

1. Authorize a request to the County of Plumas to borrow the sum of Ten Thousand Dollars (\$10,000), for a term not to exceed one (1) year, to be repaid with interest at the Plumas County pooled funds rate; to authorize the Co-Manager to request the loan, and sign any and all documents necessary on behalf of the District to evidence the loan and receive the loan proceeds; and
2. Approve the attached Budget Appropriation Transfer.

Attachments

ORIG.

COPY

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER
(Auditor's Use Only)

Department: Flood Control Dept. No: 26100 Date 1/9/2015

The reason for this request is (check one):		Approval Required
A.	<input checked="" type="checkbox"/>	Transfer to/from Contingencies OR between Departments
B.	<input type="checkbox"/>	Supplemental Budgets (including budget reductions)
C.	<input type="checkbox"/>	Transfers to/from or new Fixed Asset, within a 51XXX
D.	<input type="checkbox"/>	Transfer within Department, except fixed assets
E.	<input type="checkbox"/>	Establish any new account except fixed assets

TRANSFER FROM OR SUPPLEMENTAL REVENUE ACCOUNTS

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

TRANSFER TO OR SUPPLEMENTAL EXPENDITURE ACCOUNTS
(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF
SUPPLEMENTAL, NEW UNBUDGETED EXPENSE)

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.

PLUMAS COUNTY • DEPARTMENT OF PUBLIC WORKS

1834 East Main Street, Quincy, CA 95971 – Telephone (530) 283-6268 – Fax (530) 283-6323

Robert A. Perreault, Jr., P.E., Director

Joe Blackwell, Deputy Director



3A1

AGENDA REQUEST

for the February 10, 2015 meeting of the Plumas County Board of Supervisors

To: Honorable Board of Supervisors

From: Robert Perreault, Public Works Director *Robert A. Perreault*

Subject: Authorization for the Public Works/Road Department to fill the vacancy of one (1) FTE Road Maint. Worker I / II position vacancy in Greenville, District 2

Background:

The one (1) FTE Road Maintenance Leadworker position in Greenville has been filled as County Promotional leaving one (1) FTE Road Maintenance Worker position vacancy within the Greenville maintenance crew.

This position is funded and allocated in the FY 14/15 Public Works budget.

The Department is requesting to fill this position by first reviewing a previous certified list then, if necessary to go out to advertisement.

This position is critical in maintaining safe travel ways for Plumas County roads during all seasons.

The appropriate Critical Staffing Questionnaire and Department Organizational Chart are attached.

Recommendation:

The Department of Public Works respectfully recommends that the Board of Supervisors authorize to fill the vacancy of one (1) FTE Road Maintenance Worker position I / II in Greenville, District 2.

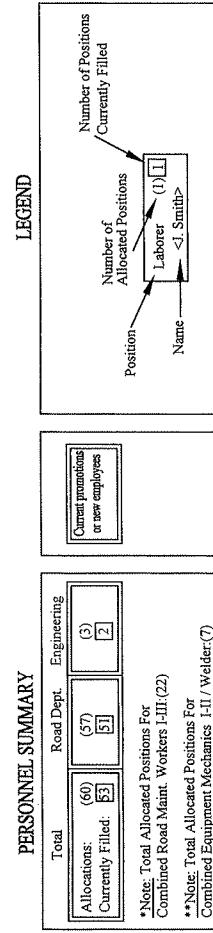
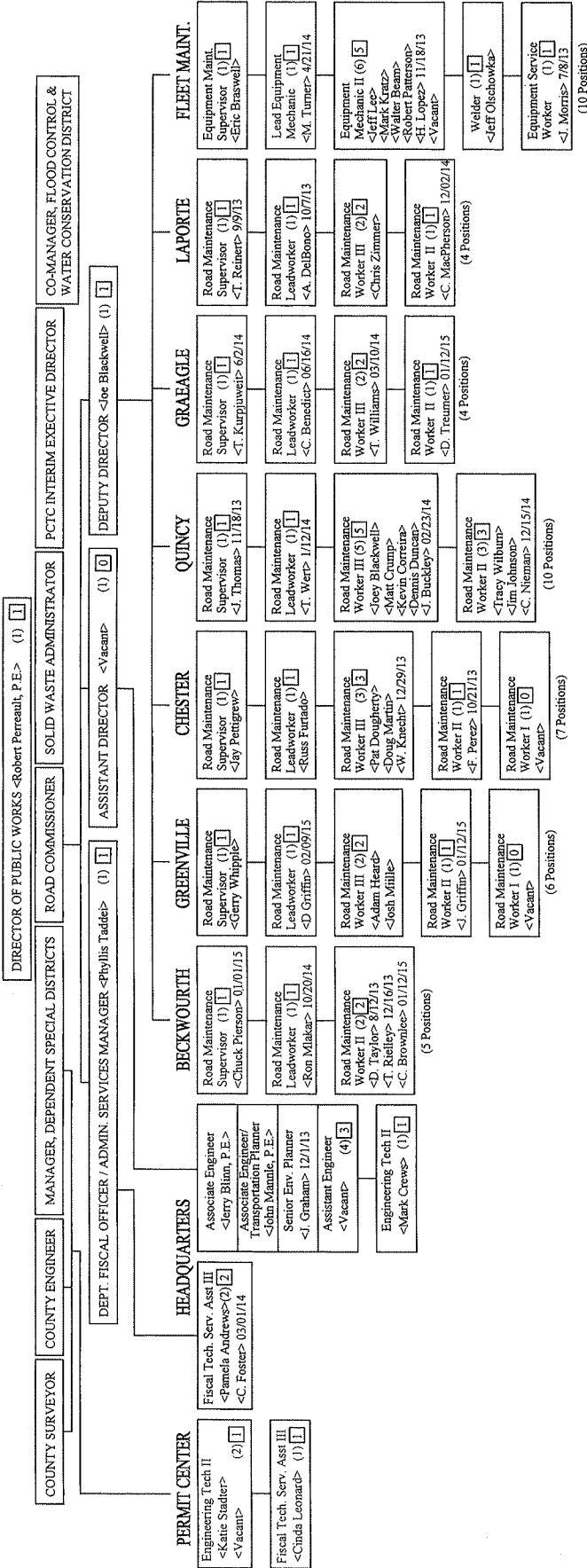
QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

Public Works Maintenance Worker I/II Worker Position Dist. 2

- Is there a legitimate business, statutory or financial justification to fill the position?
Maintenance Workers are the workforce for maintenance and construction work on county roads and bridges.
- Why is it critical that this position be filled at this time?
Maintenance Workers are subject to 24 hour “call out” for road related emergencies and snow removal.
- How long has the position been vacant?
1 week
- Can the department use other wages until the next budget cycle?
The department’s wage and benefits portion of the 14/15 budget includes funds for this position.
- What are staffing levels at other counties for similar departments and/or positions?
No specific research has been performed for this position. Generally speaking, however, past research tasks have identified Plumas County as being consistent with neighboring Counties.
- What core function will be impacted without filling the position prior to July 1? **N/A**
- What negative fiscal impact will the County suffer if the position is not filled prior to July 1? **None**
- 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? **None**
- 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?
None
- Does the department have a reserve? **Yes** If yes, provide the activity of the department’s reserve account for the last three years?

11/12	\$0	12/13	(\$439,699)	13/14	\$0
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PLUMAS COUNTY DEPARTMENT OF PUBLIC WORKS
ORGANIZATION CHART



Robert M. Johnson
Director of Public Works
Revision Date: January 30, 2015

Director of Public Works
Revision Date: January 30, 2015

LEGEND

PLUMAS COUNTY • DEPARTMENT OF PUBLIC WORKS

1834 East Main Street, Quincy, CA 95971 – Telephone (530) 283-6268 – Fax (530) 283-6323

Robert A. Perreault, Jr., P.E., Director

Joe Blackwell, Deputy Director



3AD

AGENDA REQUEST

for the February 10, 2015 meeting of the Plumas County Board of Supervisors

To: Honorable Board of Supervisors

From: Robert Perreault, Public Works Director

Robert A. Perreault 2/2/2015

Subject: Authorization to advertise a Request for Bids for a Sharp ARM355UB Imager/copy machine.

Background:

The Department of Public Works, Road Division has upgraded to a color copy machine with networking capabilities.

The existing copy machine is a 2006, black and white, model. The Division recommends that the existing copy machine be offered for purchase to the general public through a bidding process.

The existing copy machine is in working condition and would be offered "as is". Additional specifics are:

Display screen operation panel, 11" x 17" Ledger, 8.5" x 14" Legal, 8.5" x 11" Letter, Laser printer, Automatic document feeder, Stapler compiler, Sort mode, group mode, duplex module option, reduction/enlargement, etc.

Recommendation:

Public Works staff respectfully recommends that the Board of Supervisor authorize to advertise for sale a 2006 Sharp Black & White Copy Machine, serial #65038973 (Road Department Fixed Asset Inventory Item, #2179)

**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 10, 2015 Meeting of the Board of Supervisors

Date: February 2, 2015
To: Honorable Board of Supervisors
From: Robert Perreault, Director of Public Works 
Subject: SR 89 and County Roads Highway Improvement Projects in Greenville – Status Report on IVCSD Utilities Repairs – Discussion, possible action and/or direction to staff.

BACKGROUND:

The Indian Valley CSD (IVCSD) is responsible for making timely repairs to its water and sewer systems within the project area of the Caltrans' State Route 89 highway improvements project in Greenville.

During 2014, the Board of Supervisors authorized the IVCSD water and sewer utility repairs project to be funded through the use of Proposition 50 funding. Furthermore, the Department of Public Works has been authorized by the Board of Supervisors to assist the IVCSD by designation of Public Works as the lead agency for design, construction and project administration of the water and sewer utility repairs project.

The purpose of this agenda request is to provide an opportunity for staff of the Department of Public Works to submit a “status report” to the Board of Supervisors as well as to enable the Board of Supervisors to ask any related questions at this time.

RECOMMENDATION:

Public Works staff respectfully states that it has no recommendation to submit to the Board of Supervisors at this time.

PLUMAS COUNTY ENGINEERING DEPARTMENT
555 Main Street • Quincy, CA 95971 • (530) 283-6222 • Fax (530) 283-6135
Robert A. Perreault, Jr., P.E. *County Engineer*

3B

AGENDA REQUEST

For the February 10, 2015 Meeting of the Plumas County Board of Supervisors

February 2, 2015

To: Honorable Board of Supervisors
From: Robert Perreault, Plumas County Engineer
Subject: Authorize \$30,000 transfer of Regular Wages to Other Wages

Robert A. Perreault

Background:

The current situation within the Engineering Department, resulting in the lack of availability of Engineering Technicians, has resulted in an increase of work assignments to the Contract County Surveyor (Tom Hunter, Contract Employee). This arrangement is proposed to continue until staff levels return to full time employees in both positions.

There are funds available in the Engineering Regular Wage budget #51000 to cover this transfer to Other Wages Account #51020.

The County Auditor has reviewed and approved the attached budget transfer form.

Recommendation:

The County Engineer respectfully requests that the Board authorize a budget transfer from Regular wages to Other wages to cover the cost of reviewing and completing projects for the Engineering Department, as assigned by the County Engineer.

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER
(Auditor's Use Only)

Department: Engineering Dept. No: 20210 Date 6/6/2014

The reason for this request is (check one):		Approval Required
A. <input type="checkbox"/>	Transfer to/from Contingencies OR between Departments	Board
B. <input type="checkbox"/>	Supplemental Budgets (including budget reductions)	Board
C. <input checked="" type="checkbox"/>	Transfers to/from or new Fixed Asset, within a 51XXX	Board
D. <input type="checkbox"/>	Transfer within Department, except fixed assets	Auditor
E. <input type="checkbox"/>	Establish any new account except fixed assets	Auditor

TRANSFER FROM OR **SUPPLEMENTAL REVENUE ACCOUNTS**
(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF
SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

TRANSFER TO OR **SUPPLEMENTAL EXPENDITURE ACCOUNTS**
(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF
SUPPLEMENTAL, NEW UNBUDGETED EXPENSE)

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 accounts 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.

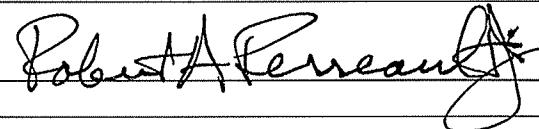
A) Increase in Services for Contract County Surveyor to review and complete Engineering projects in progress

B) _____

C) _____

D) _____

Approved by Department Signing Authority:

 2-2-2015

Approved/ Recommended Disapproved/ Not recommended

Auditor/Controller Signature: 

Board Approval Date: _____ Agenda Item No. _____

Clerk of the Board Signature: _____

Date Entered by Auditor/Controller: _____ Initials _____

INSTRUCTIONS:

Original and 1 copy of ALL budget 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/Controller.



DEPARTMENT OF SOCIAL SERVICES AND PUBLIC GUARDIAN

3c

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

ELLIOTT SMART
DIRECTOR

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

DATE: JANUARY 30, 2015

TO: HONORABLE BOARD OF SUPERVISORS

FROM: ELLIOTT SMART, DIRECTOR
DEPARTMENT OF SOCIAL SERVICES

SUBJ: BOARD AGENDA ITEM FOR FEBRUARY 10, 2015

RE: SOCIAL SERVICES TRENDS REPORT

It is Recommended that the Board of Supervisors

Receive and file the Social Services Trends report.

Background and Discussion

Social Services Trends is a quarterly report to the Plumas County Board of Supervisors and the citizens of Plumas County. The report provides information regarding public assistance caseloads and workload trends for services that are offered by the Department of Social Services. The report being delivered to the Board today includes case count and work load data through December 30, 2014.

Copies: PCDSS Management Staff
Members of the Human Services Cabinet

Enclosure

SOCIAL SERVICES TRENDS

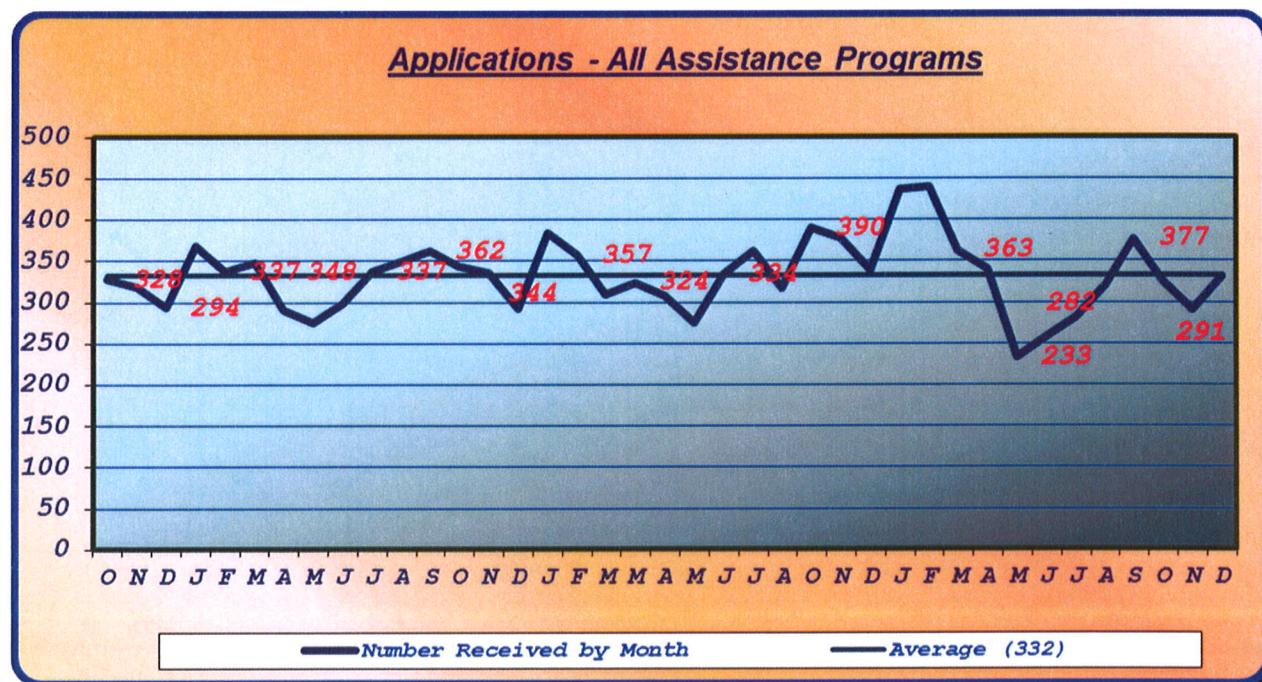
Quarter Ending: December 31, 2014

Social Services Trends is a quarterly report to the Plumas County Board of Supervisors and members of the public. This report provides case counts, application data, referrals for services and other workload information in the Department of Social Services. This edition of Trends includes case counts and workload data for the three-month quarter that ended December 31, 2014. The Department welcomes questions regarding the information contained in this report or about our programs and services. Additional information regarding our programs is available by calling 530-283-6350 or by accessing the Plumas County web site at www.countyofplumas.com.

I. WELFARE TO WORK & PUBLIC ASSISTANCE DIVISION

A. APPLICATIONS RECEIVED

As was reported last quarter there has been some stability in application counts. The new open enrollment period for the Affordable Care Act began in October and that clearly accounts for the rise in applications to a count of 377. But the Department notes that within the next two months, November and December, the count dropped back down to average and below average numbers. The Department also notes that there are signs of an improving local economy with jobs in construction beginning to reappear, particularly with the comparatively mild winter so far. That could also account for a drop in applications.



B. CONTINUING CASES

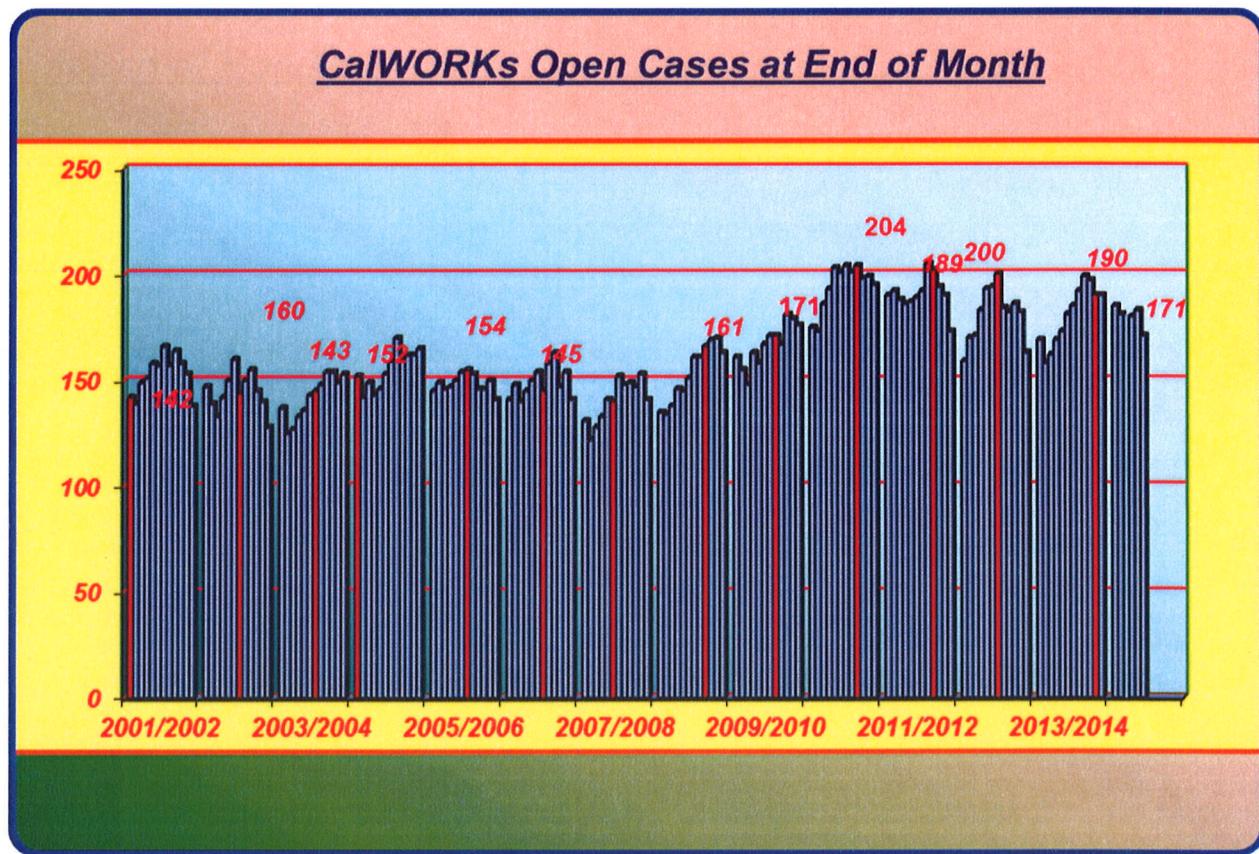
(1). Cash Assistance (AFDC/CalWORKs)

The case count dropped again during the past three months (171 cases at the end of December) and the overall case count has remained below 200 since January of 2013. This continues to be encouraging.

The Department continues to associate the drop in CalWORKs cases with CalWORKs recipients earning sufficient income from employment that they no longer need to rely on CalWORKs cash. The lower case count during this period not only reflects that, but also that there are jobs to be found for the former recipients.

Average Monthly Caseload

2011/2012	191
2012/2013	181
2013/2014	180



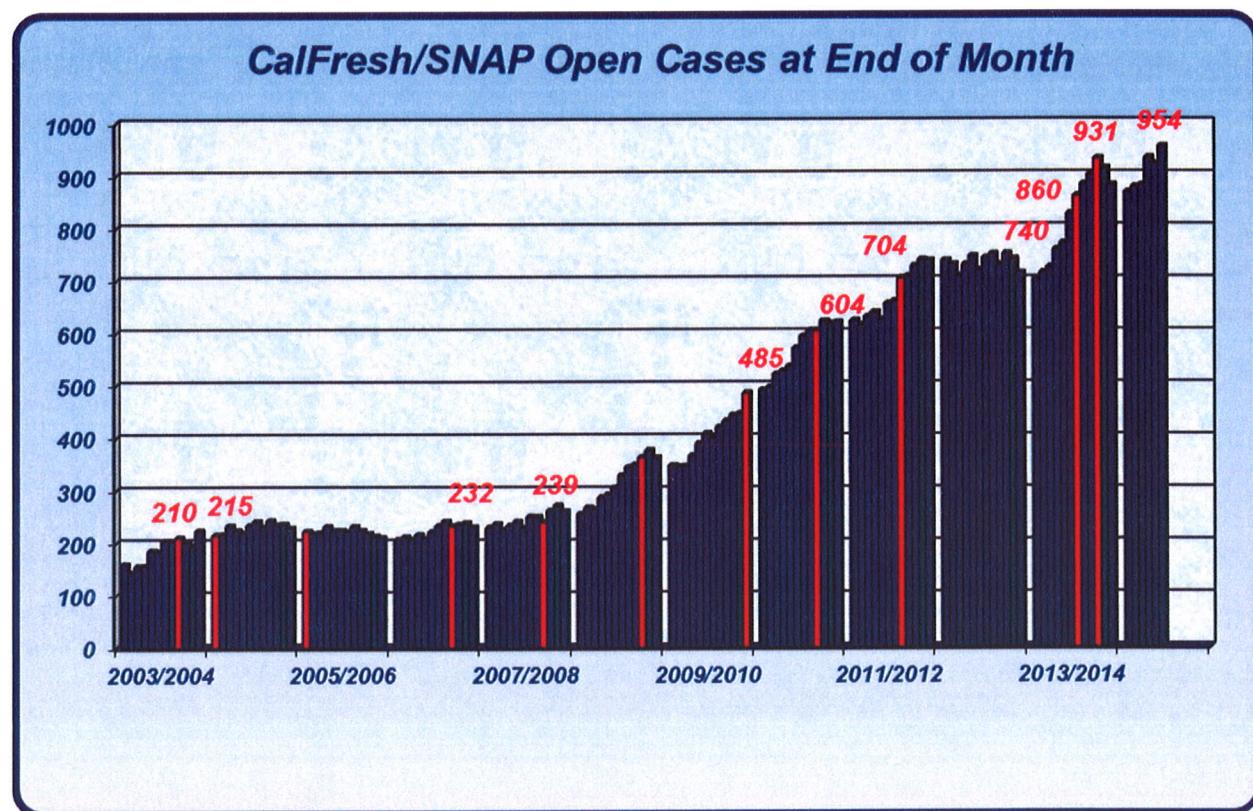
(2). CalFresh (Food Stamps) Assistance

A. Case Count

Generally, the Department expects to see growth in the case count for CalFresh during the winter months, so the growth that is shown below is not unexpected. However, looking at the trend for the past twelve to fifteen months indicates less growth than might otherwise have been anticipated for this period. The Department believes that this could be attributable to a gradual emergence from the recession. While we will know more about that as we move into warmer months, the signs are that jobs are beginning to appear again.

Average Monthly Caseload

2012/2013	733
2013/2014	822
2014/2015	905

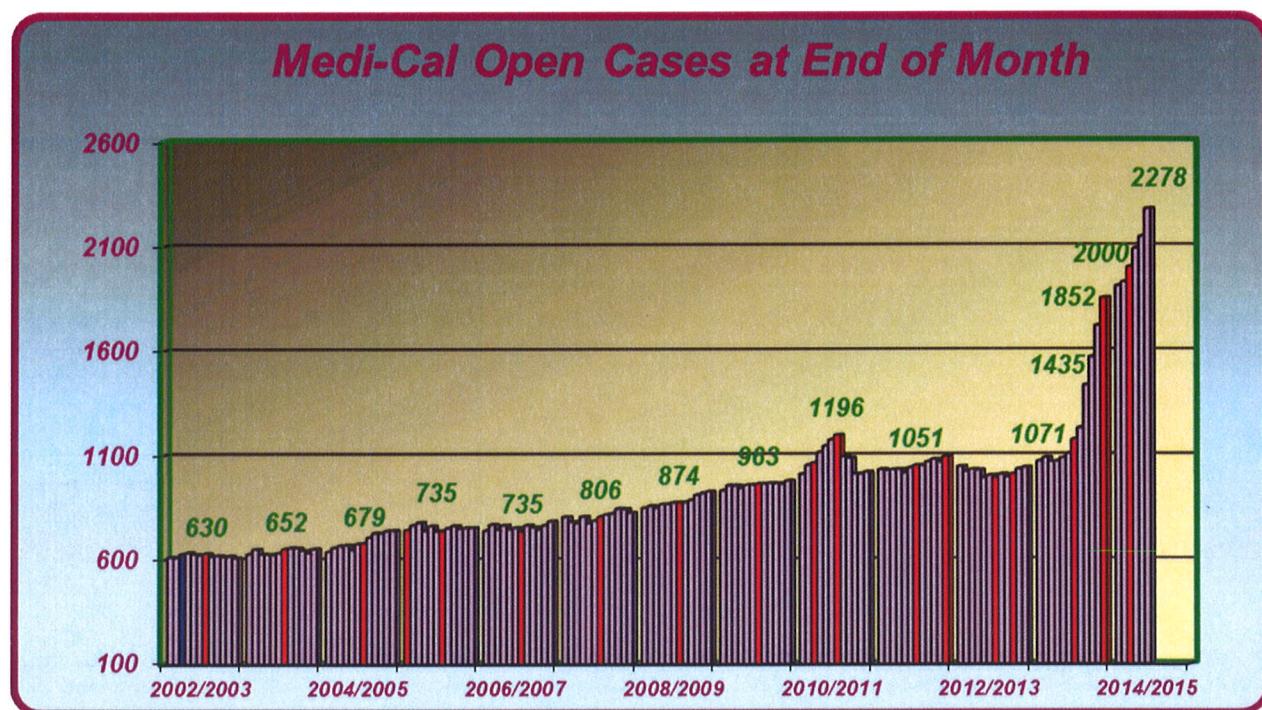


(3). Medi-Cal

The first year of the Affordable Care Act (ACA) resulted in adding just under 1,000 new cases to the Medi-Cal case count. While a good number of these new cases came from the former CMSP and Path2Health programs, many of the new Medi-Cal members are people who did not have any form of coverage prior to the ACA. A new open enrollment period for Covered California opened last November. While the Department does not expect to see new enrollment in Medi-Cal to reach nearly the levels from the year before, we do expect to see growth.

Average Monthly Caseload

2012/2013	1017
2013/2014	1459
2014/2015	2058

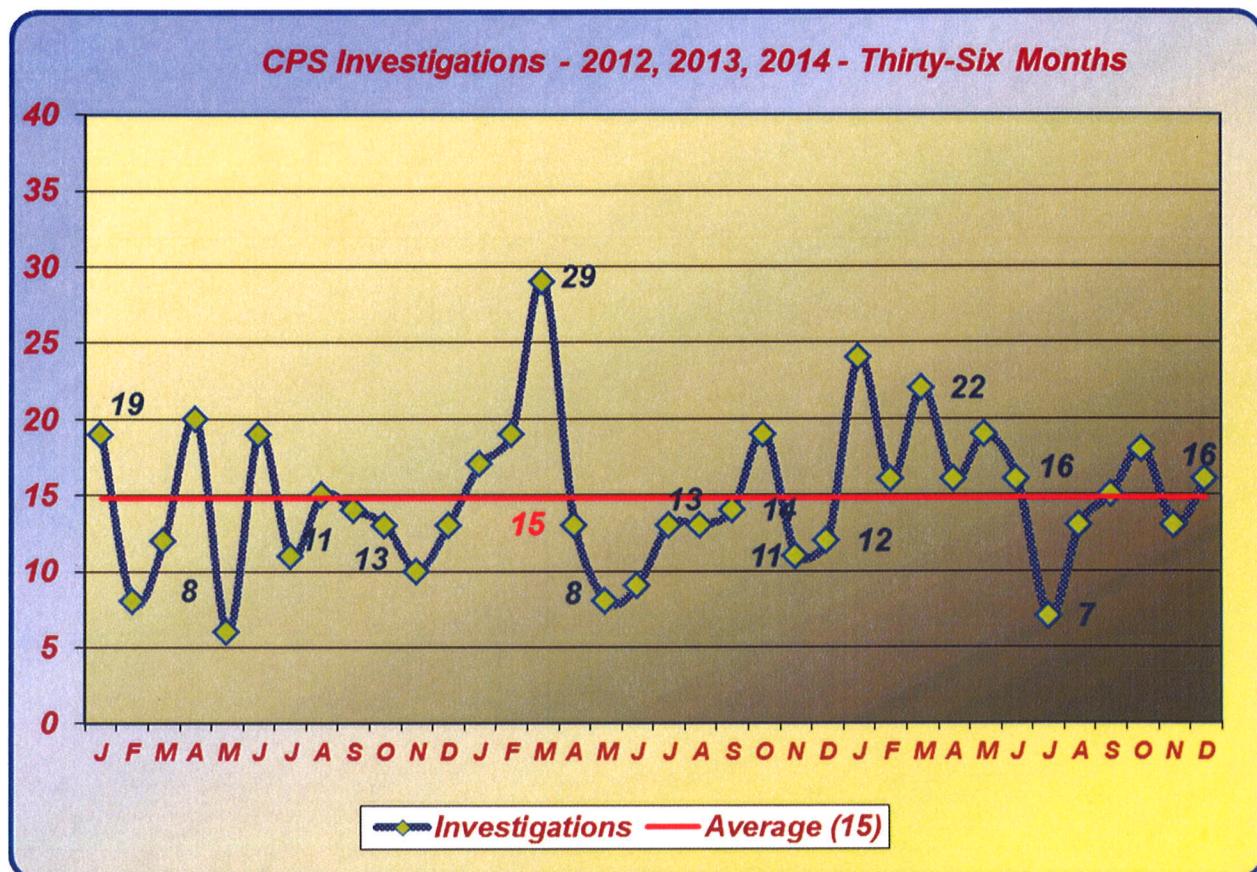


II. SOCIAL SERVICES DIVISION

A. Child Welfare Services

The Emergency Response component of Child Protective Services averages in the range of about 15 child abuse investigations per month. During this most recent quarter, the number of investigations has hovered around the average closing the quarter with 16 investigations in December.

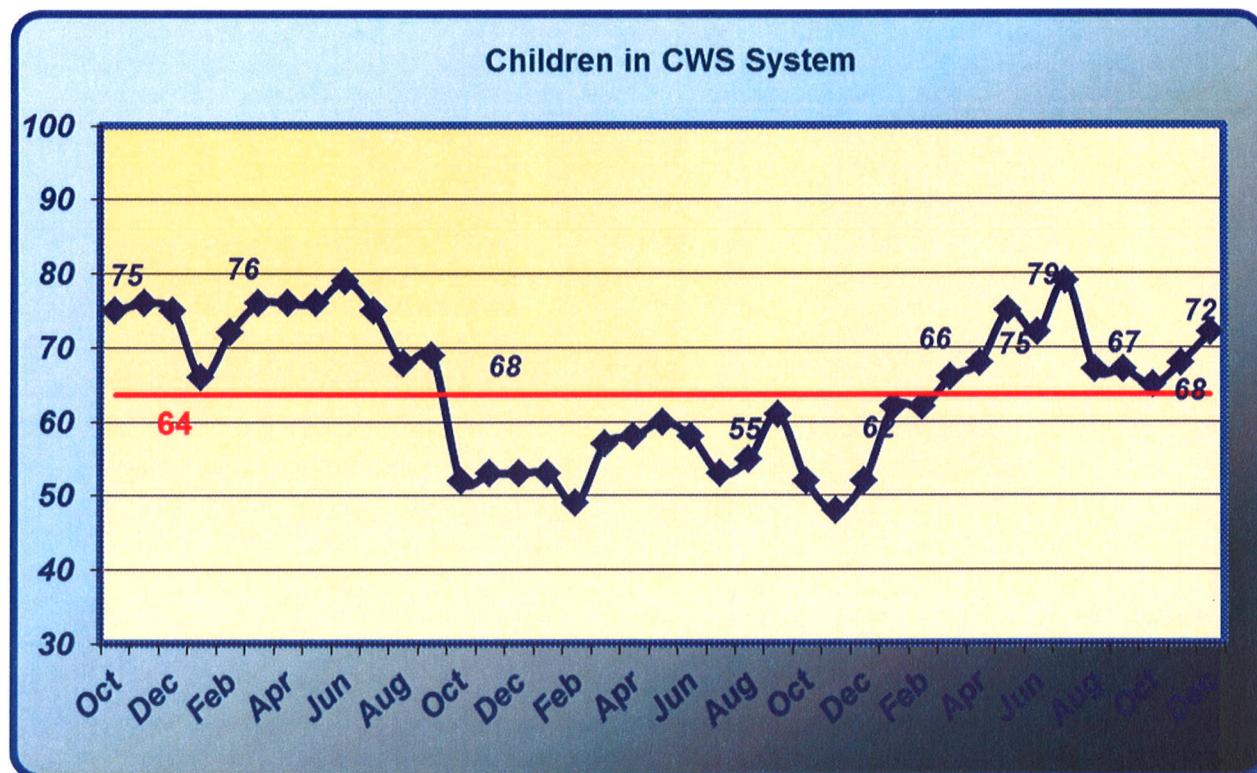
As the Department has noted previously, we have continued to experience significant numbers of cases where the precipitating factors leading to abuse and neglect are associated with substance abuse, in particular methamphetamine but also alcohol and other drugs. Substance abuse is the foremost reason that children are removed from unsafe environments.



B. Children in the Child Welfare Services System

As has been reported previously, changes in the law under Assembly Bill 12 of 2012 allow some children to stay in the Child Welfare System longer. This has led to some growth in the count of the number of children in our system.

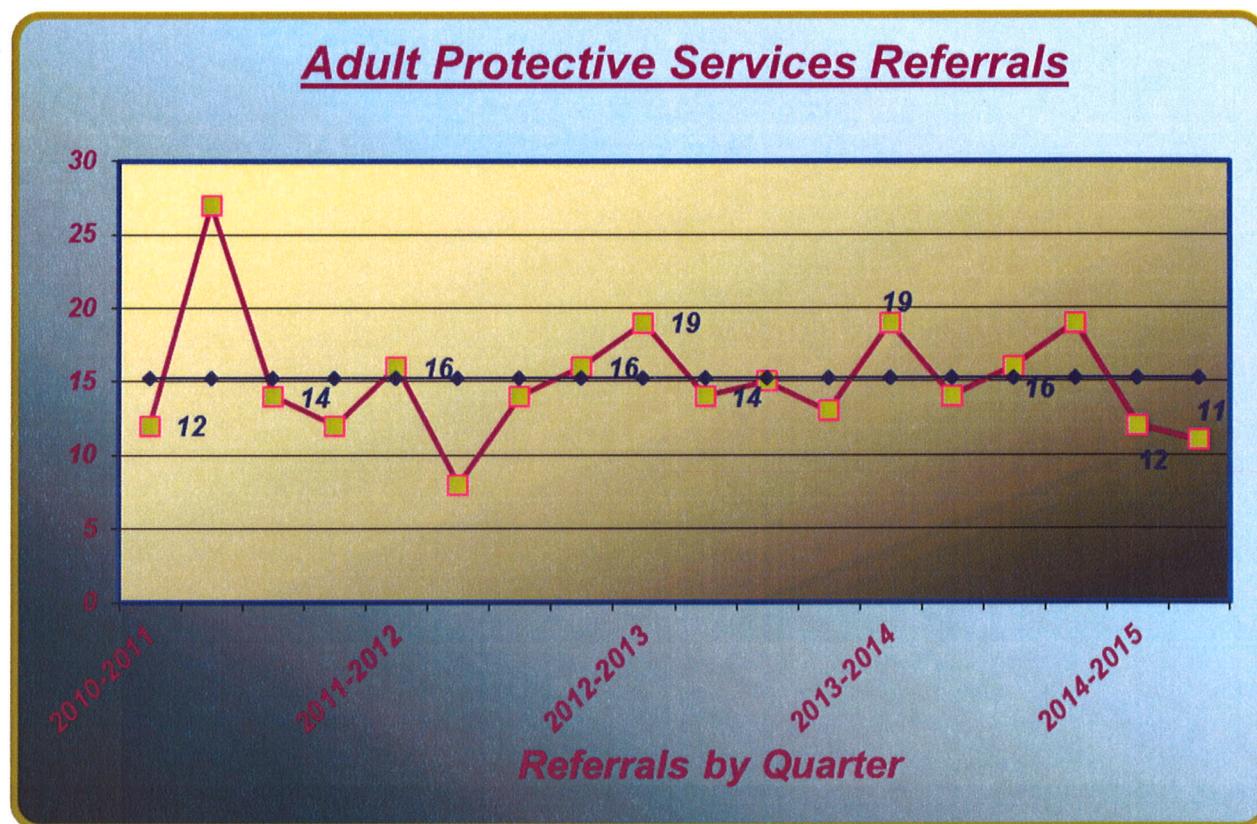
The Department has continued its trend toward placing foster children with relatives and with non-related extended family members. This has placed us in a position where we are less reliant on foster family agencies and foster homes for placement resources. While we expect that trend to continue, there remains a need for Foster Homes for children who come into our system.



C. Adult Protective Services

Referrals for investigation of adults who've been abused or neglected generally have been at or below average levels during the past thirty-six months. The average rate has been about 15 referrals per quarter. For the three month quarter that ended in December, the Department received 11 referrals.

Referrals from financial institutions regarding suspicious circumstances connected with an elderly or disabled person's bank account have continued to account for many of the requests for investigation we receive. The Department also receives referrals that are for self-neglect. In some of these situations it is not always possible to intercede because the referent still has a right to self-determination.



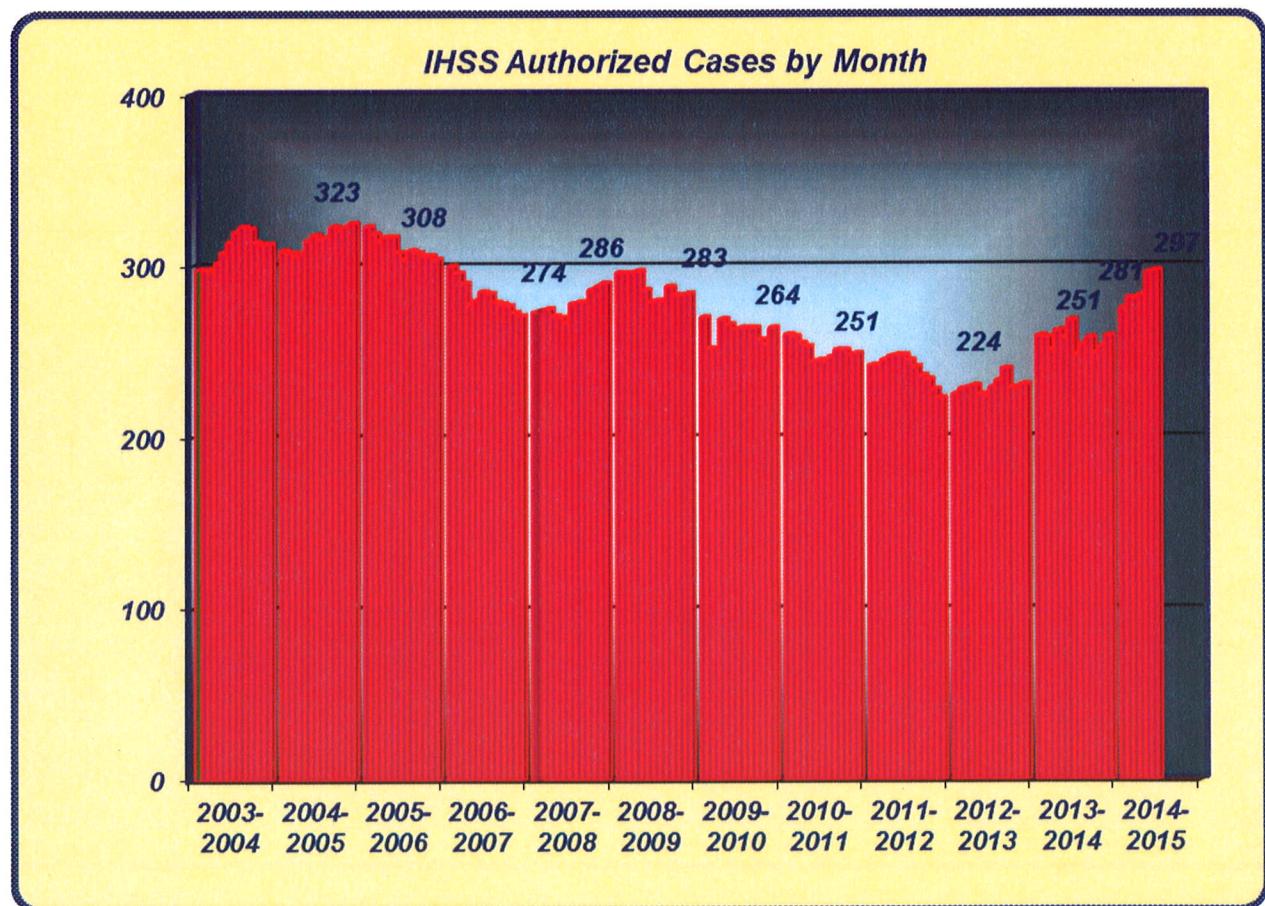
D. In-Home Supportive Services (IHSS)

The IHSS program experienced a fairly steady period of case count decline from around 2009 to mid-2013. Those reductions in case count were linked to several state regulation and legislative changes that both changed eligibility requirements and reduced the number of authorized hours that could be approved under some circumstances.

With the advent of the Affordable Care Act, the Department determined that it would be likely that the case count might grow some due to people becoming eligible for Medi-Cal (federal Medicaid), as IHSS is funded by Medicaid dollars. That has turned out to be a correct prediction. We believe that we will continue to see some growth in this program due to the ACA.

Average Monthly Case Count

2012/2013	229
2013/2014	256
2014/2015	286



III. PUBLIC GUARDIAN

The Public Guardian currently provides guardianship and conservator services to a total of 10 LPS and Probate conservatee. The Public Guardian also serves as representative payee for 7 SSI recipients.



OFFICE OF THE DISTRICT ATTORNEY

3D

520 Main Street, Room 404 • Quincy, California 95971
(530) 283-6303 • Fax (530) 283-6340
E-mail: davidhollister@countyofplumas.com

DAVID HOLLISTER
DISTRICT ATTORNEY &
PUBLIC ADMINISTRATOR

Date: 10 February 2015
To: Plumas County Board of Supervisors
From: David Hollister, District Attorney
Subject: Request to Hire a Deputy District Attorney

A handwritten signature in black ink that appears to read "DAVID HOLLISTER".

Recommendation:

The District Attorney requests approval to fill an existing, and soon to be vacant, position of deputy district attorney as of March 2, 2015. This position is funded and allocated. No request from contingency is made.

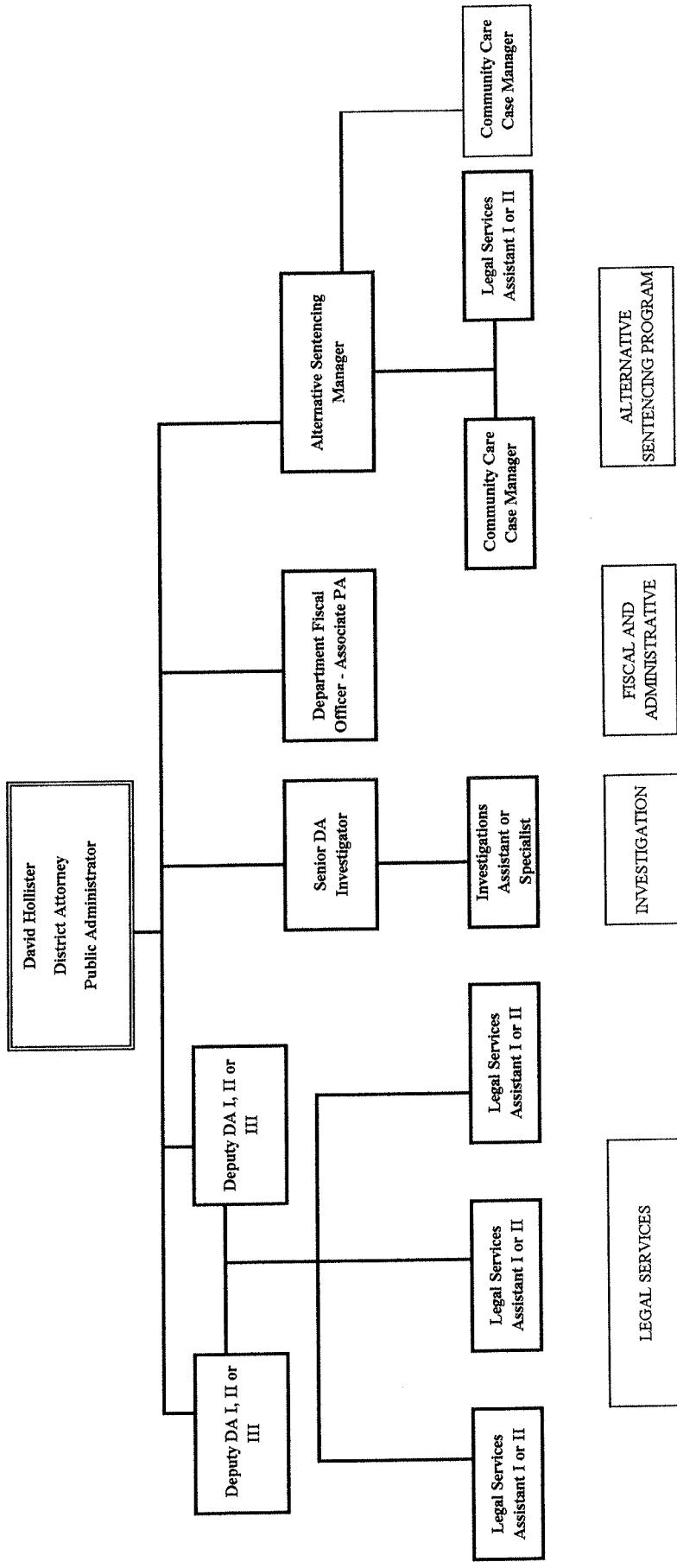
Background and Discussion:

In September 2014, the Plumas County District Attorney, upon becoming aware of the possibility we may lose a deputy district attorney, appeared before the Board and received approval to interview potential candidates and create a finalist list for the position of deputy district attorney.

This possibility has become a reality in that February 13, 2015 will be the last day of employment for one of our deputy district attorneys.

Please approve filling the vacant deputy district attorney position which has previously been funded and allocated effective March 2, 2015 or as soon thereafter as possible.

Plumas County District Attorney's Office
Organizational Chart
2014-15





Office of the Sheriff

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

3E

GREGORY J. HAGWOOD
SHERIFF/CORONER

Memorandum

DATE: January 28, 2015

TO: Honorable Board of Supervisors

FROM: Sheriff Greg Hagwood 

RE: Agenda Items for the meeting of February 10, 2015

It is recommended that the Board:

Adopt Resolution to increase the Court Security Deputy Sheriff allocation from 1.0 to 2.0 FTE and authorize the Sheriff to fill the position.

Background and Discussion:

Over the past several months the Plumas County Superior Courts have expressed the need for a second Deputy Sheriff to perform bailiff duties within the Courthouse. This will allow the current bailiff, held by a correctional officer, to become a transportation officer.

With a designated transport officer this will reduce the demand on already short staffed correctional facility.

This new allocated position will be funded with monies received from the Administrative Office of the Court (AOC) to the Plumas County Sheriff's Office with no additional General Fund contribution required.

RESOLUTION NO. _____

**RESOLUTION TO AMEND THE PLUMAS COUNTY POSITION ALLOCATION FOR
BUDGET YEAR 2014-2015 TO INCLUDE 1.0 FTE DEPUTY SHERIFF I OR II WITHIN THE
DEPARTMENT OF SHERIFF COURT SECURITY 70387**

WHEREAS, the Board of Supervisors, through adoption of the budget, allocates positions for the various county departments each fiscal year; and

WHEREAS, during the fiscal year the Board of Supervisors may amend the position allocation by resolution; and

WHEREAS, it has been requested by the Sheriff due to his responsibilities to the AOC (Administrative Office of the Court) for Court Security to increase staffing by 1.0 FTE Deputy Sheriff within department 70387; and

WHEREAS, this position will be monitoring court rooms, the court house, and providing security for Superior Court Judges; assisting Probation Department with its in-custody prisoners while in the court house; working with patrol and corrections; and

WHEREAS, the Administrative Office of the Court (AOC) in cooperation with the Plumas County Sheriff's Office has allocated funding for an additional Deputy Sheriff position; and

NOW, THEREFORE, BE IT RESOLVED by the Plumas County Board of Supervisors as follows:

1. This position is contingent on the funding stream from the Administrative Office of the Court (AOC).
2. Approve the amendment to the Position Allocation for budget year 2014-2015 to reflect the following:

<u>SHERIFF – Dept.# 70387</u>	<u>FROM</u>	<u>TO</u>
Deputy Sheriff I or II	1.0	2.0

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 10th day of February 2015 by the following vote:

AYES: Supervisors

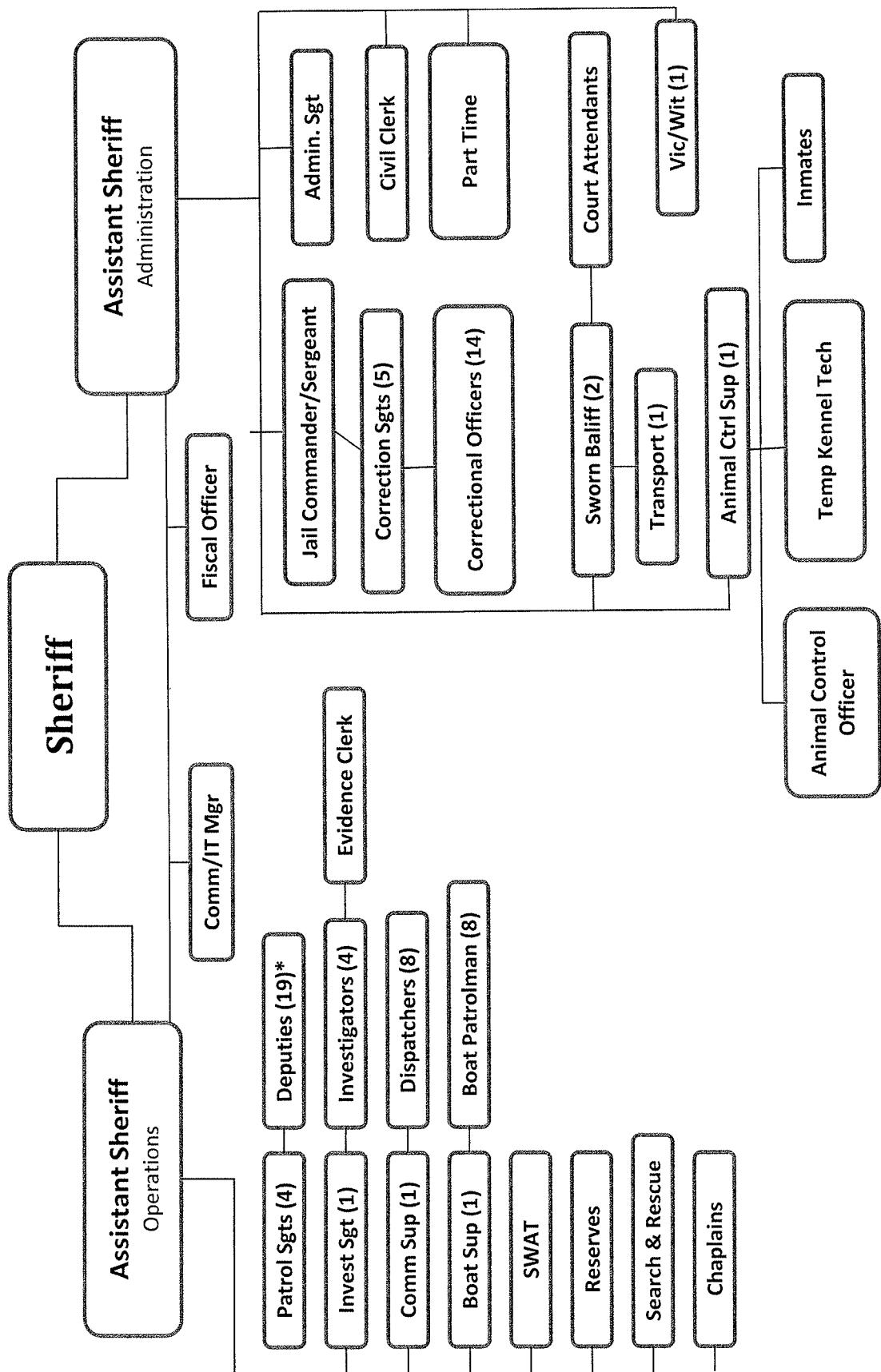
NOES: Supervisors

ABSENT: Supervisors

Chairperson, Board of Supervisors

ATTEST:

Executive Clerk/Board of Supervisors





Tim W. Gibson
Agricultural Commissioner
Sealer of Weights & Measures
timgibson@countyofplumas.com

Plumas-Sierra Counties

Department of Agriculture



Agriculture Commissioner Sealer of Weights and Measures

208 Fairgrounds Road
Quincy, CA 95971
Phone: (530) 283-6365
Fax: (530) 283-4210

January 30, 2015

TO: Honorable Board of Supervisors

From: Tim Gibson, Agricultural Commissioner

Subject: Agreement # 13-DG-11051100-023, Modification 01

GTG

I am requesting the approval of a Supplemental Budget in the amount of \$5,419.00. Plumas County Department of Agriculture had been awarded a USDA Forest Service RAC grant to fund noxious weed control activities during the 2013/14 weed season. The Federal Government sequester during the spring of 2013 caused a partial withholding of these funds. This Modification restores the withheld portion of that grant and will help fund noxious weed control activities through 2016. To continue our efforts and complete this modification we are in need of increasing the following expenditure lines that are reimbursed 100% by this Grant Modification which was not signed until after our FY 2014/15 budget was submitted.

51020/Other Wages	\$4,119.00	Seasonal Weed Tech
520000/Agriculture	\$1,000.00	pesticide purchase
521800/Office Supplies	\$ 300.00	color printer cartridges
		Used for mapping

Again, I would like to stress the fact that these additions will be at no cost to the County. Please call if you have any questions regarding the supplemental budget.



United States
Department of
Agriculture

Forest
Service

Central California Acquisition
Service Area

Inyo National Forest
Lake Tahoe Basin MU
Eldorado National Forest
Tahoe National Forest
Stanislaus National Forest
Plumas National Forest

File Code: 1580

Date: October 2, 2014

Tim Gibson
Agricultural Commissioner
Plumas-Sierra Counties Department of Agriculture
208 Fairgrounds Road
Quincy, CA 95971

Mr. Gibson,

Enclosed is your copy of the fully executed Modification 001 of Agreement No. 13-DG-11051100-023 between the Plumas-Sierra Counties Department of Agriculture and the Plumas National Forest.

If you have any questions regarding this agreement, please feel free to contact the Program Manager, Jim Belsher-Howe at 530-283-7657, or I can be reached at 530-478-6127, or email: rbryant01@fs.fed.us.

Sincerely,

ROBIN BRYANT
Grants Management Specialist

Enclosures

cc: James B Belsher-Howe

Received

OCT 06 2014

Plumas/Sierra Dept of Ag



Caring for the Land and Serving People

Printed on Recycled Paper





USDA Forest Service

OMB 0596-0217
FS-1500-19

MODIFICATION OF GRANT OR AGREEMENT

PAGE OF PAGES
1 10

1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER: 13-DG-11051100-022 023 <i>pb 9/24/14</i>	2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY:	3. MODIFICATION NUMBER: 01
4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING GRANT/AGREEMENT (unit name, street, city, state, and zip + 4): Plumas National Forest 159 Lawrence Street Quincy, CA 95971	5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING PROJECT/ACTIVITY (unit name, street, city, state, and zip + 4): Plumas National Forest 39696 Hwy 70 Quincy, CA 95971	6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county): Plumas-Sierra Counties Department of Agriculture 208 Fairgrounds Road Quincy, CA 95971
7. RECIPIENT/COOPERATOR'S HHS SUB ACCOUNT NUMBER (For HHS payment use only):		

8. PURPOSE OF MODIFICATION

CHECK ALL THAT APPLY:	This modification is issued pursuant to the modification provision in the grant/agreement referenced in item no. 1, above.
<input checked="" type="checkbox"/>	CHANGE IN PERFORMANCE PERIOD: Extend Expiration Date to September 30, 2016
<input checked="" type="checkbox"/>	CHANGE IN FUNDING: Increase award amount by \$15,642.00 to a total of \$22,543.00
<input type="checkbox"/>	ADMINISTRATIVE CHANGES:
<input type="checkbox"/>	OTHER (Specify type of modification):

Except as provided herein, all terms and conditions of the Grant/Agreement referenced in 1, above, remain unchanged and in full force and effect.

9. ADDITIONAL SPACE FOR DESCRIPTION OF MODIFICATION (add additional pages as needed):

The purpose of this modification is to increase the award amount to the original amount requested in the SRS Tile II project application, per the letter from recipient dated September 11, 2014. Required recipient non-federal match is increased by \$5,000 as indicated on the revised application for Federal Financial Assistance, SF-424 and SF-424A, application narrative and expanded project budget (Attachment C.1).

Performance Period is extended to allow additional time for Recipient to complete project activities.

10. ATTACHED DOCUMENTATION (Check all that apply):

<input type="checkbox"/>	Revised Scope of Work
<input type="checkbox"/>	Revised Financial Plan
<input checked="" type="checkbox"/>	Other: Letter requesting addition of funds, Revised Application for Federal Financial Assistance (Attachment C.1)

11. SIGNATURES

AUTHORIZED REPRESENTATIVE: BY SIGNATURE BELOW, THE SIGNING PARTIES CERTIFY THAT THEY ARE THE OFFICIAL REPRESENTATIVES OF THEIR RESPECTIVE PARTIES AND AUTHORIZED TO ACT IN THEIR RESPECTIVE AREAS FOR MATTERS RELATED TO THE ABOVE-REFERENCED GRANT/AGREEMENT.

11.A. PLUMAS COUNTY BOARD OF SUPERVISORS CORPORATION SIGNATURE <i>John Kennedy</i> (Signature of Signatory Official)	11.B. DATE SIGNED 9/23/14	11.C. U.S. FOREST SERVICE SIGNATURE <i>Earl W. Ford</i> (Signature of Signatory Official)	11.D. DATE SIGNED 9/24/14
11.E. NAME (type or print): <i>John Kennedy</i>	11.F. NAME (type or print): EARL W. FORD		
11.G. TITLE (type or print): Chair <i>John Kennedy</i>	11.H. TITLE (type or print): Forest Supervisor		
11.I. TITLE: County Counsel <i>John Kennedy</i>			

Received

OCT 06 2014

Plumas/Sierra Dept of Ag



USDA Forest Service

OMB 0596-0217
FS-1500-19

12. G&A REVIEW

12.A. The authority and format of this modification have been reviewed and approved for signature by:

Robin Bryant
ROBIN BRYANT
U.S. Forest Service Grants & Agreements Specialist

12.B. DATE
SIGNED

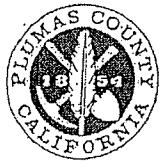
9/14/2014

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.



Plumas-Sierra Counties

Department of Agriculture



Tim W Gibson
Agricultural Commissioner
Sealer of Weights & Measures
timgibson@countyofplumas.com

**Agriculture Commissioner
Sealer of Weights and Measures**

208 Fairgrounds Road
Quincy, CA 95971
Phone: (530) 283-6365
Fax: (530) 283-4210

Sept 11, 2014

To: USDA Forest Service
Plumas National Forest

RE: Plumas County Department of Agriculture grant award agreement number 13-DG-11051100-023.

Please add the increase award grant funds to our existing grant.

Thank you

A handwritten signature in black ink that reads "Tim Gibson".

Tim Gibson
Plumas County Agricultural Commissioner
208 Fairgrounds Road
Quincy, CA 95971

Expanded Project Budget					
Cost Category Description	Federal Agency (FS)	Applicant	Partner 1	Partner 2	Total
A) Personnel (position*rate*time)					-
Weed technician (s)\$16.61/hr*542.5 hr	9,011.00				9,011.00
					-
<i>Subtotal</i>	9,011.00	-	-	-	9,011.00
B) Fringe Benefits - % Personnel					-
					-
					-
<i>Subtotal</i>	-	-	-	-	-
C) Travel #people*#trips*per diem/mileage					-
1*16*\$11.96/trip	191.36				191.36
1*9.084*\$11.96/trip	108.64				108.64
<i>Subtotal</i>	300.00	-	-	-	300.00
D) Equipment[1]>\$5000 (inventory list)					-
equipment operation rates		5,000.00			5,000.00
					-
<i>Subtotal</i>		5,000.00	-	-	5,000.00
E) Supplies type*qty*cost					-
Pesticides, dyes, and backpack sprayer	4,209.00				-
safety supplies	200.00				4,209.00
Back pack sprayers	200.00				-
<i>Subtotal</i>	4,609.00	-	-	-	4,609.00
F) Contractual eg. cost/acres					-
					-
					-
<i>Subtotal</i>	-	-	-	-	-
G) Construction detail					-
					-
					-
<i>Subtotal</i>	-	-	-	-	-
H) Other (specify) detail					-
printer ink/toner	300.00				300.00
					-
<i>Subtotal</i>	300.00	-	-	-	300.00
Total Direct Costs	14,220.00	5,000.00	-	-	19,220.00
I) Indirect Charges - include federally approved cost agreement	1,422.00				1,422.00
					-
<i>Project Total</i>	15,642.00	5,000.00	-	-	20,642.00
J) Program Income (using Deductive Alternative)					

[1] Equipment is single unit values of \$5,000 or greater with a useful life of more than 1 year. Please itemize equipment/costs.

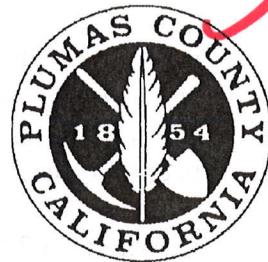
[2] Program income is the gross revenue generated by a grant or cooperative agreement supported activity during the life of the grant. Program income can be earned from fees charged for conference or workshop attendance, from rental fees earned from renting out real property or equipment acquired with grant or cooperative agreement funds, or from the sale of commodities or items developed under the grant or cooperative agreement. The use of Program Income during the project period may require prior approval by the granting agency.

DEPARTMENT OF HUMAN RESOURCES

520 Main Street, Room 115, Quincy, California 95971

(530) 283-6444 FAX (530) 283-6160

Email: gaylatrumbo@countyofplumas.com



36

Gayla S. Trumbo
Human Resources
Director

DATE: January 29, 2015

TO: The Honorable Board of Supervisors

FROM: Gayla Trumbo, Director of Human Resources

SUBJECT: AGENDA ITEM FOR BOARD OF SUPERVISORS MEETING OF FEBRUARY 10, 2015.
RE: APPROVE RESOLUTION TO RATIFY THE
MEMORANDUM OF UNDERSTANDINGS BETWEEN THE
COUNTY OF PLUMAS AND THE SHERIFF'S DEPARTMENT
UNIT AND THE SHERIFF'S MID MANAGEMENT UNIT.

IT IS RECOMMENDED THAT THE BOARD:

Approve resolutions to ratify the Memorandum of Understanding between the County and the Sheriff's Department Unit; and the Sheriff's Mid Management Unit for the period of July 1, 2014 through June 30, 2015.

BACKGROUND AND DISCUSSION:

As the Board is aware, on May 23, 2013, the Board approved Resolution 13-7872 to adopt Terms and Conditions of Employment for the Sheriff Department Unit and the Sheriff Mid Management Unit. The Board took this action due to the inability to resolve impasse.

The County negotiation team lead by Mr. Jack Hughes and the Sheriff's Association lead by Mr. Bob Jarvis have worked diligently over numerous months to bring forward a tentative agreement for your approval. This tentative agreement is for a one year Memorandum of Understanding (MOU) for the Sheriff's Department Unit and the Sheriff's Mid Management Unit. Below you will find a summary of the tentative agreement changes within the Memorandum of Understandings before you today for approval:

1. Term of this agreement is for a one year period, July 1, 2014 through June 30, 2015.

2. Article 2.01 Management Rights. Within this Article it referred to "District" which was corrected to "County." In addition the word "evaluate" was added to the following: "to hire, transfer, evaluate, promote, layoff, and maintain the discipline and efficiency of its employees".

3. Article 2.02 Association Representative's Visitation Rights. Language was added under this Article to include "Employees seeking this reasonable time must receive verbal and/or written permission from an appropriate manager prior to taking this paid release time."

4. Article 6.01 Salary states there will be no salary change.

5. Article 7.04 Disputed Evaluation. Within this Article language was added to limit the grievance process in a disputed evaluation to Step 3. "The employee may pursue the grievance to Step 3 which shall be the final level of review of the evaluation."

6. Article 12.01 has been amended to include the following:

Effective beginning with the calendar year 2015 Health Insurance Plan Year, the County shall contribute up to the following amount to fund the combined premiums for employee medical, dental, life and vision insurance:

Employee Only: \$569.88

Employee Plus One: \$1,137.80

Full Family: \$1,467.62

The employee shall pay 100% of the cost of the combined premiums above the County contribution for the employee's benefit level.

Amendments were also included on the option of Opt-Out as follows:

Upon providing continued proof of other Affordable Health Act compliant health insurance, employees' choosing to opt out of the County's offered health plans shall receive \$100.00 (one hundred dollars) per pay period for a maximum annual benefit of \$2400.00 (twenty four hundred dollars) per year.

Copies of the complete Memorandum of Understandings for the Sheriff's Department Unit and the Sheriff's Mid Management are on file with the Clerk of the Board.

At this time I respectfully request approval of the resolution to ratify the Memorandum of Understanding with the Sheriff's Department Unit and the Sheriff's Mid Management Unit.

Thank you for your time and consideration of this agenda item.

RESOLUTION NO. _____

RESOLUTION RATIFYING THE MEMORANDUM OF UNDERSTANDING WITH THE SHERIFF'S ASSOCIATION FOR THE SHERIFF'S DEPARTMENT UNIT AND SHERIFF'S MID MANAGEMENT UNIT.

WHEREAS, the negotiation team for the Board of Supervisors and the negotiation team for the Sheriff's Association have met and conferred in good faith and reached an agreement for a Memorandum of Understanding for the Sheriff's Department Unit and the Sheriff's Mid Management Unit; and

WHEREAS, these Memorandum of Understandings cover wages, hours and other terms and conditions of employment for the Period of July 1, 2014 through June 30, 2015; and

WHEREAS, the Board of Supervisors has reviewed and concurs with the terms and conditions of the Sheriff's Department Unit and Sheriff's Mid Management Unit Memorandum of Understandings.

NOW, THEREFORE, BE IT RESOLVED by the Plumas County Board of Supervisors as follows:

1. The Board of Supervisors hereby ratifies and accepts the Memorandum of Understanding for the Sheriff's Department Unit and the Sheriff's Mid Management Unit represented by the Sheriff's Association, as set forth in the copy of the Memorandum of Understanding attached to this Resolution as Exhibit A & B.

2. The County Auditor-Controller and the Human Resources Director are hereby directed to implement provisions of the Memorandum of Understanding and the Board Chair is authorized to execute individual Memorandum of Understandings and any other documents related hereto in order to carry out this ratification.

The forgoing 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 10th day of February, 2015 by the following vote:

AYES: Supervisors

NOES: Supervisors

ABSENT: Supervisors

ATTEST:

Clerk of the Board

Chair, Board of Supervisor

3H



PLUMAS COUNTY PROBATION DEPARTMENT

DAN PRINCE

CHIEF PROBATION OFFICER

270 County Hospital Road, Ste. 128., Quincy, CA 95971

(530) 283-6200 Fax (530) 283-6165

DATE: February 9, 2015

TO: The Honorable Board of Supervisors

FROM: Dan Prince, Chief Probation Officer

SUBJECT: Approval of Resolution

Recommendation:

Approve a Resolution waiving the PERS 180-day sit-out period for a retired annuitant to perform the duties of Probation Assistant.

Background:

Michael Nolta retired January 31, 2015, from the Plumas County Probation Department where he had served as Probation Assistant. Due to his extensive experience as a California Highway Patrol Officer, Mr. Nolta was utilized for high risk transports as well as drug testing of substance abusers. During the current recruiting period, it is critical to maintain this capacity, and Mr. Nolta is willing to work as extra help to assist the Probation Department.

COUNTY OF PLUMAS
RESOLUTION NO. 15-_____

**WAIVING THE 180 DAY SIT-OUT PERIOD FOR A RETIRED ANNUITANT TO
PERFORM THE DUTIES OF PROBATION ASSISTANT**

WHEREAS, the State Legislature has adopted AB 340 in order to implement comprehensive pension reform through the enactment of the California Public Employees' Pension Reform Act of 2013 (PEPRA) as well as other statutory changes; and

WHEREAS, PEPRA applies to all public employers that participate in the California Public Employees' Retirement System (PERS) on or after January 1, 2013; and

WHEREAS, California Government Code section 7522.56, as enacted in PEPRA, requires newly retired persons to sit out for at least 180 days before returning to work for an employer in the same retirement system in which they receive a retirement allowance; and

WHEREAS, an exception can be made if a county's Board of Supervisors certifies that the nature of the employment and the appointment is necessary to fill a critically needed position and the 180 days has not yet passed; and

WHEREAS, Michael Nolta has been employed by the County as a Probation Assistant since March of 2014 and prior to that had 18 years of experience as a California Highway Patrol Officer.

WHEREAS, Mr. Nolta will retire from County service on or about January 31, 2015 and will not be accepting a retirement incentive upon retirement; and

WHEREAS, Mr. Nolta has attained "normal retirement age," as that term is used in Government Code section 21220.5, and therefore no bona fide separation is required under Government Code section 21220.5; and

WHEREAS, Mr. Nolta possesses specialized skills as a former peace officer, including extensive training and experience in officer safety, transporting high risk individuals and administering drug and alcohol tests; and

WHEREAS, although a recruitment has begun to fill the vacant position of Probation Assistant within the Probation Department, it is anticipated that it will take several months to recruit and train an appropriately qualified candidate; and

WHEREAS, it is anticipated that the recruitment period for the Probation Assistant position will create a gap in essential and critical functions within the Probation Department, which consists of only two other full- time Probation Assistants who have a number of other duties; and

WHEREAS, the Probation Assistant position also serves as the Training Specialist for Officer Safety, Transporting of High Risk Offenders and Drug and Alcohol Testing; and

WHEREAS, it is proposed that the 180-day waiting period be waived to allow Mr. Nolta to return to work after his retirement date on an interim appointment, not to exceed nine hundred and sixty hours, while the recruitment for the Probation Assistant position is ongoing, and shortly thereafter to provide training to the new incumbent;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Plumas, State of California, that:

1. The Board of Supervisors certifies that the employment of Michael Nolta is necessary to fill a critically needed position before the 180 day sit-out period required by Government Code Section 7522.56 has passed.
2. The County needs Mr. Nolta's specialized knowledge and technical skills to perform the duties and functions of a Probation Assistant, including service as a Training Specialist, during recruitment for a permanent replacement for this position.
3. Mr. Nolta will be employed at \$14.56 per hour, which is his current hourly base rate for the Probation Assistant position, and no other compensation or benefits shall be provided.
4. Mr. Nolta shall not work more than nine hundred and sixty (960) hours during this interim appointment.
5. Mr. Nolta has certified in writing that he did not, during the 12-month period preceding the reemployment date of February 10, 2015, receive unemployment insurance arising from prior employment with the County.
6. This Resolution was adopted at a properly noticed public meeting and was not placed on the consent calendar, in compliance with Government Code section 7522.56(f)(1).
7. This appointment shall be effective beginning February 10, 2015.

PASSED AND ADOPTED this 10th day of February, 2015, by the following vote:

AYES:

NOES:

ABSENT:

Kevin Goss, Chair
Board of Supervisors

ATTEST:

Nancy DaForno,
Clerk of the Board

PLUMAS COUNTY • DEPARTMENT OF PUBLIC WORKS

1834 East Main Street, Quincy, CA 95971 – Telephone (530) 283-6268 – Fax (530) 283-6323
Robert A. Perreault, Jr., P.E., Director Joe Blackwell, Deputy Director



AGENDA REQUEST

for the February 10, 2015 meeting of the Plumas County Board of Supervisors

February 2, 2015

To: Honorable Board of Supervisors

From: Robert Perreault, Public Works Director

A handwritten signature of Robert A. Perreault in black ink.

Subject: 1) Appropriate Ten Thousand Dollars (\$10,000) from the General Fund Contingency to Fund 0208 in order to fund short-term loan to the Plumas County Flood Control and Water Conservation District ("District") to fund the Professional Services Expenditure Account #521900.

Four/fifths required roll call vote.

and

2) Authorize the Chair of the Board of Supervisors to approve and execute on behalf of Plumas County, any and all documents necessary to make and evidence a loan to the Plumas County Flood Control and Water Conservation District in an amount not exceed Ten Thousand Dollars (\$10,000), for a term not to exceed one (1) year, to be repaid with interest at the Plumas County pooled funds rate.

Background:

The Plumas County Flood Control & Water Conservation District has submitted a request to the Board of Supervisors for authorization to request a short-term loan from County of Plumas to be repaid with interest at the pool fund rate within one (1) year.

Recommendation:

Public Works staff respectfully recommends that the Board of Supervisors:

1. Approve the request received from the Plumas County Flood Control & Water Conservation District in the amount of \$10,000, to be repaid within one (1) year with interest at the pool fund rate;
2. To authorize the Chair of the Board of Supervisors to sign all documents necessary to make and evidence the loan as described above.

4B

LOANS - FISCAL YEAR 13/14

Fiscal Year	Loan Date	Department	Amount	Terms	Purpose	Due Date	Date Repaid
13/14	5/20/2014	Airport 0110 20391	20,000.00	3 yrs plus interest at pooled rate	Purch of jet refueling truck and incidental fuel tank conversion costs	5/20/2017	
13/14	4/1/2014	Flood 0208	15,530.00	1 yr plus interest at pooled rate	Cash flow advance	4/1/2015	

LOANS - FISCAL YEAR 14/15

Fiscal Year	Loan Date	Department	Amount	Terms	Purpose	Due Date	Date Repaid
14/15	7/1/2014	10/14 Flood 0208	45,000.00	1 yr plus interest	Dry period financing	7/1/2015	
14/15	7/1/2014	Flood 0208B	5,000.00	To be repaid from Prop 84 Grant	Purch GIS computer	**	

ADVANCES FROM GENERAL FUND CONTINGENCY

Fiscal Year	Date approved	Department	Amount	Terms	Purpose	Due Date	Date Repaid
14/15	10/7/2014	10/12 Building 0001/ 20426	10,300.00	Advance - "Farmarked" per BOS minutes 10/7/14	Pay for temp bldg inspector	6/30/2015	

BOARD OF SUPERVISORS

TERRY SWOFFORD, DISTRICT 1
KEVIN GOSS, DISTRICT 2
SHERRIE THRALL, DISTRICT 3
LORI SIMPSON, DISTRICT 4
JEFF ENGEL, DISTRICT 5



February 10, 2015

The Honorable Jacqui Irwin
California State Assembly
State Capitol
Sacramento, CA 95814

RE: AB 171 County Veterans Service Officers Funding – SUPPORT

Dear Assembly Member Irwin,

As Chairman of the Board of Supervisors of Plumas County, I write to inform you that Plumas County supports AB 171 which seeks to increase local assistance funding for County Veterans Service Officers (CVSOs).

CVSOs are the initial, local point-of-contact for claimants accessing the United States Department of Veterans Affairs. They are instrumental in helping our returning veterans in understanding the complex VA process. AB 171 would encourage innovation and reward outstanding service by CVSOs and again increase the amount of state assistance provided to counties to fund the activities of CVSOs to \$5.6 million statewide, and to make this increase permanent.

It is critical that the CVSOs again receive an increase in this allocation. For the past two years, funding has been \$5.6 million. If funding returns to \$2.6 million as noted in the Governor's budget, new efforts that have been implemented to care for our veterans, including new hires will be in jeopardy. Additionally, there continues to be a large number of underserved veterans and their dependents who are not aware of the federal and state benefits available to them as a result of their military service. Presently, there are an estimated 2000 veterans living in Plumas County. When factoring in their families, the number this county could potentially serve reaches an estimated 5000. Passage of AB 171 would make it possible to expand services to thousands of underserved veterans and their dependents.

For these reasons, Plumas County supports AB 171 and wishes you success in its passage.

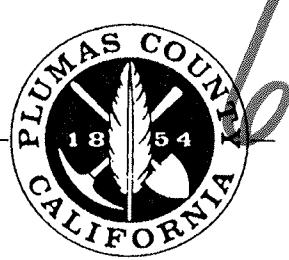
Thank you for your leadership.

Sincerely,

Kevin Goss, Chair
Plumas County Board of Supervisors

PLUMAS COUNTY AUDITOR / CONTROLLER

520 MAIN STREET • ROOM 205 • QUINCY, CA 95971-4111 • (530) 283-6246 • FAX (530) 283-6442
ROBERTA M. ALLEN, CPA • AUDITOR / CONTROLLER



Date: February 2, 2015

To: Honorable Board of Supervisors

From: Roberta M. Allen, Auditor / Controller

Subject: Authorize Auditor/Controller to approve and process budget transfers from various county departments pursuant to the FY 2014-2015 midyear budget review.

Recommendation:

Auditor/Controller requests authorization to process budget transfers from various county departments pursuant to the FY 14/15 midyear budget review.

Analysis:

As part of the midyear budget review process, department heads and fiscal officers have analyzed their budget vs actual activity and some have requested budget transfers as a result of this review.