



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 MARCH 03, 2015 TO BE HELD AT 11:00 A.M.
IN THE BOARD OF SUPERVISORS ROOM 308, COURTHOUSE, QUINCY, CALIFORNIA**

10:00 – 11:00 A.M. – COMMUNITY DEVELOPMENT COMMISSION

www.countyofplumas.com

AGENDA

The Board of Supervisors welcomes you to its meetings which are regularly held on the first three Tuesdays of each month, and your interest is encouraged and appreciated.

Any item without a specified time on the agenda may be taken up at any time and in any order. Any member of the public may contact the Clerk of the Board before the meeting to request that any item be addressed as early in the day as possible, and the Board will attempt to accommodate such requests.

Any person desiring to address the Board shall first secure permission of the presiding officer. For noticed public hearings, speaker cards are provided so that individuals can bring to the attention of the presiding officer their desire to speak on a particular agenda item.

Any public comments made during a regular Board meeting will be recorded. The Clerk will not interpret any public comments for inclusion in the written public record. Members of the public may submit their comments in writing to be included in the public record.

CONSENT AGENDA: These matters include routine financial and administrative actions. All items on the consent calendar will be voted on at some time during the meeting under "Consent Agenda." If you wish to have an item removed from the Consent Agenda, you may do so by addressing the Chairperson.



REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the Clerk of the Board at (530) 283-6170. Notification 72 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility. Auxiliary aids and services are available for people with disabilities.

STANDING ORDERS

11:00 A.M. **CALL TO ORDER/ROLL CALL**

PLEDGE OF ALLEGIANCE

ADDITIONS TO OR DELETIONS FROM THE AGENDA

PUBLIC COMMENT OPPORTUNITY

Matters under the jurisdiction of the Board, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda unless it is determined to be an urgency item by the Board of Supervisors. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of 3 minutes.

DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS

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

ACTION AGENDA

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) BOARD OF SUPERVISORS

Approve and authorize the Chair to sign letter to the Department of Transportation (Caltrans) for encroachment permit (Community Multisport Events: Tri Graeagle Triathlon, July 05, 2015 and September 06, 2015; Graeagle Century, July 26, 2015)

B) CLERK OF THE BOARD

Approve Board minutes for February 2015

C) TREASURER/TAX COLLECTOR

Authorize the Treasurer/Tax Collector to sell Tax-Defaulted Property subject to the Power of Sale

D) EMERGENCY SERVICES

Approve continuation of Local Emergency due to Drought

E) SHERIFF

Authorize the Auditor/Controller to pay invoice without a contract to Washoe County Sheriff of \$1,587.50 for forensic services provided on homicide case

F) BOY SCOUTS OF AMERICA

Authorize the Boy Scouts of America, Lassen District to use the Taylorsville Park site for training event scheduled for April 24-26, 2015; and approve request to waive the daily use fees

G) PUBLIC WORKS

Adopt Plans and Specifications for the Bailey Creek Bridge Replacement Federal Project (BRLO-5909(081)), and authorize the Department of Public Works to advertise for bids

H) PLANNING

Approve and authorize the Chair to sign Services Agreement between County of Plumas and Dr. Gina Johnston of \$2,500 for technical assistance on Plumas County's review and comments on the Draft EIR for the 401 Water Quality Certification for FERC 2105 (Upper North Fork Feather River Hydroelectric Project)

2. PUBLIC WORKS – Robert Perreault

Solid Waste Division: Status report on Green Waste Disposal as part of the Plumas County Solid Waste Program, and; designation of two Board members to participate in the Public Works Advisory Committee on Green Waste matters. Discussion and possible action

3. NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT - Gretchen Bennett

Discussion and possible action to consider request of Air District to pursue an Executive Order from the State of California Air Resources Board to open burn non-industrial waste at designated sites in Plumas County

4. DEPARTMENTAL MATTERS

A) ALCOHOL & OTHER DRUG SERVICES – Louise Steenkamp

- 1) Approve supplemental budget transfer of \$2,000 for receipt of unanticipated revenue from Plumas County Public Health Agency for PhotoVoice Award projects. Discussion and possible action
- 2) Adopt **RESOLUTION** to establish a Petty Cash Fund of \$200 for Alcohol & Other Drug Services. **Roll call vote**

B) DISTRICT ATTORNEY – David Hollister

- 1) Adopt **RESOLUTION** authorizing the District Attorney to execute and administer a new Grant Award Agreement for the Edward Byrne Memorial Justice Assistance Grant (JAG) Program. **Roll call vote**
- 2) Approve supplemental budget of \$220,000 for receipt of unanticipated revenue for the FY 2015 Edward Byrne Memorial Justice Assistance Grant Program. **Four/fifths required roll call vote**
- 3) Adopt **RESOLUTION** to amend the Position Allocation for Community Case Manager and authorize the District Attorney to recruit and fill 1.0 FTE Community Case Manager to provide assistance to the Alternative Sentencing Program and the Plumas Adult Substance Abuse Treatment Court. **Roll call vote**

C) PROBATION – Dan Prince

Approve supplemental budget transfer of \$15,000 from Probation AB109 Revenue (20418/48079) to AB109 Expenditures (20418/521900-Professional Services) to cover Allowance for Workforce invoices. Discussion and possible action

D) ENVIRONMENTAL HEALTH – Jerry Sipe

Approve supplemental budget of \$1,750 for receipt of unanticipated revenue (20550/46611) from Statewide Hazardous Materials Enforcement Action for purchase of computer hardware and supplies (20550/529851). Discussion and possible action

E) SHERIFF – Greg Hagwood

Approve budget transfer of \$17,800 from Criminal Justice Construction Fund Contingencies (20293/528400) to expenditure accounts to cover costs for purchase of kitchen equipment and door security system at the Plumas County Correctional Facility. Discussion and possible action. **Four/fifths required roll call vote**

F) FACILITY SERVICES & AIRPORTS – Dony Sawchuk

Appropriate \$44,410 from the General Fund Contingency to cover costs for replace of roofing at Chester Complex due to recent storm damage. Costs will be reimbursed by insurance. **Four/fifths required roll call vote**

G) **PLANNING** – Randy Wilson

Approve and authorize the Planning Director to sign Amendment No. 7 of Grant Agreement No. 4600007650 between the County of Plumas and the State Department of Water Resources (Prop 50). Discussion and possible action

NOON RECESS

AFTERNOON SESSION

5. 1:00 P.M. **HUMAN RESOURCES** – Gayla Trumbo

- A. Adopt **RESOLUTION** to establish Procedure for Industrial Disability Retirement Determinations of Local Safety Officer Employees of the Public Employee Retirement System; and adopt **RESOLUTION** delegating the Initial Determination Authority Under §21173 of the Government Code regarding Industrial Disability. **Roll call vote**
- B. Adopt **RESOLUTION** amending the Job Descriptions of Mental Health Therapist I/II and Behavioral Health Therapist I/II. **Roll call vote**
- C. Adopt **RESOLUTION** to amend the Plumas County Salary Classification for the Behavioral Health Therapist I/II. **Roll call vote**
- D. Adopt **RESOLUTION** adopting the Job Descriptions and Salary Classification of Mental Health Therapist III, Range 2435; Behavioral Health Therapist III, Range 2678; Mental Health Services Act Coordinator, Range 2628; Mental Health Deputy Director, Range 3230; and Program Chief Nursing, Range 2691. **Roll call vote**
- E. Adopt **RESOLUTION** to amend the Plumas County Position Allocations for Budget Year 2014-2015 within 70570 Mental Health Department; 70571 MHSA; and 70569 Mental Health AB109 Set-Aside. **Roll call vote**

6. **BOARD OF SUPERVISORS**

- A. Approve amendment to the By-Laws of the Plumas County Mental Health Commission (PCMHC) under Article III. Membership A) 1. The PCMHC shall consist of eleven (11) voting members. Discussion and possible action
- B. Approve and authorize the Chair to sign letter to the Sierra Institute in support of their biomass-powered boiler system at Eastern Plumas Health Care, Portola. Discussion and possible action
- C. Discussion and possible action to consider application(s) received for re-allocation of unused Title III (Secure Rural Schools) funding from prior year projects; and upon determination direct the Clerk to schedule and notice a public hearing for final project approval
- D. Correspondence
- E. Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations.
- F. Appointments

SIERRA VALLEY GROUNDWATER MANAGEMENT DISTRICT

Appoint Jim Roberti to the Sierra Valley Groundwater Management District Board to replace Byrd Harrison

7. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

- A. Personnel: Public employee performance evaluation – Director of Human Resources
- B. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d) (1) of Government Code §54956.9 – County of Plumas v. BCM Construction, et al., Plumas Superior Court Case No. CV14-00168
- C. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d) (1) of Government Code §54956.9 – High Sierra Rural Alliance v. County of Plumas, Plumas Superior Court Case No. CV14-00009
- D. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9
- E. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

ADJOURNMENT

Adjourn meeting to Tuesday, March 10, 2015, Board of Supervisors Room 308, Courthouse, Quincy, California.

BOARD OF SUPERVISORS

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



March 03, 2015

Department of Transportation (Caltrans)
Attn: Permits Engineer
1000 Center Street
Redding, CA 96001

Attention: Permits Engineer

Subject: Encroachment Permit Request
COMMUNITY MULTISPORT EVENTS
• Tri Graeagle Triathlon - July 05, 2015
• Graeagle Century - July 26, 2015
• Tri Graeagle Triathlon - September 06, 2015

This letter acknowledges that the Plumas County Board of Supervisors has been notified of the above captioned event. The Board of Supervisors has no objection to issuance of an event permit by Caltrans.

Sincerely,

Kevin Goss, Chair

Cc: Plumas County Director of Public Works



Julie A. White
PLUMAS COUNTY TREASURER - TAX COLLECTOR - COLLECTIONS ADMINISTRATION

1C

P.O. Box 176 • Quincy, CA 95971-0176 •
E-mail: [\(pctc@countyofplumas.com\)](mailto:pctc@countyofplumas.com)
(530) 283 -6260

Kelsey Hostetter, Assistant Treasurer-Tax Collector
(530) 283 - 6259

February 17, 2015

TO: HONORABLE BOARD OF SUPERVISORS

FROM: JULIE A. WHITE
COUNTY TREASURER/TAX COLLECTOR/COLLECTIONS ADMIN.

**SUBJECT: AGENDA ITEM FOR MARCH 3, 2015: REQUESTING APPROVAL
AUTHORIZING THE SALE OF TAX-DEFALTED PROPERTY SUBJECT TO THE
POWER OF SALE**

REQUEST: The Board authorizes the sale of tax-defaulted property subject to the power of sale as outlined in Exhibit "A".

BACKGROUND:

The Tax Collector is required to periodically offer properties for sale at public auction that are 5 years tax default and have become subject to sale. Currently, there are 115 properties that are subject to sale.

In order to conduct a sale, it is necessary for the Board to approve the sale and minimum bids as established by the Tax Collector. I have attached the request for approval requiring a signature. This action starts an intensive process commanded by the Revenue and Taxation Code of California to conduct a sale. It includes parties of interest searches, certified notices, official notices, personal contact in some instances, etc.

The Internet auction will be held May 9 - 12, 2015, Saturday – Tuesday, to sell the properties listed in Exhibit "A". Properties will be advertised by an Internet auction advertising website- Bid4Assets.com. All parcels that are not sold within the time set for the sale, under Revenue and Taxation Code Section 3692(e), may be re-offered for sale within ninety (90) days.

Bid4Assets.com specializes in advertising and selling government property and surplus sales on the Internet. The services it will provide include Internet and traditional marketing with links from other websites, newspapers, industry-specific advertising and promotion to its real estate bidder base of 20,000. Internet auction services are part of a package, which allows many more people to participate in the auction. Provisions will be made for the phone, mail, and FAX bids for those who don't have ready access to the Internet.

We have arranged to have the Internet auction together with other northern California counties to offer a regional tax sale. By joining with the other counties, the cost of having Bid4Assets' service is reduced, and the properties can be advertised more effectively as a "regional" sale. The cost per parcel for Bid4Assets has been included in the minimum bids.

Thank you.

EXHIBIT "A"

ASSESSMENT NO.	ASSESSED OWNER	MINIMUM BID
1 003-092-025-000	JAMES A NELSON 2975 CRESTVIEW CIRCLE LA PORTE	\$ 5,680.00
2 008-120-008-000	VERNON & ELOISE MC MATH 2583 GENESEE ROAD GENESEE	\$ 4,345.00
3 009-040-009-000	ANTHONY KIM SWEET, ESTATE OF 925 SQUIRREL CREEK ROAD SPRING GARDEN	\$ 6,695.00
4 009-040-010-000	ANTHONY KIM SWEET, ESTATE OF 1100 SQUIRREL CREEK ROAD SPRING GARDEN	\$ 15,630.00
5 009-080-001-000	CEDAR POINT PROPERTIES INC 378 25N01Y GENESEE	\$ 43,830.00
6 009-090-001-000	CEDAR POINT PROPERTIES INC 945 25N01Y GENESEE	\$ 69,475.00
7 009-100-009-000	CEDAR POINT PROPERTIES INC 12000 WALKER MINE ROAD GENESEE	\$ 18,010.00
8 009-363-020-000	LOUIS PETER BRUNEL 2760 FOREST KNOLL LANE GREENHORN RANCH	\$ 2,645.00
9 009-363-021-000	LOUIS PETER BRUNEL 2740 FOREST KNOLL LANE GREENHORN RANCH	\$ 2,615.00
10 009-372-036-000	JUSTIN D. & HEATHER N. COOKE 2382 BUCKHORN TRAIL GREENHORN RANCH	\$ 2,070.00
11 009-381-002-000	BRENT DASILVA 2701 MEADOW VIEW LANE GREENHORN RANCH	\$ 3,110.00
12 009-391-003-000	BILLY W. BROWN 2045 BUCKHORN CIRCLE GREENHORN RANCH	\$ 6,050.00
13 010-110-016-000	BOBBIE DALE & VALERIE HUBBS 92218 HWY 70 VINTON	\$ 7,875.00
14 010-210-004-000	ROBERT S. PADIA 95119 PROSPECT ROAD CHILCOOT	\$ 3,145.00

010-230-016-000	GENEVIEVE REED, TRUSTEE 51 CONESTOGA DRIVE CHILCOOT	\$	6,530.00
16 025-1 50-008-000	JACK W. BOATMAN, ET AL 5627 GRIZZLY ROAD GRIZZLY ROAD	\$	2,375.00
17 028-020-005-000	JOHN E. & CAROL A. TURNER, H/W 48 BLACKTAIL RIDGE GRIZZLY RANCH	\$	18,645.00
18 028-040-040-000	JOSEPH R. KRAUS 20 SORREL LANE GRIZZLY ROAD	\$	17,580.00
19 028-050-017-000	JOSEPH R. KRAUS 119 PEPPERGRASS LANE GRIZZLY ROAD	\$	21,450.00
20 028-110-016-000	TODD SHAW 318 BIG GRIZZLY GRIZZLY ROAD	\$	22,130.00
21 028-120-011-000	DEBRA L. SHAW 101 SMITH PEAK DRIVE GRIZZLY ROAD	\$	22,400.00
22 100-058-003-000	KEVIN J. & LILLIAN M. MOCKLES, H/W 207 BRIDGE STREET CHESTER	\$	4,800.00
23 100-351-008-000	JENNIFER CANNEDY 162 JENSEN ROAD CHESTER	\$	13,845.00
24 103-320-022-000	LESLIE M CUDE, TRUSTEE 236 ALPINE FIR ROAD LAKE ALMANOR PENINSULA	\$	3,390.00
25 103-380-009-000	LESLIE M. CUDE, TRUSTEE 115 GRAND FIR ROAD LAKE ALMANOR PENINSULA	\$	4,510.00
26 104-051-024-000	TIMOTHY J. & LINDA L. CASHMAN 443 PENINSULA DRIVE LAKE ALMANOR PENINSULA	\$	28,040.00
27 104-061-007-000	TIM & LINDA CASHMAN, H/W 441 PENINSULA DRIVE LAKE ALMANOR PENINSULA	\$	31,885.00
28 104-082-010-000	WOO SUCK JOO & HEE YOUNG, H/W 345 PENINSULA DRIVE LAKE ALMANOR PENINSULA	\$	87,250.00
29 104-352-002-000	CATHERINE M. BURLINGAME 3611 WOODLAKE DRIVE HAMILTON BRANCH	\$	12,810.00

106-Z90-010-000	JEFFREY & ELIZABETH BUMB, H/W 6309 HIGHWAY 147 EAST SHORE LAKE ALMANOR	\$	80,030.00
31 110-062-030-000	KASSANDRA CONLEY	\$	3,630.00
32 111-086-015-000	MARK NUNN 15745 MAIN STREET CRESCENT MILLS	\$	2,710.00
33 112-320-003-000	SAUNDRA NEVIS, TRUSTEE 181 BUCKS MEADOW DRIVE BUCKS LAKE	\$	5,065.00
34 112-320-007-000	RIDGE BAR CORPORATION 346 BUCKS MEADOW DRIVE BUCKS LAKE	\$	5,015.00
35 112-320-008-000	SOUTHWESTERN BARRON INC. 259 BUCKS MEADOW DRIVE BUCKS LAKE	\$	5,015.00
36 112-320-009-000	SOUTHWESTERN BARRON INC 331 BUCKS MEADOW DRIVE BUCKS LAKE	\$	5,015.00
37 112-320-010-000	SAUNDRA NEVIS, TRUSTEE 397 BUCKS MEADOW DRIVE BUCKS LAKE	\$	5,015.00
38 112-320-011-000	SOUTHWESTERN BARRON INC 437 BUCKS MEADOW DRIVE BUCKS LAKE	\$	5,015.00
39 112-320-012-000	SOUTHWESTERN BARRON INC 483 BUCKS MEADOW DRIVE BUCKS LAKE	\$	5,310.00
40 112-320-013-000	SAUNDRA NEVIS, TRUSTEE 545 BUCKS MEADOW DRIVE	\$	5,015.00
41 112-320-014-000	RIDGE BAR CORPORATION 428 BUCKS MEADOW DRIVE BUCKS LAKE	\$	5,015.00
42 112-320-015-000	AZORES DEVELOPMENT INC. 720 BUCKS MEADOW DRIVE BUCKS LAKE	\$	5,015.00
43 112-320-016-000	RIDGE BAR CORPORATION 597 BUCKS MEADOW DRIVE BUCKS LAKE	\$	5,015.00
44 112-320-018-000	RIDGE BAR CORPORATION 761 BUCKS MEADOW DRIVE BUCKS LAKE	\$	5,015.00
45 112-320-019-000	AZORES DEVELOPMENT INC 809 BUCKS MEADOW DRIVE BUCKS LAKE	\$	5,015.00

112-320-020-000	AZORES DEVELOPMENT INC 863 BUCKS MEADOW DRIVE BUCKS LAKE	\$	4,975.00
47 112-320-021-000	AZORES DEVELOPMENT INC 897 BUCKS MEADOW DRIVE BUCKS LAKE	\$	4,975.00
48 112-320-023-000	SAUNDRA NEVIS, TRUSTEE 977 BUCKS MEADOW DRIVE BUCKS LAKE	\$	4,975.00
49 113-250-002-000	DORIS AYALA 8419 BUCKS LAKE ROAD MEADOW VALLEY	\$	5,445.00
50 116-100-076-000	ANTONIA DAVISON, TRUSTEE 726 VRONA AVENUE EAST QUINCY	\$	2,420.00
51 116-300-041-000	JARED A. PEW, ET AL 556 EAST MAIN STREET EAST QUINCY	\$	4,065.00
52 123-330-012-000	EDWARD V. & BARBARA YELLAND 119 EUREKA SPRINGS ROAD MOHAWK	\$	12,645.00
53 125-051-056-000	DARRIN L. LYONS 1225 SIERRA PLUM CIRCLE PORTOLA	\$	3,030.00
54 125-124-001-000	JOE & JULIE VERGARA, H/W 220 COUGAR WAY PORTOLA	\$	3,425.00
55 125-124-002-000	JOE & JULIE VERGARA, H/W 650 THIRD STREET PORTOLA	\$	1,685.00
56 125-126-006-000	JOE & JULIE VERGARA, H/W 181 BEAR WAY PORTOLA	\$	1,490.00
57 125-127-007-000	JOE & JULIE VERGARA, H/W 191 COUGAR WAY PORTOLA	\$	790.00
58 125-127-008-000	JOE & JULIE VERGARA, H/W 725 THIRD STREET PORTOLA	\$	790.00
59 125-128-009-000	JOE & JULIE VERGARA, H/W 184 COUGAR WAY PORTOLA	\$	585.00
60 125-128-010-000	JOE & JULIE VERGARA, H/W 174 COUGAR WAY PORTOLA	\$	585.00
61 125-131-001-000	JOE & JULIE VERGARA, H/W 153 BEAR WAY PORTOLA	\$	795.00

125-131-008-000	JOE & JULIE VERGARA, H/W 139 BEAR WAY PORTOLA	\$	785.00
63 125-132-001-000	JOE & JULIE VERGARA, H/W 153 COUGAR WAY PORTOLA	\$	825.00
64 125-132-006-000	JOE & JULIE VERGARA, H/W 750 SECOND STREET PORTOLA	\$	1,145.00
65 125-133-006-000	JOE & JULIE VERGARA, H/W 170 COUGAR WAY PORTOLA	\$	915.00
66 125-136-001-000	JOE & JULIE VERGARA, H/W 838 GARDNER BLVD PORTOLA	\$	865.00
67 125-138-004-000	JOE & JULIE VERGARA, H/W 755 GARDNER BLVD PORTOLA	\$	3,535.00
68 125-138-005-000	JOE & JULIE VERGARA, H/W 74937 HIGHWAY 70 PORTOLA	\$	6,155.00
69 125-184-006-000	ROBERT M. & DANA M. KEPPEL, H/W	\$	5,425.00
70 125-189-001-000	MICHAEL E. BERNARDI	\$	960.00
71 125-196-005-000	LA JOLLA LOANS, INC	\$	1,805.00
72 125-196-006-000	LA JOLLA LOANS, INC	\$	1,805.00
73 125-196-007-000	LA JOLLA LOANS INC	\$	1,805.00
74 125-196-008-000	LA JOLLA LOANS INC	\$	1,805.00
75 125-196-009-000	LA JOLLA LOANS INC	\$	1,805.00
76 125-196-010-000	LA JOLLA LOANS INC	\$	1,805.00
77 125-203-014-000	LA JOLLA LOANS INC	\$	440.00
78 125-203-015-000	LA JOLLA LOANS INC	\$	440.00
79 125-210-001-000	MICHAEL BERNARDI	\$	1,185.00
80 125-221-001-000	LA JOLLA LOANS INC	\$	2,360.00
81 125-221-003-000	LA JOLLA LOANS INC 423 W. SPRUCE AVENUE PORTOLA	\$	2,675.00
82 125-221-004-000	LA JOLLA LOANS INC	\$	1,805.00
83 125-222-005-000	LA JOLLA LOANS INC	\$	1,805.00
84 125-222-006-000	LA JOLLA LOANS INC 381 W MAGNOLIA AVENUE PORTOLA	\$	1,805.00

125-222-007-000	LA JOLLA LOANS INC 365 W MAGNOLIA AVENUE PORTOLA	\$	1,805.00
86 125-222-008-000	LA JOLLA LOANS INC 349 W. MAGNOLIA AVENUE PORTOLA	\$	1,805.00
87 125-222-009-000	LA JOLLA LOANS INC 333 W. MAGNOLIA AVENUE PORTOLA	\$	1,805.00
88 125-222-010-000	LA JOLLA LOANS INC	\$	1,805.00
89 125-222-011-000	LA JOLLA LOANS INC	\$	1,805.00
90 125-222-012-000	LA JOLLA LOANS INC 380 W. SPRUCE AVENUE PORTOLA	\$	1,585.00
91 125-222-013-000	LA JOLLA LOANS INC 364 W. SPRUCE AVENUE PORTOLA	\$	1,805.00
92 125-222-014-000	LA JOLLA LOANS INC 348 W. SPRUCE AVENUE PORTOLA	\$	1,805.00
93 125-222-015-000	LA JOLLA LOANS INC 332 W. SPRUCE AVENUE PORTOLA	\$	1,805.00
94 125-222-016-000	LA JOLLA LOANS INC	\$	1,805.00
95 125-223-006-000	JOE & JULIE VERGARA, H/W	\$	900.00
96 125-223-007-000	JOE & JULIE VERGARA, H/W	\$	900.00
97 125-223-010-000	LA JOLLA LOANS INC	\$	1,805.00
98 125-223-011-000	LA JOLLA LOANS INC 281 W. MAGNOLIA AVENUE PORTOLA	\$	1,805.00
99 125-223-012-000	LA JOLLA LOANS INC 265 W. MAGNOLIA AVENUE PORTOLA	\$	1,805.00
100 125-226-001-000	JOE & JULIE VERGARA, H/W	\$	1,510.00
101 125-226-003-000	JOE & JULIE VERGARA, H/W	\$	830.00
102 125-226-004-000	JOE & JULIE VERGARA, H/W	\$	830.00
103 125-226-005-000	JOE & JULIE VERGARA, H/W	\$	830.00
104 126-094-011-000	SUSAN L. CHRISTIAN	\$	2,055.00
105 126-125-004-000	FRANK R. & BEVERLY AIELLO, H/W	\$	1,450.00
106 126-133-021-000	JOHN F. HALL 280 UTAH STREET PORTOLA	\$	3,310.00

126-161-006-000	LAURA L. SHIRLEY	\$	1,075.00
108 126-161-007-000	LAURA L SHIRLEY	\$	1,075.00
109 126-281-006-000	LOWELL & ELAINE R. STARK, H/W 624 PONDEROSA CIRCLE PORTOLA	\$	6,380.00
110 130-134-013-000	RICHARD R. & CAROL L. BARKER, H/W 23 PAIUTE TRAIL GRAEAGLE	\$	11,635.00
111 131-080-013-000	PATRICK & CATHRYN MARTINEZ 267 KITTEN CIRCLE CLAIRVILLE	\$	3,820.00
112 131-150-009-000	JOHN E. & CAROL A. TURNER 408 SUNBURST PORTOLA	\$	4,990.00
113 131-280-004-000	JOHN E. & CAROL A. TURNER 250 CLOUDS REST PORTOLA	\$	5,505.00
114 131-320-027-000	SHIRLEY CLINE ET AL 592 BEAR PAW PORTOLA	\$	13,155.00
115 145-150-011-000	MARTIN A MEYER 7192 DIXIE VALLEY ROAD DIXIE VALLEY	\$	13,790.00



Plumas County Office of Emergency Services

1/10

270 County Hospital Road #127
Quincy, California 95971

Phone: (530) 283-6367
Fax: (530) 283-6241

Date: February 20, 2015

To: Honorable Board of Supervisors

From: Jerry Sipe

RE: Consent Agenda Item for March 3, 2015

Recommendation: Approve Continuation of Local Emergency Due to Drought

Background and Discussion: As the Board is aware, Section 8630 of the California Emergency Services Act states that the governing body must review the need for continuing the local emergency every month for the proclamation to remain in effect. For the drought declared on August 19, 2014, this was last done on February 3, 2015.

Until potential future impacts are less likely, it is recommended that the Board approve continuation of the local emergency due to drought.

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

Thank you.



Office of the Sheriff

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

KE

GREGORY J. HAGWOOD
SHERIFF/CORONER

Memorandum

DATE: February 23, 2015

TO: Honorable Board of Supervisors

FROM: Sheriff Greg Hagwood

RE: Agenda Items for the meeting of March 3, 2014

A handwritten signature in black ink, appearing to read "Greg Hagwood".

It is recommended that the Board:

Authorize Auditor to pay invoice to Washoe County Sheriff's Office Crime Lab Billing for forensic services provided on homicide case.

Background and Discussion:

The Plumas County Sheriff's Office uses the Washoe County Sheriff's Office Crime Lab for forensic services required on homicide cases. There is not a contract for services because the need for the forensic services is a rare occurrence.

The Sheriff's Office respectfully requests approval to submit invoice #201500005 received from Washoe County Sheriff's Office Crime Lab Billing for forensic services provided on homicide case #2014011141 and authorize the Auditor to pay the invoice submitted.



**Washoe County Sheriff's Office
Crime Lab Billing
911 Parr Blvd.
Reno, NV 89512-1000
775-328-2837**

Plumas County Sheriff's Office
1400 East Main Street
Quincy CA 95971

INVOICE

Date: 02/18/2015

Invoice Number: 1815001496

Customer Number: 6000000299

Reference: FORENSIC SERVICE

Due In: 30 Days Net

Description	Amount
Forensic Services Case 2014011141	1,587.50
Total Due: 1,587.50	

Please detach and remit with payment.

Name: Plumas County Sheriff's Office

Customer Number: 6000000299 Amount Paid: _____

Document Number(s): 1815001496

**REMIT PAYMENT TO:
Washoe County Sheriff's Office
Crime Lab Billing
911 Parr Blvd.
Reno, NV 89512-1000**

WASHOE COUNTY SHERIFF

Dedicated Service in Partnership with our Community



Michael Haley
Sheriff

INVOICE #: 201500005

Date: 2/13/2015

To: OUT-OF-STATE AGENCIES
Plumas Co. Sheriff's Office

Quantity	Description	Amount
6.35 Hours	Forensic Services	\$1,587.50
	Case Number 2014011141	
	FIS	
	TOTAL DUE:	\$1,587.50

Please make check payable to:
Washoe County Sheriff's Office
(Show Invoice # on all checks)

Mail payment to:
Washoe County Sheriff's Office
Forensic Science Division
911 Parr Blvd
Reno, NV 89506

If you have any questions regarding this invoice, please contact Trish Beckman at
775-328-2837.

Thank you.



Boy Scouts of America
Nevada Area Council, Lassen District
P.O. Box 367
Chester, CA 96060

IF

February 12, 2015

Plumas County Board of Supervisors
520 Main Street
Quincy, CA 95971

ATTN: Kevin Goss

On behalf of the scouts and volunteers in the Lassen District, Boy Scouts of America, Nevada Area Council I would like to take another opportunity to thank the Plumas County Board of Supervisors for their continued support of our local scout units.

You're permission for the Lassen District to use the Taylorsville Park site for our annual Camp-o-ree last year was a major factor in the successful event we all enjoyed. Your waiver of the daily use fees was in no small part a reason for the good number of scouts that attended. The attendees cover all costs of these events. Over fifty Boy Scouts and leaders gathered for two days of camping, comradely and training. All of the scouts that attended completed the Boy Scout "Search & Rescue" merit badge. The positive comments about the site were overwhelming.

The scout leaders have asked me to request permission to use the Taylorsville Park site again this year. We believe the central location and great facility will draw even more of the districts scout units to this training event which is scheduled for April 24-26, 2015. It is always our tradition to coordinate a service project at every site we use.

I thank you for your consideration of our request and we would certainly invite all of you to come and enjoy all or any part of the event.

Sincerely,

Gregg Scott
Lassen District Commissioner
Boy Scouts of America

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



CONSENT AGENDA REQUEST

for the March 3, 2015 meeting of the Plumas County Board of Supervisors

February 17, 2015

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

Subject: Request Adoption of the Plans and Specifications for the Bailey Creek Bridge Replacement. Federal Project BRLO-5909(081), County Road #322A

A handwritten signature in black ink that reads "Robert A. Perreault" followed by a stylized "J".

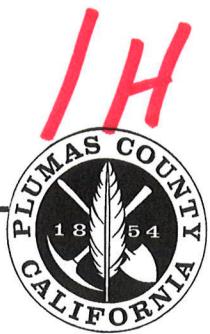
Background:

The request is for the Board to adopt the Plans and Specifications for the Bailey Creek Bridge Replacement per County Code Section 3-1.27 prior to advertisement for bids. The project is 100% funded from the federal Highway Bridge Program.

A copy of the Plans and Specifications is with the County Clerk of the Board and can be viewed during normal operation hours.

Recommendation:

Public Works staff respectfully recommends that the Board of Supervisors approve the plans and specifications for Work Order #342, the Bailey Creek Bridge Replacement and authorize the Department to begin advertisement for bids.



PLUMAS COUNTY PLANNING & BUILDING SERVICES

555 Main Street
Quincy, CA 95971-9366
(530) 283-7011

www.plumascounty.us

DATE: March 3, 2015

TO: Honorable Chair and Members of the Board of Supervisors

FROM: Randy Wilson, Plumas County Planning Director *RW*

RE: Request for approval of a contract with Dr. Gina Johnston for technical assistance on Plumas County's review and comments on the Draft Environmental Impact Report (DEIR) for the 401 Water Quality Certification for FERC 2105 (Upper North Fork Feather River Hydroelectric Project).

Background

On November 26, 2014, the State Water Resources Control Board released a Draft Environmental Impact Report (DEIR) for the 401 Water Quality Certification for FERC 2105 (Upper North Fork Feather River Hydroelectric Project). The comment period is for 120 days and ends on March 26, 2015 a noon (12:00 pm). See attached letter from the State Water Resources Control Board.

Staff Comment

Dr. Gina Johnston has been performing water quality testing in Lake Almanor for several years. Dr. Johnson has both academic and experience qualifications to perform the analysis outlined in the scope of work. See attached Curriculum Vitae, dated, April 2012. The scope of work contained in the proposed contract is as follows:

“Review of DEIR for Upper North Fork Feather River Hydroelectric Project, FERC #2105 and Review of State Water Board Staff Recommendation

‘Scope of Work: to review and critique the DEIR, Water Quality section, identifying what the possible impacts on water quality would be in Lake Almanor and Butt Valley if either Alternative 1 or Alternative 2 were implemented; review of State Water Board Staff Recommendation; and provide a written report of the same, suitable for submission as a comment to the DEIR.

“All work to be completed and submitted by March 20, 2015.”

The contract amount is for \$2,500, which is an amount that the County Chair/Purchasing Agent can approve without the contract being considered by the entire Board of Supervisors. However, Dr. Johnson does not have professional liability insurance and as such the entire Board of Supervisor must approve the contract without the liability insurance clause in the contract.

Staff believes that Dr. Johnston's professional qualifications and experience with water quality testing insures a quality product by Dr. Johnston, which will be used to address technical issues regarding water quality contained within the DEIR.

Staff understands the cost of this contract may be taken out of the professional services budget.

ACTIONS FOR CONSIDERATION

Staff recommends the Board of the Supervisors take the following action.

- I. Approved the attached contract between Plumas County and Dr. Karolyn "Gina" Johnston for technical assistance on Plumas County's review and comments on the Draft Environmental Impact Report (DEIR) for the 401 Water Quality Certification for FERC 2105 (Upper North Fork Feather River Hydroelectric Project).

Attachments:

- State Water Resources Control Board Letter, dated November 26, 2014
- Curriculum Vitae, Dr. Karolyn R. "Gina" Johnston, dated April 2102
- Proposed Contract with D. Karolyn "Gina" Johnston



EDMUND G. BROWN JR.
GOVERNOR



MATTHEW RODRIGUEZ
SECRETARY FOR
ENVIRONMENTAL PROTECTION

State Water Resources Control Board

To: Interested Parties Mailing List

NOTICE OF AVAILABILITY FOR PUBLIC COMMENT OF A DRAFT ENVIRONMENTAL IMPACT REPORT FOR THE WATER QUALITY CERTIFICATION OF PACIFIC GAS AND ELECTRIC COMPANY'S UPPER NORTH FORK FEATHER RIVER HYDROELECTRIC PROJECT FEDERAL ENERGY REGULATORY COMMISSION PROJECT NO. 2105

Pursuant to section 401 of the Clean Water Act (33 U.S.C. § 1341), applicants for a federal license or permit for activities which may result in any discharge to waters of the United States must obtain water quality certification (certification) from the state or Indian Tribe with jurisdiction. Such certification must be based on a finding that the activity will meet water quality standards and other applicable requirements. In California, the State Water Resources Control Board (State Water Board) is responsible for taking action on applications for water quality certification for proposed activities that require a Federal Energy Regulatory Commission (FERC) license or amendment to a FERC license.

Pacific Gas and Electric Company (PG&E) is requesting a Clean Water Act section 401 certification for the FERC relicensing of the Upper North Fork Feather River Hydroelectric Project (UNFFR Project) from the State Water Board. The State Water Board must comply with the California Environmental Quality Act (CEQA; Pub. Resources Code, § 21000 et seq.) when issuing a 401 certification.

The State Water Board, as lead agency for CEQA compliance, has directed the preparation of an environmental impact report (EIR) for the UNFFR Project, in compliance with State CEQA Guidelines.

The following information is provided in satisfaction of the formal written notice requirements for the public review of a draft EIR (CEQA Guidelines, § 15087).

Applicant: Pacific Gas and Electric Company

Project Name: Upper North Fork Feather River Hydroelectric Project

Date of Certification

Application: March 28, 2014

Affected County: Plumas

Existing Hydroelectric Project Description:

The UNFFR Project is located in the upper reaches of the North Fork Feather River watershed, upstream of Lake Oroville, in Plumas County, California. The UNFFR Project was originally licensed by FERC in 1955 (FERC Project No. 2105). The UNFFR Project includes: three reservoirs with dams

FELICIA MARCUS, CHAIR | THOMAS HOWARD, EXECUTIVE DIRECTOR

1001 I Street, Sacramento, CA 95814 | Mailing Address: P.O. Box 100, Sacramento, CA 95812-0100 | www.waterboards.ca.gov

(Lake Almanor, Butt Valley reservoir and Belden forebay); five powerhouses; tunnels and penstocks connecting the reservoirs to the powerhouses; transmission facilities; access facilities; and associated operation/maintenance. The five powerhouses include eight hydroelectric generating units with a total nameplate capacity of 362.3 megawatts (MW).

Lake Almanor is the furthest upstream reservoir on the North Fork Feather River within the UNFFR Project boundary and has the largest usable storage capacity (1,134,016 acre-feet). Lake Almanor is impounded by Canyon dam, an earth-filled structure that is 135 feet high by 1,400 feet wide at its base and 1,250 feet long across its crest. Canyon dam has an outlet tower with multiple outlets that deliver water to a tunnel capable of releasing up to 2,100 cubic feet per second (cfs) to the North Fork Feather River (Seneca reach). Water is also diverted from Lake Almanor through the Prattville intake, which conveys flow to the Butt Valley powerhouse.

Butt Valley reservoir is south of Lake Almanor on Butt Creek, a tributary to the North Fork Feather River. In addition to inflow from Butt Creek, Butt Valley reservoir receives flow from Lake Almanor through the Butt Valley powerhouse or, in some circumstances, via the bypass valve at the downstream portal of the Prattville tunnel, upstream of Butt Valley powerhouse. Butt Valley reservoir is impounded by Butt Valley dam, an earth-filled structure that is 74 feet high by 850 feet wide at its base and 1,350 feet long across its crest. Butt Valley reservoir has a usable storage capacity of 49,897 acre-feet. Water is diverted from Butt Valley reservoir via the Caribou No. 1 and No. 2 intakes.

Belden forebay is located on the North Fork Feather River downstream of Lake Almanor and below Butt Valley reservoir. In addition to flow from the Seneca reach of the North Fork Feather River, Belden forebay receives flow from the Caribou No. 1 and No. 2 powerhouses. Belden forebay is impounded by Belden forebay dam, a rock-filled structure that is 152 feet high by 630 feet wide at its base and 500 feet long across its crest. Belden forebay has a usable storage capacity of 2,421 acre-feet. Water is released from Belden forebay into the North Fork Feather River via the Oak Flat powerhouse or is diverted to the Belden powerhouse via the Belden tunnel and penstock.

In addition to power generation, the UNFFR Project provides a range of recreational facilities, including campgrounds, marinas, and day-use areas. Lake Almanor and Butt Valley reservoir provide a variety of recreational opportunities, including contact and non-contact water-based recreation. Lake Almanor is also considered to be a trophy trout fishery and the lake is a major driver of tourism in the summer months.

Regulatory Background:

When the State Water Board considers issuing a certification for a project, it evaluates whether the project will comply with the applicable water quality control plan (basin plan) and whether the beneficial uses of the applicable water bodies will be protected. The Regional Water Quality Control Boards (Regional Water Boards) prepare basin plans that designate the beneficial uses of waters to be protected and establish the water quality objectives necessary to protect those uses, as required under Section 303 of the Clean Water Act (33 U.S.C. § 1313) and sections 13240 and 13241 of the California Water Code. When establishing water quality objectives, the Regional Water Boards consider: the past, present, and future beneficial uses of the water bodies; their environmental characteristics; economics; and water quality conditions that could be reasonably achieved through the coordinated control of the factors affecting water quality.

In 2006, the United States Environmental Protection Agency (USEPA) listed the North Fork Feather River upstream of Lake Oroville as a water quality limited segment under Section 303(d) of the Clean Water Act. The listing was based on the State Water Board's determination that elevated water temperatures are impairing the cold freshwater habitat beneficial use of the North Fork Feather River.

The State Water Board cited hydromodification and flow regulation as potential sources of the impairment (State Water Board Resolution No. 2006-0079).

With respect to temperature, the State Water Board's determination of whether, and under what conditions, to issue a certification for the future operation of the UNFFR Project will entail consideration of the extent to which UNFFR Project operations increase temperatures in the North Fork Feather River, whether UNNFR Project operations are consistent with the water quality objectives for temperature set forth in the Water Quality Control Plan for the Sacramento and San Joaquin River Basins (Basin Plan) (Central Valley Regional Water Quality Control Board 2011), and the extent to which PG&E can feasibly reduce temperatures in the Upper North Fork Feather River by implementing reasonable temperature control measures. The State Water Board must also ensure that UNFFR Project operations, including any water quality measures designed to benefit the Upper North Fork Feather River, will not unreasonably affect the water quality and beneficial uses of Lake Almanor.

Overview of Draft EIR and Proposed Project:

The draft EIR evaluates the Proposed UNFFR Project as well as two alternatives. For purposes of the CEQA analysis, the Proposed UNFFR Project consists of operation of the UNFFR Project under a new FERC license in accordance with PG&E's application to FERC, a partial settlement agreement¹ between PG&E and numerous stakeholders, conditions proposed by the National Marine Fisheries Service pursuant to section 18 of the Federal Power Act, conditions proposed by the United States Forest Service pursuant to section 4(e) of the Federal Power Act, and FERC's Staff Alternative as outlined in Chapter 3 of the draft EIR. Alternatives 1 and 2 are described in detail in Chapter 4 of the draft EIR. Generally, both Alternatives 1 and 2 involve: construction of thermal curtains at the Prattville and Caribou intakes; and the activities outlined in the Proposed UNFFR Project with alternative minimum flow releases from Canyon Dam to the Seneca and Belden reaches of the North Fork Feather River. Alternative 1 also includes increased releases from the low level outlet at Canyon dam from June 15 to September 15.

The draft EIR identifies potentially significant impacts for the following resources:

- Aesthetics
- Air Quality
- Cultural Resources
- Fisheries
- Geology, Geomorphology, and Soils
- Hazards and Hazardous Materials
- Land Use and Mineral Resources
- Noise
- Recreation
- Transportation and Traffic
- Vegetation, Wildlife, and Sensitive Biological Resources
- Water Quality

All potentially significant impacts can be reduced to a less than significant level with implementation of mitigation measures, except for the Aesthetics resource area, which is identified as significant and unavoidable.

¹ Project 2105 Relicensing Settlement Agreement. Available online at: http://www.waterboards.ca.gov/waterrights/water_issues/programs/water_quality_cert/docs/unffr_ferc2105/unffr_relicensing_settlement.pdf (Last visited April 16, 2014).

State Water Board Staff Recommendation:

In accordance with the Clean Water Act, the State Water Board staff recommendation is designed to ensure the UNFFR Project will protect water quality and beneficial uses through the term of the new FERC license and any amendments thereto. State Water Board staff developed a preliminary recommendation comprised of the following:

- implementation of the Proposed UNFFR Project with the alternative minimum flows, as outlined in Chapter 4 of the draft EIR;
- increased releases of up to 250 cfs for purposes of temperature control from the low level outlet at Canyon dam from June 15 to September 15;
- monitoring of the Upper North Fork Feather River and Lake Almanor to evaluate temperatures and fisheries effects resulting from implementation of the Proposed UNFFR Project with increased Canyon dam flows; and
- adaptive management and a reservation of authority, whereby the State Water Board could require installation of thermal curtains at Lake Almanor and Butt Valley reservoir based on monitoring results, if appropriate.

In developing a recommendation, State Water Board staff considered the draft EIR and all supporting information. This includes, but is not limited to: FERC's Final *Environmental Impact Statement for the Upper North Fork Feather River Project*; PG&E's application for certification; studies; reports; meeting notes; and stakeholder comments. Throughout the FERC relicensing process, State Water Board staff heard concerns from stakeholders related to potential impacts associated with use of thermal curtains. State Water Board staff believes that adaptive management coupled with the ongoing relicensing efforts of the Poe Hydroelectric Project (FERC Project No. 2107) and the Bucks Creek Hydroelectric Project (FERC Project No. 619) will provide opportunities to further evaluate temperature in the North Fork Feather River.

Public Review Period:

The State Water Board is aware that there is a lot of interest in the UNFFR Project and encourages interested parties to provide comments on the draft EIR and State Water Board staff's preliminary recommendation. On August 13, 2013, Plumas County submitted a letter requesting a 120-day review period for the draft EIR. In response, the State Water Board will consider all comments submitted **by noon (12:00 pm) on Thursday, March 26, 2015**. Comments should be submitted to Mr. Peter Barnes as follows:

Peter Barnes, Engineering Geologist
State Water Board Resources Control Board
Division of Water Rights
Water Quality Certification Program
P.O. Box 2000
Sacramento, CA 95812-2000

or

Email: Peter.Barnes@waterboards.ca.gov

The draft EIR may be obtained, or reviewed during normal business hours, by contacting Mr. Peter Barnes at (916) 445-9989 or Peter.Barnes@waterboards.ca.gov, or by visiting the State Water Board website at: http://www.waterboards.ca.gov/waterrights/water_issues/programs/water_quality_cert/unffr_ferc2105.shtml

The draft EIR will be available for review no later than December 5, 2014, at the following locations:

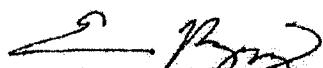
State Water Resources Control Board 1001 I Street, 2 nd Floor, Room 2-114 Sacramento, CA 95814 (916) 341-5300	Plumas County Library—Chester 210 First Street Chester, CA 96020 (530) 258-2742	Central Valley Regional Water Quality Control Board, Redding 364 Knollcrest Drive, Suite 2015 Redding, CA 96002 (530) 224-4845
Plumas County Library—Greenville 204 Ann Street Greenville, CA 95947 (530) 284-7416	Plumas County Library—Quincy 445 Jackson Quincy, CA 95971 (530) 283-6310	
Butte County Library—Chico 1108 Sherman Avenue Chico, CA 95926 (530) 891-2762	Central Valley Regional Water Quality Control Board, Sacramento 11020 Sun Center Drive, Suite 200 Rancho Cordova, CA 95670-6114 (916) 464-3291	

KEEP INFORMED OF PROJECT MILESTONES

To receive emails related to the UNFFR Project and other projects pursuing certifications managed by the Division of Water Rights, interested persons should enroll in the "Water Rights Water Quality Certification" e-mail notification service. Click the SUBSCRIBE button at the bottom of the Division of Water Rights' Water Quality Certification Program webpage at: http://www.waterboards.ca.gov/waterrights/water_issues/programs/water_quality_cert/

By enrolling in this email list, you will receive notices for all current projects in the Division of Water Rights' Water Quality Certification Program, including the UNFFR Project. You will need a valid email address to use this service. If you do not have internet access or do not wish to participate in the email subscription list, you may contact Mr. Peter Barnes, Project Manager, at (916) 445-9989 and request to receive notices by mail. You can enroll or un-enroll from the email subscription service at any time.

Sincerely,



Erin Ragazzi, Manager
Water Quality Certification Program
Division of Water Rights

Date

NOV 26 2014

two northern California water supply reservoirs. Verh. Internat. Verein. Limnol. 22: 1456. (abstract only).

6. 1984. K.R. (Gina) Rothe. Variation in trophic state indicators in two northern California reservoirs. Calif. Fish and Game 70(2): 68-77.
7. August, 1983 - presented a paper "An Investigation of Turbidity in Two Northern California Water Supply Reservoirs" at Societas Internationalis Limnologiae, Lyon, France.
8. December, 1984 - presented "Turbidity Investigations and Watershed Management" at Environmental Protection Agency, Corvallis, OR.
9. November, 1996 - presented paper at North American Lake Management Society Symposium in Minneapolis: Effect of Varying Precipitation on Trophic State Indicators in a Northern California Water Supply Reservoir.
10. November, 1998 – presented a paper at North American Lake Management Society Symposium in Banff, Canada: Changes in Phytoplankton, Zooplankton, and Nutrients In a Water Supply Reservoir as a Result of Drawdown.
11. November, 2008 – presented a paper at the North American Lake Management Society Symposium in Lake Louise, Canada: Long-term Effects of Varying Precipitation on Trophic State Indicators in a Northern California Water Supply Reservoir". Co-author: John McMurtry.

Recent Awards and Contracts:

1. November, 1989 - awarded \$4,945 CSU Research Award for project, "Investigation of the Bioaccumulation of Lead from Ammunition in Horseshoe Lake".
2. August, 1990 - \$17,691 from National Science Foundation for purchase of gas chromatograph. Matching funds provided by CSU, Chico.
3. March, 1991 - awarded \$4,911 from College of Natural Sciences to buy flame ionization detector, supplies and chemicals for preliminary studies with gas chromatograph.
4. May, 1991 - awarded \$3,500 Summer Fellowship for research on pesticides in ground water of Butte and Glenn counties.
5. August, 1992 - awarded \$4799 from Auxiliary Revenue Distribution Funds to support graduate student/faculty environmental research.
6. May, 1994 - awarded \$9652 from Auxiliary Revenue Distribution Funds to purchase environmental science equipment
7. June, 1996 - awarded \$46,633 from NSF to purchase equipment for Environmental Lab. \$54,000 matching funds provided by CSU, Chico.
8. December, 1997 - awarded \$5959 contract from Nature Conservancy to conduct water quality monitoring at Vina Plains Preserve (with Dave Brown).
9. May, 1998 - awarded \$7708 contract from Paradise Irrigation District to conduct water quality monitoring at Paradise and Magalia Reservoirs.
10. April – May 2000: awarded a contract (\$1275) from Shasta Vineyards Homeowners Association in Redding, CA to perform a water quality evaluation of their lakes. A report was submitted in May 2000.
11. May - August 2000: awarded a contract from Paradise Irrigation District (\$7708), for limnological investigation of their water supply reservoirs.
12. April-June 2002: awarded contract from Paradise Irrigation District (\$7735), for limnological investigation of their water supply reservoirs.
13. April 2005: awarded contract from Paradise Irrigation District (\$10,532) for limnological

investigation of water supply reservoirs.

- 14. March 2008: awarded contract from Paradise Irrigation District (\$14,498) for limnological investigation of water supply reservoirs. Co-PI: John McMurtry.
- 15. March 2009: awarded contract from Almanor Basin Watershed Advisory Committee (\$16,126) for limnological investigation of water quality in Lake Almanor. Co-PI: John McMurtry
- 15. March 2010: awarded contract from Almanor Basin Watershed Advisory Committee (\$13,000) for limnological investigation of water quality in Lake Almanor. Co-PI: John McMurtry
- 16. March 2011: awarded contract from Almanor Basin Watershed Advisory Committee (\$11,500) for limnological investigation of water quality in Lake Almanor. Co-PI: John McMurtry
- 17. April 2012: awarded contract from Almanor Basin Watershed Advisory Committee (\$13,316) for limnological investigation of water quality in Lake Almanor. Co-PI: John McMurtry

Other Professional Activities

- 1. Consultant to Paradise Irrigation District, 1974-2008.
- 2. Consultant to community group, P.O.W. (Protect Our Watershed), 1991-1997
- 3. Judge, Butte County - Chico Science Fair (every year since 1974)
- 4. May, 1997 - attended NSF Chautauqua Workshop on Interdisciplinary Science Education.
- 5. December, 1997-attended two workshops: Advanced Algal Identification and Rapid Bioassessment Protocols
- 6. March 1999 –attended a 3-day workshop in Milwaukee, WI, sponsored by Lachat Instruments. I became familiar with the operation of the Lachat ion analyzer and have assisted several students in water analysis projects
- 7. April – May, 1999 - served as a peer reviewer for the California Regional Water Quality Control Board-Lahonton Region Draft Basin Plan for Indian Creek Reservoir.
- 8. Member, Certification Board of North American Lake Management Society, 1989-2010.
- 9. Certified Lake Manager award from North American Lake Management Society: Fall, 1993 and renewed in 2001. This required review of professional record.
- 10. Chapter reviews for Environmental Science texts: at least one per year, 1996-2006
- 11. Consultant to Almanor Basin Watershed Advisory Committee since 2009
- 12. Member, American Society of Limnology and Oceanography,
North American Lake Management Society

Services Agreement

This Agreement is made by and between the PLUMAS COUNTY, a political subdivision of the State of California (hereinafter referred to as "County"), and Dr. Karolyn "Gina" Johnston, a sole proprietorship (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, 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 Two Thousand Five Hundred Dollars (\$2,500).
3. Term. The term of this agreement shall be one year from March 3, 2015 through June 30, 2016, unless terminated earlier as provided herein.
4. Termination. Either party may terminate this agreement by giving thirty (30) days written notice to the other party.
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.
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

_____ COUNTY INITIALS

- 1 -

CONTRACTOR INITIALS _____

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. **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.
9. **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.
10. **Assignment.** Contractor may not assign, subcontract, sublet, or transfer its interest in this Agreement without the prior written consent of the County.
11. **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.
12. **Choice of Law.** The laws of the State of California shall govern this agreement.
13. **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.
14. **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.
15. **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.
16. **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.
17. **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.

18. 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.
19. Insurance. Contractor agrees to maintain the following insurance coverage throughout the term of this Agreement:
 - a. Automobile liability coverage (including non-owned automobiles), with minimum bodily injury limit of the greater of (i) the limit available on the policy, or (ii) two-hundred fifty thousands dollars (\$250,000) per person and five hundred thousand dollars (\$500,000) per accident, as well as a minimum property damage limit of the greater of (i) the limit available on the policy, or (ii) fifty thousand dollars (\$50,000) per accident.
 - b. Workers Compensation insurance in accordance with California state law.
20. 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.
21. 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:

Planning Department
County of Plumas
555 Main Street
Quincy, CA 95971
Attention: Randy Wilson

Contractor:

Dr. Karolyn "Gina" Johnston
2055 Amanda Way, #47

Chico, CA 95928
Attention: Dr. Karolyn "Gina" Johnston
Email: GJohnston@csuchico.edu

22. 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.
23. 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.
24. Retention of Records. Pursuant to California Government Code section 8546.7, the performance of any work under this Agreement is subject to the examination and audit of the State Auditor at the request of the County or as part of any audit of the County for a period of three years after final payment under the Agreement. Each party hereto shall retain all records relating to the performance and administration of this Agreement for three years after final payment hereunder, and Contractor agrees to provide such records either to the County or to the State Auditor upon the request of either the State Auditor or the County.

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

CONTRACTOR:

Dr. Karolyn "Gina" Johnston

By: _____
Name: Karolyn "Gina" Johnston, Ph.D.
Title: Sole Proprietor
Date signed:

COUNTY:

Plumas County, a political subdivision

By: _____
Name: Kevin Goss
Title: Chair/Purchasing Agent
Date signed:

APPROVED AS TO FORM:

R. Craig Settlemire
Plumas County Counsel

_____ COUNTY INITIALS _____

CONTRACTOR INITIALS _____

EXHIBIT A

SCOPE OF WORK

Review of DEIR for Upper North Fork Feather River Hydroelectric Project, FERC #2105 and Review of State Water Board Staff Recommendation

Scope of Work: to review and critique the DEIR, Water Quality section, identifying what the possible impacts on water quality would be in Lake Almanor and Butt Valley if either Alternative 1 or Alternative 2 were implemented; review of State Water Board Staff Recommendation; and provide a written report of the same, suitable for submission as a comment to the DEIR.

All work to be completed and submitted by March 20, 2015.

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EXHIBIT B

Budget

Hourly Labor costs for Gina Johnston	\$150.00
Mileage	\$00.60/mile
Per Diem	\$150/day
Photocopies	\$00.15/page

Total Costs Not to Exceed: \$2,500

Compensation for services for the Contractor shall be at a rates as specified above and not to exceed \$2,500 in total compensation. Invoices shall be submitted to the Planning Director. The invoices shall contain details on the work performed, hours spent, and other Direct Costs in accordance with the above fee schedule. Invoices will be paid within 30 days of submittal to the Planning Director.

**PLUMAS COUNTY
DEPARTMENT OF PUBLIC WORKS
SOLID WASTE DIVISION**

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

AGENDA REQUEST

For the March 3, 2015 Meeting of the Board of Supervisors

Date: February 23, 2015

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works 

Subject: Status Report of Green Waste Disposal Matters as part of the Plumas County Solid Waste Program, and, Designation of 2 Supervisors to Participate in the Public Works' Advisory Committee on Green Waste Matters; Discussion, possible action and/or direction to staff.

BACKGROUND:

Note: this Agenda Request does not include the financial matter that was agendized (Item 2-A-2) for the February 3, 2015 Board of Supervisors meeting, but later postponed for future consideration at the request of Public Works staff.

Although a Green Waste Disposal facility is now operational in Quincy, there remains a need to further discuss part of the Plumas County Solid Waste Program by considering possible options pertaining to:

- Immediate need for green waste disposal in the Chester area, and
- Long term countywide aspects of green waste disposal

On February 4, 2014, the Board of Supervisors unanimously voted to approve Public Works issuance of a formal “Request for Proposal” (RFP) pertaining to green waste disposal matters.

In conjunction with the RFP, and at the request of Public Works staff, the Board of Supervisors voted on February 4, 2014 to designate Supervisor Simpson and Supervisor Kennedy to participate in the review and assessment of the RFP submittals.

Agenda Request for the March 3, 2015 BOS Meeting
Status Report of Green Waste Disposal Matters and
Designation of 2 Supervisors to Participate in the Advisory Committee
February 23, 2015
Page 2

Proposals received by the County in response to the RFP were very diverse and most addressed long term options. Accordingly, the Department's Green Waste Disposal advisory committee suspended its work on long range solutions in order to enable the Department to focus on the establishment of a green waste disposal facility in Quincy, which is now being operated by Public Works staff.

It is now time to return to the consideration of the various long term proposals that have been received by the County. The original deadline associated with the RFP did not prohibit additional options from being proposed for consideration by the County.

Recently, there have been additional inquiries received by County officials pertaining to long term decisions associated with the Plumas County Green Waste Disposal Program.

Furthermore, there is an urgency to address the immediate need of the Chester area for a designated green waste disposal facility.

It is also noted that the Board of Directors of the Northern Sierra Air Quality Management District, at their meeting on January 26, 2015, has authorized the District's Air Pollution Control Officer to seek approval from the Plumas County Board of Supervisors to proceed forward with District efforts to prepare an updated Executive Order that would pertain to open burning of green waste at designated disposal sites under controlled, permitted conditions.

RECOMMENDATION:

The Director of Public Works respectfully recommends that the Plumas County Board of Supervisors vote to:

1. Receive this status report from Public Works staff, and
2. To re-affirm its participation on the Public Works advisory committee with the identification of two (2) Supervisors to participate with the advisory committee..

DISTRICT HEADQUARTERS

200 Litton Drive, Suite 320
Mailing Address: P.O. Box 2509
Grass Valley, CA 95945
(530) 274-9360 / FAX: (530) 274-7546
email: office@myairdistrict.com or www.myairdistrict.com

NORTHERN FIELD OFFICE

257 E. Sierra, Unit E
Mailing Address: P.O. Box 2227
Portola, CA 96122
(530) 832-0102 / FAX: (530) 832-0101
email: Julie@myairdistrict.com or www.myairdistrict.com

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TO: Plumas County Board of Supervisors
DATE: February 13, 2015
FROM: Gretchen Bennett, Executive Director
RE: Request from the Air District to Pursue an Executive Order from the State of California Air Resources Board to Open Burn Non-Industrial Waste at Designated Sites in Plumas County

During the January 26, 2015 Northern Sierra Air Quality District Board meeting, the Board directed staff to pursue submitting an application to the Air Resources Board to renew an executive order for the City of Portola Landfill. In addition, the Air District would like to issue an executive order for the Graeagle disposal site and work with Plumas County to identify any additional sites. The executive order will allow the open burning of residential green waste under controlled, permitted conditions. This, in turn will allow greater oversight on this valuable community service.

Background

A pressing issue in Plumas County is how to reduce smoke emissions from the residential open burning of greenwaste or biomass. Air quality monitors in Portola and Quincy have demonstrated exceedances of the federal ambient air quality standard for PM2.5, or smoke. Most recently, the Environmental Protection Agency has designated the Greater Portola Area as federal nonattainment for PM2.5. Additionally, monitored readings of PM2.5 in Quincy have also been elevated.

Some residents in Plumas County have the option to burn yard waste in backyard piles which can cause localized smoke impacts and create fire hazard. Historically, cogeneration biomass facilities in Loyalton, Quincy and Chester have received and processed residential green waste in controlled boilers and generated electricity as a by-product. Within the past few years, the facility in Loyalton has shut down, and the facilities in Quincy and Chester have stopped accepting and processing this residential yard waste. This has resulted in a pressing need to provide feasible biomass disposal sites that can process residential yard waste.

California Health and Safety Code, Section 41802 requires, among other items, that wood waste can only be burned on the property where it was grown. However, the California Health and Safety Code, section 41804.5 states that a District board may authorize the use of open outdoor fires by a city or county to dispose of non-industrial wood waste at disposal sites on permissive burn days. This section also states that the State Air Resources Board must approve the use of burning at such a site. This is accomplished by the issuing of an Executive Order by the Air Resources Board.

With the federal designation of PM2.5 nonattainment of the Portola area due primarily to smoke emissions, and elevated PM2.5 levels in Quincy, the Air District seeks to make available for residents the ability to divert the green waste from backyard burn piles to a permitted and controlled location, following all requirements of the California Health and Safety Code.

Requirements to Issue Executive Order

The following information must be submitted in writing to the Air Resources Board in order for it to consider the approval the use of non-industrial wood waste burning and in order to ensure that the burning will be done in accordance with California Health and Safety Code Section 41804.5 and applicable provisions of State law:

1. A copy of the regulation (or proposed regulation) authorizing open burning at designated sites in accordance with Section 41804.5 of the California Health and Safety Code. (plan adoption – April 20 by NSAQMD)
2. A copy of the resolution by the county board of supervisors declaring their intention to allow burning at designated sites. (March or April)
3. The estimated tonnage and type of material to be burned at each site (broken down by month for a one-year period).
4. Location and elevation of the sites to be used for such burning.
5. Estimated emissions (1 hour, 24 hour, and annual max-burn estimates expressed as above ambient), together with available air quality ambient data and trends which show that the proposed burn sites will not prevent the achievement and maintenance of ambient air quality standards.
6. A copy of a written statement by the owner of the land on which the disposal site which is located approving the burning on such land.
7. Written approval of the fire protection agency having authority over the proposed burning site.
8. A statement explaining why burning at the disposal site will not create a nuisance. (Proximity to nearest population centers, prevailing wind patterns, etc.).
9. A statement indicating who is responsible to verify that only nonindustrial wood waste is burned, including how often inspections will be made at each site.

Estimated Timelines

1. Present Recommendation to the Plumas County Board of Supervisors, Receive Direction
March 3, 2015

2. Work with Plumas County Staff to determine appropriate sites for the Executive Order
March 24, 2015

3. Acquire written statements from the owner of the land on which the site is located approving the burning on the land.

April 6, 2015

4. Acquire written approval from fire protection agencies having approval over the site that the open burning will not promote a fire hazard.

April 6, 2015

5. Determine estimated tonnage and type of material to be burned at each site, determine the location and elevation of each site, determine estimated emissions together with available air quality ambient data and trends.

May 4, 2015

6. Request the approval of a resolution from the Plumas County Board Of Supervisors declaring their intention of open burning non industrial wood waste at designated sites.

April or May 2015

7. Submit packet to Air Resources Board to consider the approval of the use of non-industrial wood waste burning and in order to ensure that the burning will be done in accordance with California Health and Safety Code Section 41804.5 and applicable provisions of State Law

May 2015

State of California
AIR RESOURCES BOARD

Executive Order G-95-095

Relating to the Open Burning of Nonindustrial Wood Waste
at Designated Sites

WHEREAS, Section 41800 of the Health and Safety Code prohibits the use of open outdoor fires for the purpose of disposal or burning of petroleum wastes, demolition debris, tires, tar, trees, wood waste, or other combustible or flammable solid or liquid waste, or for metal salvage or burning of motor vehicle bodies;

WHEREAS, Section 41804.5 of the Health and Safety Code allows the Air Resources Board to authorize, subject to the limitations in Section 41803, the use of open outdoor fires by a city or county at a designated site to dispose of nonindustrial wood waste at disposal sites located above 1,500 feet elevation mean sea level anywhere in the State, or any elevation in the area designated as the North Coast Air Basin by the State Board pursuant to Section 39606, provided that the burning shall occur only on permissive agricultural burn days;

WHEREAS, Section 41803 states that no authorization, however, under Section 41804.5 shall be granted after such date as the Air Resources Board may determine, based upon a finding, that an alternative method of disposal has been developed which is technologically and economically feasible;

WHEREAS, the Northern Sierra Air Quality Management District has submitted an application to the Air Resources Board for approval to burn nonindustrial wood waste at a designated site;

WHEREAS, the staff of the Air Resources Board has reviewed the application and found that the District has supplied all information required by the State Board and that the submitted proposal is in compliance with State law;

WHEREAS, such fires will not prevent the attainment or maintenance of ambient air quality standards if confined to the period when such standards are not expected to be exceeded; and

WHEREAS, the ambient air quality standards are not expected to be exceeded under the conditions set forth in this Order.

NOW, THEREFORE, BE IT ORDERED that Executive Order G-635 is superseded by this order.

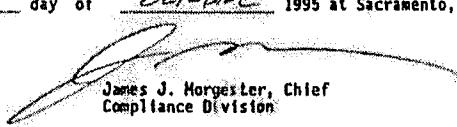
IT IS FURTHER ORDERED, that, subject to the following conditions, the Executive Officer hereby approves the Northern Sierra Air Quality Management District's application to burn nonindustrial wood waste at the following designated site: Chester Landfill.

1. Burning is to be done only on permissive burn days.

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2. A maximum of 2 burns will be allowed each fiscal year, and they shall be between November 1 and April 15.
3. The burning shall not create a nuisance.
4. Permits to burn must be obtained from the local fire protection agency and from the Northern Sierra Air Quality Management District.
5. Prior to and during each burn, inspections shall be made by the Northern Sierra Air Quality Management District at the site to assure that only nonindustrial wood waste is burned, the pile is relatively free of soil, and the material is stacked in such a way so as to enhance burning and promote a hot fire.
6. This Executive Order shall terminate upon a determination by the Air Resources Board that an alternative method of disposal has been developed which is technologically and economically feasible.

Executed this 17th day of OCTOBER 1995 at Sacramento, California.


James J. Morgestern, Chief
Compliance Division

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ALCOHOL AND OTHER DRUG SERVICES

4A

270 County Hospital Road, Suite 111, Quincy, CA 95971
Treatment (530) 283-7050 Prevention (530) 283-6118
<http://bit.ly/PlumasCountyAOD>

Date: February 10, 2015

To: Honorable Board of Supervisors

From: Louise Steenkamp, AOD Director

Agenda: Agenda Item for March 3, 2015, BOS meeting

Item Description: (1) Approval to accept unanticipated revenue of \$2,000 for PhotoVoice projects, and (2) Adopt RESOLUTION to establish a Petty Cash fund for the department

Recommendation: (1) It is recommended that the Board of Supervisors Approve a Supplemental Budget and unanticipated revenues in Alcohol and Other Drug Services (Unit 70580) from the Plumas County Public Health Agency's Photovoice Award for FY14-15; and (2) Adopt the attached RESOLUTION to establish a Petty Cash fund of \$200 for Alcohol and Other Drug department.

Background Information: (1) Plumas County Alcohol and Other Drug department conducts a countywide Prevention Program at Plumas Unified School Districts sites, charter schools and community schools. The program established Friday Night Live chapters (FNL) in Chester, Greenville, Quincy and Portola. Students in Greenville and Portola submitted applications to Plumas County Public Health Agency to do PhotoVoice projects. In Greenville, the prevention project will focus on the "Retail Environment" and, in Portola, on "Safe Routes to School." The two chapters received stipends totaling \$2,000. The department is requesting the approval of a Supplemental Budget and unanticipated revenues of \$2,000 in Unit 70580 for the PhotoVoice projects.

(2) The department is requesting establishment of a Petty Cash fund to use as needed for various expenditures including refreshments for in-county hosting of youth, family and community meetings.

Thank you.



Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

530-283-6330/800-801-6330

Mimi Khin Hall, MPH, CHES, Director

Mark Satterfield, MD, Health Officer

January 21, 2015

Attention: Meagan Miller
Portola High School Friday Night Live Chapter
270 County Hospital Road, Suite 111
Quincy, California 95971

Dear Ms. Miller:

Plumas County Public Health Agency is pleased to award the Portola High School Friday Night Live Chapter a stipend of \$1,000 for the proposed PhotoVoice project "Safe Routes to School". In order for you to get started, half of the stipend will be issued prior to the project's start. The remainder of your stipend will be available upon project completion, and once all requirements have been met.

In order to receive the first \$500 of your stipend, please bill:

Plumas County Public Health Agency
270 County Hospital Road
Suite 206
Quincy, Ca 95971

In order to help you create a meaningful and impactful project, your group leader(s) and participants are required to attend a PhotoVoice workshop. Please contact Megan Mansfield at (530) 283-6337 to schedule a date/time/location for the workshop. Workshops need to be completed by 5pm on February 6th, 2015. Part of the workshop focus will be a review of your project's goals and message.

Please note that we will require a roster of participants to ensure services will not be duplicated.

Sincerely,

A handwritten signature in black ink, appearing to read "Dana Cash".

Dana Cash
Health Education Coordinator

A handwritten signature in black ink, appearing to read "Megan Mansfield".

Megan Mansfield
Community Outreach Coordinator



Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971
530-283-6330/800-801-6330

Mimi Khin Hall, MPH, CHES, Director

Mark Satterfield, MD, Health Officer

January 21, 2015

Attention: Meagan Miller
Greenville Jr/Sr High School Friday Night Live Chapter
270 County Hospital Road, Suite 111
Quincy, California 95971

Dear Ms. Miller:

Plumas County Public Health Agency is pleased to award the Greenville Jr/Sr High School Friday Night Live Chapter a stipend of \$1,000 for the proposed PhotoVoice project "Retail Environment". In order for you to get started, half of the stipend will be issued prior to the project's start. The remainder of your stipend will be available upon project completion, and once all requirements have been met.

In order to receive the first \$500 of your stipend, please bill:

Plumas County Public Health Agency
270 County Hospital Road
Suite 206
Quincy, Ca 95971

In order to help you create a meaningful and impactful project, your group leader(s) and participants are required to attend a PhotoVoice workshop. Please contact Megan Mansfield at (530) 283-6337 to schedule a date/time/location for the workshop. Workshops need to be completed by 5pm on February 6th, 2015. Part of the workshop focus will be a review of your project's goals and message.

Please note that we will require a roster of participants to ensure services will not be duplicated.

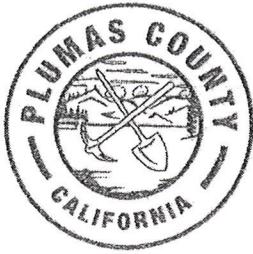
Sincerely,

A handwritten signature in black ink that reads "Dana Cash".

Dana Cash
Health Education Coordinator

A handwritten signature in black ink that reads "Megan Mansfield".

Megan Mansfield
Community Outreach Coordinator



4B

OFFICE OF THE DISTRICT ATTORNEY

David Hollister, District Attorney

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

Date: November 4, 2014

To: Plumas County Board of Supervisors

From: David Hollister, District Attorney

Subject: Supplemental Budget for the Alternative Sentencing Program

David Hollister

Recommendation:

- A. Please approve the attached Board Resolution authorizing the District Attorney to execute and administer a new Grant Award Agreement for 2015 entitled The Edward Byrne Memorial Justice Assistance Grant.
- B. The District Attorney requests the approval of a Supplemental Budget for the Alternative Sentencing Program with funding of a grant from The Edward Byrne Memorial Justice Assistance Grant (JAG) Program for \$220,000.

Background and Discussion

On November 21, 2014, the District Attorney, with support from the members of the Community Corrections Partnership, submitted an application for a grant from the Board of State and Community Corrections Edward Byrne Memorial Justice Assistance Grant (JAG) Program. The Alternative Sentencing Program has received a Notification of Award from The Edward Byrne Memorial Justice Assistance Grant (JAG) Program. The award amount is \$220,000 a year for the next three years. These funds will be used to assist rural Plumas County criminal justice partners to enhance public safety, foster collaboration and improve the outcomes of individuals under the supervision of community corrections.

This grant requires that local agencies involved collaborate in providing evidence-based clinical and other services. The primary partners of the District Attorney are Probation, Sheriff and Jail, Public Health, Alcohol and other Drug Services, Mental Health and the Court. Other participating agencies in the Community Corrections Partnership are Social Services, the Business and Career Center, the Housing Authority, the Literacy Program, Plumas Crisis Intervention and Resource Center and other non-profit service providers.

A supplemental budget is required in department 70307 in order to comply with the terms and conditions of the grant project agreement.

A copy of the Application is on file with the Clerk of the Board.

RESOLUTION No. 15-

WHEREAS the Plumas County Board of Supervisors desires to participate in the Edward Byrne Memorial Justice Assistance Grant (JAG) Program supported by federal grant funds and administered by the Board of State and Community Corrections (hereafter referred to as BSCC).

NOW, THEREFORE, BE IT RESOLVED that the District Attorney of Plumas County is authorized on behalf of the Board of Supervisors to submit the grant proposal for this funding and to accept the award for the attached application for March 1, 2015 to December 31, 2015 from BCCS and is authorized to sign on behalf of the Board the Grant Agreement including any extensions or amendments thereof.

IT IS AGREED that any liability arising out of the performance of this Grant Award, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. The Board of State and Community Corrections disclaim responsibility for any such liability.

BE IT FURTHER RESOLVED that federal grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

BE IT FURTHER RESOLVED that the county agrees to abide by the statutes and regulations governing the federal JAG Program as well as the terms and conditions of the Grant Agreement as set forth by the BSCC.

IT IS ALSO RESOLVED that grant funds received hereunder shall be deposited with the Plumas County Treasurer and budgeted in accordance with California law and Plumas County policy.

I hereby certify that the foregoing is a true copy of the resolution adopted by the Board of Supervisors of Plumas County in a meeting thereof held on March 3, 2015 by the following:

Vote: **Ayes:**

Noes:

Absent:

Signature: _____ Date: _____

Kevin Goss, Chair
Plumas County Board of Supervisors

ATTEST: _____ Date: _____

NANCY DAFORNO, Clerk of the Board
Plumas County Board of Supervisors

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER
(Auditor's Use Only)

Dept. District Attorney - Alternative Sentencing

Dept. No.: 70307

Date: 2/17/15

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

Approval Required

- A. Transfer to/from Contingencies OR between Departments
- B. Supplemental Budgets (including budget reductions)
- C. Transfers to/from or new Fixed Asset, within or from a 51XXX
- D. Transfer within Department, except fixed assets
- E. Establish any new account except fixed assets

Board

Board

Board

Auditor

Auditor

TRANSFER FROM OR

x

SUPPLEMENTAL REVENUE ACCOUNTS

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

TRANSFER TO:

<u>FUND #</u>	<u>DEPT. #</u>	<u>ACCT. #</u>	<u>ACCOUNT NAME</u>	<u>\$ AMOUNT</u>
0001D	70307	51000	Regular Wages	61,000.00
		51080	Retirement	5,000.00
		51090	Group Insurance	5,000.00
		51100	FICA/Mcare OASDI	993.00
		521230	Office Equipment	1,200.00
		521900	Professional Services	10,500.00
		58000	Transfer to PCSO	76,833.00
		521800	Office Supplies	600.00
		524804	Drug Testing Supplies	30,800.00
		520204	Internet Search Engine	24,000.00
		527500	Travel	4,074.00
			TOTAL:	220,000.00

Supplemental budget requests require Auditor/Controller's Signature

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.

In the space below, state (a) reason for request (b) reason why there are sufficient balances in affected account to finance transfer (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) Supplemental Budget for JAG Program in Alternative Sentencing Program

B) N/A

C) N/A

D) JAG funding was not finalized until after the Budget Hearings

Approved by Signing Authority:

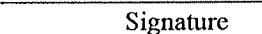


2/18/2015

/ Approved/Recommended

/ Disapproved/Not Recommended

County Administrative Officer:

Signature

Board Approval Date:

Agenda Item No.

Clerk of the Board signature

Date Entered by Auditor/Controller

Initials

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

Supplemental transfer must have Auditor/Controller's 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.



FOR IMMEDIATE RELEASE
FEBRUARY 12, 2015

CONTACT: Colleen Curtin, 916.445.8066
Colleen.Curtin@bscc.ca.gov

BSCC Approves Federal JAG Awards

VENTURA (Feb. 12, 2015) -- The Board of State and Community Corrections today approved the awarding of \$16.6 million in federal grant funds for a range of public safety projects over the next year, including those designed to reduce school violence, reduce gang involvement, provide detention alternatives to low-risk juveniles and increase graduation rates.

The Edward Byrne Memorial Justice Assistance Grants will provide funding in each of three years and are subject to non-competitive renewal if counties meet performance objectives. The total amount counties would receive at the end of the grant cycle depends upon the annual federal allocation to the Bureau of Justice Assistance, which administers the grants nationally. At the current level of funding it could mean nearly \$50 million to the counties over three years.

On March 1, 2015 the BSCC will release the first of three annual installments to the 32 counties whose proposals were ranked most deserving by an Executive Steering Committee. The BSCC received 51 proposals for funding.

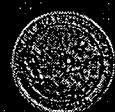
Small counties could apply for up to \$220,000 annually, medium counties \$715,000 and large counties \$1,045,625 (with the exception of Los Angeles, which was able to apply for up to \$2,091,250).

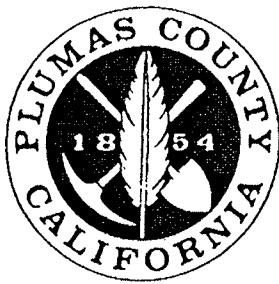
Leading up to the decision, the Executive Steering Committee surveyed stakeholders to determine California's needs within the Bureau of Justice Assistance's funding priority areas. The stakeholders rated crime prevention and education, law enforcement efforts to fight gangs, and court, prosecution and defense strategies as the top priorities. The ESC also included drug abuse prevention, drug enforcement and gun violence reduction, among other categories. In previous years the money had been used by law enforcement solely to fund narcotics task forces.

A list of the winning counties with synopses of their proposals is attached to this press release.

For more information please contact Colleen Curtin at 916.445.8066 or Colleen.Curtin@bscc.ca.gov or Daryle McDaniel at 916.341.7392 or Daryle.McDaniel@bscc.ca.gov

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OFFICE of the DISTRICT ATTORNEY
and PUBLIC ADMINISTRATOR
David Hollister, District Attorney
520 Main Street, Room 404
Quincy California 95971
(530) 283-6303 • Fax (530) 283-6340

TO: THE HONORABLE BOARD OF SUPERVISORS

FROM: DAVID HOLLISTER, DISTRICT ATTORNEY *(Signature)*

RE: COMMUNITY CASE MANAGER FOR ALTERNATIVE SENTENCING PROGRAM

DATE: March 3, 2015

Recommendation:

- 1) Adopt RESOLUTION to amend the 2014-2015 Position Allocation for the Alternative Sentencing Program 70307 to reflect 3.00 FTE Community Case Manager
- 2) Authorize the District Attorney to recruit and hire a 1.0 FTE Community Case Manager for the Alternative Sentencing Program

Background and Discussion:

On April 4, 2011, Governor Brown signed Assembly Bill 109 (AB 109), which made fundamental changes to California's correctional system. The Public Safety Realignment Act (AB 109) took effect October 1, 2011 and mandated sweeping changes to California's criminal justice system by shifting responsibility from the state to each of the 58 counties in managing offenders. These sweeping changes explicitly included a newly created category of Post-Release Community Supervision offenders, offenders who otherwise would have been sentenced to state prison, and parole and probation violators serving their revocation sentences in county jail rather than state prison. In November 2014 the voters of California passed Proposition 47, 'The Safe Neighborhoods and Schools Act', this proposition effectively reclassified drug possessions and other felony crimes to

misdemeanors. What was not explicitly set forth in AB109 and Prop 47 was the now undeniable fact these sweeping changes would impact the entirety of each county's criminal justice system while further taxing the already limited resources.

In addressing these fundamental and sweeping changes Plumas County created an Alternative Sentencing Program. When created, the necessity and range of the Alternative Sentencing Program was vastly underestimated. To meet the current and growing demand created by AB109 and Prop 47, it is imperative that the hiring of an additional 1.0 FTE Case Manager be brought on staff with the Alternative Sentencing Program to allow for continued services to be administered to new defendants of this critical program.

BACKGROUND on the ALTERNATIVE SENTENCING PROGRAM

The Plumas County Alternative Sentencing Program (ASP) exists to assist offenders in the journey of becoming clean and sober, stop drug-related crime, reduce recidivism, limit the use of the jail for drug related crimes and reunite broken families. In order to understand the growth of this program and the need for a higher level of authority for the person in charge, the following will be helpful.

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

The ASP gives the Courts, Prosecutors and Defense Bar additional information on alternative sentencing and sanctioning options. The ASP is available on all criminal justice cases where an alternative to a jail or prison sentence may be possible or where ancillary services and treatments would be beneficial for the defendant both in and out of custody. The goal is to identify safe, effective programs, treatment, sanctions and incentives that will address the offenders' criminogenic needs and at the same time help advance public safety.

The ASP oversees and runs the Day Reporting Center where all participants report and receive services. The ASP also monitors participants' progress and participation in all programs and reports directly to the Courts, Prosecutors, Defense Bar, Jail staff and Probation. The Day Reporting Center is located at 56 Harbison Street in Quincy near the Courthouse.

Service providers at the Day Reporting Center (DRC) currently include: the Alliance for Workforce Development, New Beginnings (the Domestic Violence program) as ancillary service providers. County agencies providing services through the DRC include Probation, Alcohol & Drug, Mental Health, Social Services, Child Protective Services,

Child Support and Alternative Sentencing. Released Jail inmates on electronic monitoring also receive services at the DRC. The Coordinator alone has developed these partnerships and implemented collaboration between them.

The Day Reporting Center has become a very popular place both for current participants to come and hang out in a safe and sober environment, but also for referrals from the Court, Probation, CPS, and the Defense Bar. On average there are 20 active participants who come into the Day Reporting Center to do laundry or just hangout. There are on average 3 intakes daily, the intake process is highly involved and requires a minimum of two hours and there are approximately 5-7 participants who have scheduled case management appointments daily, these meetings can be quick 20 minute check-ins or last up to 1.5 hours.

The Alternative Sentencing program is consistently averaging 120 participants, graduating or completing approximately 10 participants per month. The annual recidivism rate for ASP participants is 10% (November 2014). The Alternative Sentencing Staff is responsible for submitting progress reports for participants to the Court, attending hearings when participants are on calendar, notifying the Court, Probation and Defense Bar when a participant is out of compliance with programs ordered, evaluating and serving clients in the correctional facility, as well as operating the DRC and facilitating 11 groups (1-1.5 hours each) weekly. The workload has quickly outgrown the Program Manager, 2 case managers, and 1 clerical staff. Currently the workload is broken down between case managers as follows:

Lori Beatley case manager stationed at DRC she is responsible for the entire Prop 36 case load (36 participants), all new DRC referrals until they are completely assessed and placed in a specialty program or on another case load, currently that number is 34, PRCS and parole (5). Mrs. Beatley also facilitates 7 out of the 11 groups offered by ASP weekly.

Kristie Rood part time case manager who works in three locations, the jail, alternative sentencing office and the DRC is responsible for the entire Community Justice Court case load (12), the services, case management, release planning and programs for inmates enrolled in the time credit program (5), alternative sentencing case load – a result of a referral to the DRC but in need of more support and case management (8), as well as conducting new assessments and interviews for inmates who are eligible for the time credit program – this number fluctuates weekly but is on average 2 interviews weekly, those interviews are the same as those that take place at the DRC and require at least a 2 hour time commitment. Mrs. Rood also facilitates 3 out of the 11 groups offered by ASP weekly.

As you can see from the above information the hours available in a normal work day make it difficult to serve the needs of the participants at the level in which they are beneficial for them as well as the community. Mrs. Beatley has been known to create a waitlist for intakes due to the time commitment and numbers that are sent over weekly. We are fortunate that we have great staff who are committed to giving 110% daily, who work late and on weekends to ensure that the services and needs are met in a timely and efficient manner, the addition of another case manager will greatly improve the quality of

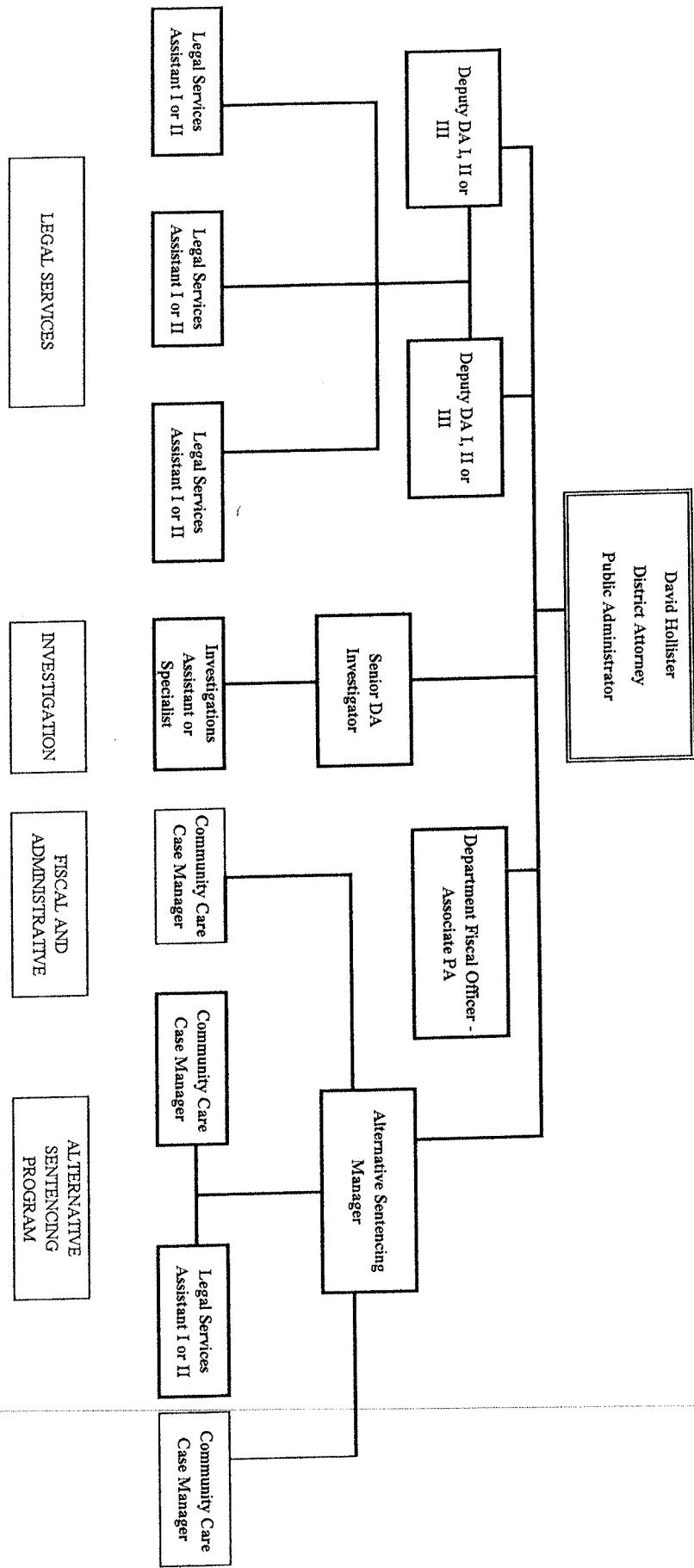
services offered to the Court, Defense Bar and Probation as well as the participants. With the anticipated increase in needs from Prop 47 and the restructuring of the 'Drug Court' program in the County the filling of this position will allow the Alternative Sentencing Office to meet not only the current needs but also seamlessly meet the demands of the Superior Court as they roll out their new Criminal Justice Court.

The budget submitted and approved includes all the funding necessary for this position without any general fund contributions.

Summary

- A. Adopt Resolution to amend the 2014-15 Position Allocation for the Alternative Sentencing Program to reflect 3.00 FTE Community Case Manager.
- B. Approve the hiring of a Community Care Case Manager providing services to the Alternative Sentencing Program and the Plumas County Community Justice Court Treatment

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



RESOLUTION NO. _____

**RESOLUTION TO AMEND THE PLUMAS COUNTY POSITION ALLOCATION FOR
BUDGET YEAR 2014-2015 WITHIN DEPARTMENT 70307 ALTERNATIVE SENTENCING
PROGRAM IN THE DISTRICT ATTORNEY'S OFFICE**

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, the District Attorney, David Hollister, would like to add a Community Care Case Manager to the Alternative Sentencing Program; and

WHEREAS, the allocation of 3.0 FTE Community Care Case Managers supporting the Alternative Sentencing Manager is necessary due to the growing needs of Criminal Justice Realignment and

WHEREAS, the position of Community Care Case Manager will be funded by state and federal grants and not require any funding from the general fund, and

WHEREAS, the overall total FTEs for the District Attorney's Department will increase by 1.0 FTE within budget unit 70307, Alternative Sentencing Program,

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

Approve the amendments to the Position Allocation for budget year 2014-15 to reflect the following:

<u>Alternative Sentencing Program - DA 70307</u>	<u>FROM</u>	<u>TO</u>
Community Care Case Manager	2.00	3.00

The foregoing Resolution, was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 3rd day of March, 2015 by the following vote:

AYES:	Supervisors
NOES:	Supervisors
ABSENT:	Supervisors

Chairperson, Board of Supervisors

ATTEST:

Executive Clerk/Board of Supervisors

4c



PLUMAS COUNTY PROBATION DEPARTMENT

DAN PRINCE, CHIEF PROBATION OFFICER

DATE: March 3, 2015

TO: The Honorable Board of Supervisors

FROM: Dan Prince, Chief Probation Officer

SUBJECT: Transfer of Funds

Recommendation:

Approve the Probation Department supplemental budget of \$15,000 for Probation department 20418 (AB109) revenue account 48079, fund 0046, and increase appropriation for expenditure account 521900, department 20418, fund 0046, to pay Allowance For Workforce invoices.

Background:

\$15,000 in funds was allocated to Alliance for Workforce Development in the 2014-2015 Community Corrections Partnership (AB109) budget. The \$15,000 has been moved into a Probation AB109 revenue account, 48079, and now needs to be appropriated in Probation AB109 expenditure account 521900, in order to pay the Alliance For Workforce the \$15,000.

The transfer has been reviewed by the Auditor.



Plumas County Environmental Health

270 County Hospital Rd., Ste 127, Quincy CA 95971

40

Environmental Health Quincy
Phone 530-283-6355
FAX 530-283-6241

Environmental Health Chester
Phone 530-258-2538
FAX 530-258-2844

Date: February 20, 2015

To: Honorable Board of Supervisors

From: Jerry Sipe 

Agenda: Consent Agenda Item for March 3, 2015

Recommendation: Approve a supplemental budget for unanticipated revenue in the amount of \$1,750 from statewide hazardous materials enforcement action for purchase of computer hardware and supplies for use in the hazardous materials management program.

Background and Discussion: In January 2015, the Alameda County District Attorney's Office received injunctive provisions from the court against Safeway Corporation for a series of hazardous waste management violations. Included in the Stipulation for Entry of Final Judgment and Permanent Injunction was distribution of penalties to all CUPAs performing hazardous materials management and enforcement activities which have a Safeway store within their jurisdiction.

Plumas County's distribution of penalties due to this statewide enforcement case is \$1,750. This money must be spent in the hazardous materials management program and purchase of computer hardware and supplies is an authorized use of these funds. Judgment in this case was just reached and this revenue was not anticipated during the initial or midyear budget review.

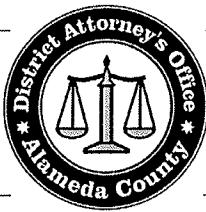
At this time, the Board is asked to approve a supplemental budget for unanticipated revenue for Environmental Health in the amount of \$1,750 for purchase of computer hardware and supplies for use in the hazardous materials management (CUPA) program.

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

Thank you.

enclosures

Office of the District Attorney
Alameda County
Nancy E. O'Malley, District Attorney



Consumer & Environmental Protection
7677 Oakport Street, Suite 650
Oakland, CA 94621

February 5, 2015

PLUMAS COUNTY
ENVIRONMENTAL HEALTH
270 COUNTY HOSPITAL ROAD #127
QUINCY, CA 95971

Re: *People v. Safeway Inc., a Delaware Corporation*
Superior Court Civil No.: RG14753173
CEPD File No.: 12FE0663

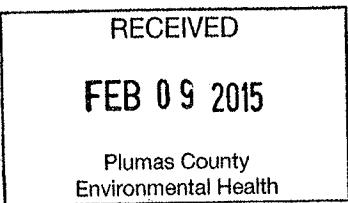
Dear Sir/Madam:

Enclosed is your county's distribution of Penalties/Costs per the Stipulation for Entry of Final Judgment and Permanent Injunction in the above mentioned case on behalf of Assistant District Attorney Kenneth A. Mifsud.

Thank you for accepting this check on behalf of your agency.

Sincerely,

NANCY E. O'MALLEY
District Attorney



By: *Sch*
Sharmi Cahayom
Office Manager

Enclosures



Office of the Sheriff

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

4E

GREGORY J. HAGWOOD
SHERIFF/CORONER

Memorandum

DATE: **February 19, 2015**

TO: **Honorable Board of Supervisors**

FROM: **Sheriff Greg Hagwood** 

RE: **Agenda Item for the meeting of March 3, 2015**

Recommended Action:

Approve and authorize a budget transfer in the amount of \$17,800.00 from the Criminal Justice Construction Fund (dept 20293) contingency account (528400) to Kitchen Equipment account (524450) and to fixed asset accounts for Kitchen Equipment (542503) and Security System (544180).

Background and Discussion:

The Criminal Justice Construction Fund maintains a budget in contingencies for unanticipated expenses. Therefore, funds are available for transfer when necessary. Funds are allowed to be used for these expenses.

The kitchen equipment is extremely outdated at the Jail. This transfer will provide for the purchase of a mixer, food processor, and slicer out of the Kitchen Equipment account (524450).

The fixed asset account for Kitchen Equipment (542503) will cover the purchase of a cook range.

The fixed asset account for Security System (544180) will cover the door control system at the Jail that was damaged during the power outage caused by the storm earlier this month. The system cannot be repaired and needs to be replaced.

COUNTY OF PLUMAS
REQUEST FOR BUDGET APPROPRIATION TRANSFER
OR SUPPLEMENTAL BUDGET

TRANSFER NUMBER
(Auditor's Use Only)

Department: CRIMINAL JUS CONST FUND Dept. No: 20293 Date: 2/19/2015

The reason for this request is (check one):

- A. Transfer to/from Contingencies OR between Departments
- B. Supplemental Budgets (including budget reductions)
- C. Transfers to/from or new Fixed Asset, out of a 51XXX
- D. Transfer within Department, except fixed assets, out of a 51XXX
- E. Establish any new account except fixed assets

Approval Required

Board

Board

Board

Auditor

Auditor

TRANSFER FROM OR

SUPPLEMENTAL REVENUE ACCOUNTS

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) Transfer from contingency account to various accounts for specific jail needs

B) Funds are budgeted in contingency account

C) Expenses to incurred this fiscal year

D) N/A

Approved by Department Signing Authority:



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.



4F

DEPARTMENT OF FACILITY SERVICES & AIRPORTS

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

Dony Sawchuk
Director

Board Meeting: March 3, 2015

To: The Honorable Board of Supervisors

From: Dony Sawchuk, Director

Subject: Approve supplemental budget transfer of \$44,410.00 from Contingency Funds 20980/528400 to General Services 20020/521900 for Chester Complex roofing system replacement due to storm damage.

Background

On February 6, 2015, Plumas County experienced a severe storm with hurricane force winds. Over 50% of the existing roofing system on the Chester Complex was ripped away down to the bare sheathing from the high winds. California Building Code requires replacement of the entire damaged roofing system due to it being a Public Facility. A new and complete building code approved roofing system was installed within a week after it had been torn off. The claim has been submitted to insurance for reimbursement and is being handled by the Risk Manager. It is important to pay the vendor for their work in a timely manner in advance of the insurance claim settlement.

Recommendation

Approve supplemental budget transfer of \$44,410.00 for Chester Complex roofing system.

The above referenced request has been approved by the Auditor's Office.



PLUMAS COUNTY PLANNING & BUILDING SERVICES

555 Main Street
Quincy, CA 95971-9366
(530) 283-7011

www.plumascounty.us

DATE: March 3, 2015

TO: Honorable Chair and Members of the Board of Supervisors

FROM: Randy Wilson, Plumas County Planning Director *RW*

RE: Request for approval of Amendment No.7 to the Agreement (Grant Agreement No. 4600007650) between the State of California, Department of Water Resources and Plumas County (Proposition 50 Grant) and authorize the Planning Director to sign the Amendment.

Background

On January 18, 2008, Plumas County entered into a grant agreement with the Department of Water Resources. The amount of the agreement was for grant funds of \$7,000,000. This agreement contains several projects. These projects are as follows:

- **Last Chance Creek Watershed Restoration Project Phase II**
Project Sponsor: Plumas Corporation
Grant Amount: \$2,621,421
- **Upper Middle Fork Project**
Project Sponsor: County of Plumas and UC Davis
Grant Amount: \$1,400,000
- **Quincy Wetlands Treatment Project**
Project Sponsor: Plumas Corporation and Quincy Community Services District
Grant Amount: \$261,404
- **National Forest Water Quality Improvement Project**
Project Sponsor: U.S.D.A./Forest Service-Plumas National Forest
Grant Amount: \$1,927,848
- **Genesee Valley Integrated Water Management Project**
Feather River Land Trust
Grant Amount: \$555,548
- **Sierra Valley Well Inventory, Capping, and Sealing Project**
County of Plumas
Grant Amount: \$123,679
- **Sierra Valley Integrated Water Management Project**
Feather River Land Trust
Grant Amount: \$110,000

On November 5, 2013, the Board of Supervisors approved a letter to Plumas Corporation Board of Directors indicating Plumas County's intent to work with the Department of Water Resources to re-program the remaining Proposition Last Chance II project funds to other projects. See attached Staff Memo and Letter dated November 5, 2013. Staff has been actively working with the Department of Water Resources on possible projects for the remaining Last Chance II project funds since the Board of Supervisors gave this direction.

Staff started identifying potential projects for the remaining Last Chance II projects with the criteria that such projects could be completed by the Grant Agreement ending date of December 31, 2015. Likely projects must be completed by this date. Also, likely projects that involved engineering had to have adequate engineering to the satisfaction of the Department of Water Resources. Staff did not do an official call for projects. Rather, staff contacted the Community Development Commission, the Plumas County Department of Public Works, and the Feather River Land Trust to identify possible projects.

On November 4, 2014, the Board of Supervisors approved an amendment to the Prop 50 Grant Agreement reprogramming \$1,290,000 of the Last Chance II project funds for a project called "Greenville Water and Sewer System Repairs". This is the first project to receive the reprogrammed Last Chance II project funds.

This grant was signed on January 18, 2008, and since that time staff has received requests from some project sponsors to modify some of the projects contained within the grant.

Staff Comment

The following modifications to the Grant Agreement have been approved by the Department of Water Resources (DWR). Please note that DWR will sign the Amended Grant Agreement upon submittal of the signed agreement by the County.

New Projects:

- **Taylorsville Wastewater Improvement Project.** This project will replace an existing 6-inch forced main with a 4-inch fusion welded main and replace the pneumatic pump control system with a new electronic system.
Project Sponsor: Indian Valley Community Services District
Grant Amount: \$184,080
- **Chester River Parkway Project.** This project consists of purchase of a 106.77 acre property, commonly known as the Olsen Barn Property. The funding of this land purchase will permanently protect the property's ecological, recreational, cultural, and educational values.
Project Sponsor: Feather River Land Trust
Grant Amount: \$400,000
- **Project Administration.** Grant administration costs for Plumas County. The County did not have any identified administration funds in the original grant agreement. The County could have had 10% of the grant funds for grant administration. The Department of Water Resources recommends that the County have some administrative funds in this Amended Grant Agreement

such that past staff costs for grant administration can be recouped and to cover ongoing staff costs to administer the grant to close out. Staff notes that the Board of Supervisors has approved a contract with Uma Hinman Consulting in the amount of \$42,924 to perform invoicing services for this grant. The costs of this contract come out of the project administration under the amended grant agreement leaving \$206,138.90 for past and future staff administration costs.

Grant Amount: \$249,062.90 with \$206,138.90 for staff administration costs.

Revised Projects

- Revision to the scope of work, but not the budget for the **Genesee Valley Integrated Water Management Project**. The original project included piping 16,000 feet of an open and badly leaking diversion ditch and repairs to the Taylor Lake dam. The revised project will not repair the Taylor Lake dam and will not pipe the diversion ditch. The revised project will repair an existing well at the Hart K Ranch, drill a new irrigation well, repair an existing spring-fed irrigation system, and connect the existing irrigation systems and new well.

Project Sponsor: Feather River Land Trust

Grant Amount: \$555,648 with \$420,186.67 remaining to be spent

- Revision to the scope of work and budget for the **Quincy Wetlands Treatment Project**. Some of the original project scope of work has not been completed, which is primarily monitoring requirements. The revised scope of work now includes re-establishing the diffuser pipe in Spanish Creek and the installation of a single boulder cross-vane structure to concentrate flows toward the center of the channel and conduction of an engineering mixing dilution study for this installation. There will also be an abandonment of a damaged diversion dam located downstream that is causing a slackening of flows in Spanish Creek over the diffuser.

Project Sponsor: Quincy Community Services District

Grant Amount: \$408,544.49, which is an increase of \$147,140.49 from the original grant amount. Total remaining to be spent is \$200,000.

- Replace the Sierra Valley Well Inventory, Capping, and Sealing project scope of work with the **Sierra Valley Well Assessment and Basin Management Plan**. The original project did have some work completed, but was stopped when there was a moratorium on spending Prop 50 funds. Staff worked with the Sierra Valley Groundwater Management District (SVGMD) to restart the project. However, the SVGMD no longer believed the original project was necessary. Working with the SVGMD, staff developed the new project containing the following elements to address more actively managing the Sierra Groundwater Basin given changing legislative requirements:

1. Identify Groundwater Sub-basin Management Areas based on hydrogeology and recharge characteristics.
2. Develop tools to identify and characterize estimate groundwater drawdown rates and groundwater recharge rates.
3. Develop a Groundwater and Surface Water Budget for the Sierra Valley Groundwater Basin.
4. Develop a “3D” (vertical, horizontal & directional) conceptual model of the Sierra Valley Basin (SVB) aquifers.
5. Prepare a Technical Report that can be used as a decision support tool.

Project Sponsor: Plumas County working with the Sierra Valley Groundwater Management District

Grant Amount: \$123,679 with \$93,133.79 remaining to be spent on this revised project.

- **Last Chance Creek Restoration Project.** This project was discontinued in November 2013.

Grant Funds: **None.** A total of \$393,799.32 in grant funds were spent prior to the project being discontinued. The original amount of grant funds for this project was \$2,621,421. This revised agreement redistributes \$2,227,621.68 in grant funds to other projects.

ACTIONS FOR CONSIDERATION

Staff recommends the Board of the Supervisors take the following action.

- I. Approve Amendment No. 7 to the Agreement (Grant Agreement No. 4600007650) between the State of California, Department of Water Resources and Plumas County (Proposition 50 Grant) and authorize the Planning Director to sign the Amendment.

Attachments:

Amendment No. 7 of the Grant Agreement between Plumas County and the Department of Water Resources

November 5, 2013, Staff Memo and Letter to Plumas Corporation

November 4, 2014, Staff Memo regarding reprogramming funds to the Greenville Water and Sewer Systems Repairs Project

Grant Agreement 4600007650, Amendment 7

**State of California Natural Resources Agency
Department of Water Resources**

**Agreement Between The State of California
Department of Water Resources
and County of Plumas**

**Under the Water Security, Drinking Water, Coastal and Beach
Protection Act of 2002
(Water Code Section 79500et seq.)**

The following modifications shall be made:

Term of Agreement and Grantee's Cost

Grant Agreement terminates on December 31, 2015. Grantee cost share is estimated to be \$1,401,956.75. See Attachment 1.

Exhibit A - Work Plan

Add "Grant Administration" as a new project.

Add "Taylorsville Wastewater Improvement Project" as a new project.

Add "Chester River Parkway" scope of work as a new project.

Replace "Genesee Valley Integrated Water Management" project description and scope of work with updated "Genesee Valley Integrated Water Management" project description and Scope of Work.

Replace "Quincy Wetlands Treatment" project description and scope of work with updated "Quincy Wetlands Treatment" project description and Scope of Work.

Replace "Sierra Valley Well Inventory, Capping, and Sealing Project" description and scope of work with updated "Sierra Valley Well Assessment and Basin Management" project description and Scope of Work.

Update "Last Chance Creek Restoration Phase 2" Work Plan.

See Attachment 2 for updated Work Plan.

Exhibit B – Schedule

Replace Exhibit B Schedule with the updated schedule. See Attachment 3.

Exhibit C – Budget

Replace Exhibit C Budget with the updated budget. See Attachment 4.

Exhibit G – Local Project Sponsors

Replace the table listing the Local Project Sponsors for each project with the updated table. See Attachment 5.

All other terms and conditions of the agreement will remain the same.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto:

STATE OF CALIFORNIA,
DEPARTMENT OF WATER RESOURCES

COUNTY OF PLUMAS

Tracie Billington, P.E., Chief
Financial Assistance Branch
Division of Integrated
Regional Water Management

Randy Wilson
Plumas County Planning Director

Date: _____

Date: _____

Approved as to legal form and sufficiency

Spencer Kenner, Assistant Chief Counsel
Office of Chief Counsel

Date: _____

STATE OF CALIFORNIA
THE RESOURCES AGENCY
DEPARTMENT OF WATER RESOURCES

GRANT AGREEMENT BETWEEN STATE OF CALIFORNIA
DEPARTMENT OF WATER RESOURCES AND

COUNTY OF PLUMAS

AGREEMENT NUMBER 4600007650
UNDER THE WATER SECURITY, CLEAN DRINKING WATER, COASTAL AND BEACH
PROTECTION ACT OF 2002
(Water Code Section 79500 et seq.)

THIS GRANT AGREEMENT, entered into by and between State of California, acting by and through the Department of Water Resources, herein referred to as the "State" and the County of Plumas, a public agency, in the County of Plumas, State of California, duly organized, existing, and acting pursuant to the laws thereof, herein referred to as the "Grantee", which parties do hereby agree as follows:

1. PURPOSE OF GRANT: This Grant is made by State to Grantee to assist in financing projects associated with the Upper Feather River Watershed and Water Quality Improvement Project Integrated Regional Water Management Plan pursuant to Chapter 8 (commencing with Section 79560) of Division 26.5 of the California Water Code, hereinafter collectively referred to as "IRWM Program." Grant funds may be used only as provided in this Grant Agreement for Eligible Costs as included in Exhibit A, Work Plan.
2. TERM OF GRANT AGREEMENT: The term of this Grant Agreement begins on January 18, 2008 and terminates on December 31, 2014-2015 or when all of the Parties' obligations under this Grant Agreement have been fully satisfied, whichever occurs earlier.
3. SCHEDULE: Grantee shall diligently perform or cause to be performed all IRWM Program work as described in Exhibit A, Work Plan, in accordance with Exhibit B, Schedule.
4. GRANT AMOUNT: The maximum amount payable by State under this Grant Agreement shall not exceed \$7,000,000.
5. GRANTEE'S COST: The reasonable total costs of the Program are estimated to be \$8,528,685 \$8,401,956.75 which are summarized in Exhibit C, Budget Table 1. Grantee agrees to fund or ensure funding of the difference, if any, between the estimate of IRWM Program costs and the Grant Amount specified in paragraph 4. Grantee cost share is estimated to be \$1,528,685 \$1,401,956.75.
6. ELIGIBLE COST: Grantee shall apply State Grant funds received only to Eligible Costs. Eligible Costs are the reasonable and necessary costs of engineering, design, legal fees, land and easement, preparation of environmental documentation, environmental mitigation, and project implementation. Only work performed after the effective date of this Grant Agreement shall be eligible for reimbursement. Costs incurred after November 5, 2002 and prior to the effective date of this Grant Agreement are not eligible for reimbursement. However, such costs may be considered, at State's discretion, as part of Grantee's funding match, if such costs were otherwise reimbursable. Reasonable administrative expenses may be included as Project Costs and will depend on the complexity of the Project preparation, planning, coordination, construction,

EXHIBIT A

WORK PLAN

Project: Last Chance Creek Watershed Restoration Project Phase II (project discontinued)

Local Project Sponsor: Plumas Corporation (Feather River Coordinated Resource Management Group)

The second phase of the Last Chance Creek Watershed Restoration Project encompasses eight miles of mainstem channel and short reaches of the confluence zones of the four significant tributaries in the reach. Willow Creek, Little Stony Creek, Stone Dairy Creek, and Cottonwood Creek all have channel incision occurring near the confluence as these tributaries adjust their base channel levels to the incision-lowered elevation of Last Chance Creek. When complete, this project will directly reconnect eight miles of stream channel to over 800 acres of naturally evolved meadow floodplain and reduce the incision risk to still functional tributary meadows. The result will fully restore the flood attenuation, baseflow augmentation and ecosystem habitat values of a functional montane meadow system.

This Grant Agreement has been funded at 70% of the amount originally requested. For that reason, work under this Grant Agreement shall include all design and environmental review for an 11-mile length of Last Chance Creek, as well as restoration of approximately 3 miles of channel. The remainder of the restoration work will be completed as funding becomes available from various sources, and funding will be pursued to allow all of the work to proceed concurrently. An 11-mile length of stream will undergo design and environmental review because some sections may be unsuitable for restoration work due to archeological concerns, special status species, or physical attributes.

The project entails raising the base level of Last Chance Creek back to the remnant channels on the ~~relic~~ floodplain. This will be accomplished using a technique that has already been used in much of the Last Chance Creek watershed. The technique entails excavating portions of the existing gully wider and deeper. The resulting cut material is used to fill adjacent sections of the gully back to original grade. These filled sections, called plugs, are typically 150 to 300 feet long and compacted, as filled, to match adjacent native material. The massive bulk of the plugs is protection against failure from rodent burrows or infrequent, short duration flood flows without resorting to additional armoring beyond natural vegetation.

Streamflow is directed into the extensive system of remnant channel(s) or an occasional short reach of constructed channel. All vegetation that has become established inside the gully is removed with heavy equipment prior to excavation and fill operations. This vegetation is transplanted into high stress areas of the restored channel, around pond edges and into the plugs. Topsoil from the pond excavation areas is removed prior to excavation and stockpiled adjacent to the plug zone. When the plug is completed with subsoil, the topsoil is spread onto the plug. The native seedbank and fertility of the topsoil is further augmented with locally collected seed from native meadow grasses and sedges.

Project surveys and design will require the 2008 and 2009 field seasons to complete. The existing reconnaissance level surveys will be augmented with additional cross-section and longitudinal profile surveys. The data derived from the additional surveys will be analyzed to develop conceptual design layouts for landowner and project Technical Advisory Committee (TAC) review and revision. The conceptual designs would identify the most effective remnant channel configuration, design parameters for any constructed channels as well as pond and plug locations and configurations. All survey and design work would be performed by FRCRM staff unless additional expertise was requested by the TAC. Project land management planning, fencing and any environmental mitigations will derive from, and inform, the final design.

Accomplishing the Last Chance Phase II Project will entail re-distribution of approximately 285,000 yds³ of on-site, cut and fill material in order to eliminate the gully as a conduit for streamflows, which will complete approximately three miles of the project length. Approximately 7,700 yds³ of 6" - 24" rock will be used to establish a valley grade structure at the Doyle Crossing Bridge and minor amounts of armoring at valley constrictions. It is expected that the project will require 190 working days to complete. This timespan will be accomplished over two working seasons from July through October in 2010 and 2011 each season.

The specific project monitoring metrics will develop as the project design is developed and environmental mitigations are identified. At a minimum, this will entail survey cross sections pre- and post-project, vegetation transects, photo points, streamflow and water temperature monitoring as specified in the Project Assessment and Evaluation Program.

Task LCC-A Project Administration

Task LCC-1. Contracts and Permits

- 1.1 Local Project Sponsor shall document steps taken in soliciting and awarding any contracts to perform grant work complying with all applicable laws and regulations regarding securing competitive bids and undertaking competitive negotiations in Grantee's contracts with other entities for acquisition of goods and services and construction of public works with funds provided by State under this Grant Agreement. Grantee shall provide State with a copy of the awarded contract. Local Project Sponsor shall document all contractor activities and expenditures in quarterly reports. The State shall have the right to inspect the work being performed at any and all reasonable times during the term of the Grant Agreement, including any subcontracts. Provisions ensuring this access shall be in all contracts or subcontracts entered into pursuant to its Grant Agreement with the State.
- 1.2 No work that is subject to California Environmental Quality Act (CEQA) or National Environmental Policy Act (NEPA) may proceed under this Agreement until the State receives documents that satisfy the CEQA/NEPA process.
- 1.3 Local Project Sponsor shall secure all required permits for project work. No work that is subject to permitting may proceed under this Agreement until documents that satisfy the permitting process(es) are received by the State.

Task LCC-2. Quality Assurance Project Plan and Monitoring Plan

- 2.1 The Local Project Sponsor shall revise, maintain, and implement a Quality Assurance Project Plan (QAPP). No monitoring may occur prior to QAPP approval by the State. Grantee shall ensure any groundwater monitoring requirements are consistent with the Groundwater Quality Monitoring Act of 2001 (Part 2.76 (commencing with Section 10780) of Division 6 of the Water Code) and water quality projects shall include a monitoring component that allows the integration of data into statewide monitoring efforts, including but not limited to, the surface water ambient monitoring program carried out by the State Water Resources Control Board.
- 2.2 The Local Project Sponsor shall prepare, maintain, and implement a Monitoring Plan (MP) that shall include description of monitoring objectives, types of constituents to be monitored, and the sampling locations and frequency/schedule for the monitoring activities. The MP shall be approved by the State prior to any sampling and monitoring activities. No monitoring may occur prior to Monitoring Plan approval. The State must approve any changes to the Monitoring Plan prior to implementation.

Task LCC-3. Technical Advisory Committee (TAC)

- 3.1 Establish a project TAC to assist in the development of overall project objectives, project plan, and project effectiveness monitoring program.
- 3.2 The TAC shall include, but not be limited to, the following: Department of Water Resources (DWR), Regional Water Quality Control Board (RWQCB), State Water Resources Control Board (SWRCB), Department of Fish and Game (DFG), Natural Resource Conservation Service (NRCS), Plumas Corporation, University of California Cooperative Extension, Plumas County Public Works, and the landowner.
- 3.3 Conduct TAC meetings at least twice annually to review project design progress, monitoring, and IRWM Plan goals in order to provide input and guidance to the Local Project Sponsor staff and the landowner.

Task LCC-4. Reporting, Invoicing, and Budget Management

- 4.1 Local Project Sponsor shall submit quarterly reports to the Grantee in both electronic and hardcopy forms. Reports shall be presented in the formats described in Exhibit E, Report Format.
- 4.2 An invoice should accompany the progress report, and reflect charges for the work completed during the reporting period covered by the quarterly report. The submittal and approval of reports is a requirement for initial and continued disbursement of State funds.
- 4.3 The Local Project Sponsor shall attend quarterly meetings with the Grantee.
- 4.4 The Local Project Sponsor shall maintain audit and accounting procedures that are in accordance with generally accepted accounting principles and practices, consistently applied; and shall keep complete and accurate records of all receipts, disbursements, and interest earned on expenditures of such funds, and shall require its contractors or subcontractors to do the same.
- 4.5 Local Project Sponsor shall submit a Project Completion Report to the Grantee with the final project invoice, which shall include, if applicable, certification of final project by a California Registered Civil Engineer, consistent with Condition D-14 of this Grant Agreement.
- 4.6 Local Project Sponsor shall assist the Grantee in completing a Grant Completion Report upon completion of all projects included in Exhibit A, Work Plan.
- 4.7 Local Project Sponsor shall submit a Post Performance Report to the Grantee within ninety (90) calendar days after the first operational year of the project has elapsed, and thereafter annually for a total of ten (10) years after the completed project begins operation.

Task LCC-B Land Purchase/Easement

N/A

Task LCC- C Planning /Design /Engineering /Environmental Documentation

Task LCC-5. Survey and Design Pond and Plug Project Plan

- 5.1 Conduct a field survey of the project area to determine gully and remnant channel dimensions, and nuances in terrace and floodplain topography using a laser level and rod

eye. Include 10-20 valley-wide cross-sections, and a longitudinal profile of the channel bottom and terrace. Graph the surveyed cross-sections and profiles, and note gross vegetation types on the cross-sections.

- 5.2 Develop a table that displays flow frequencies, using field survey information from task 5.1, and existing similar watershed flood frequency information to verify the suitability of the remnant channel and floodplain to carry 1.5, 10, 20 and 100 year return event flows.
- 5.3 Plot cross-sections, profiles, and vegetation types for purpose of analyzing geomorphic attributes of the channel and valley. This analysis will be used to complete Subtask 5.4 below.
- 5.4 Develop and GPS a draft project design that uses the cross-section and longitudinal graphs, and flow frequency information, and that includes the following:
 - pond and plug placement on the ground, and volume of material to be moved;
 - determine remnant channel capacity, and design any necessary remnant channel modifications;
 - volumes, size of material, and slopes of the rock grade control structure at the bottom of the project area;
 - a plan view map of the project area, which shows pond and plug placement, the remnant channel, and the rock grade control structure.

~~Submit the draft design to the State Project Representative for review and comment.~~

- 5.5 Develop two typical before and after cross-sections, using the plan view map. Show the existing gully, and the proposed project work.
- 5.6 Finalize the project design with TAC assistance in a field meeting with all design materials, and submit the Final Survey and Design Pond and Plug Project Plan for review and approval to the TAC and the State Project Representative for review and approval prior to any implementation. Implementation will occur in Task 8 below.

Task LCC-6. Plan & Design Grazing Infrastructure Improvements

- 6.1 Develop a plan view map of the project area that shows existing and proposed fence lines and water sources.
- 6.2 Identify potential project sites (spring developments and cross fencing) with the assistance of the TAC.
- 6.3 Develop specifications for fencing and spring water developments to be implemented in Task 8 below.
- 6.4 Develop a written landowner agreement that establishes land management goals, responsibilities, and timelines for protection of the project during vegetative recovery and long-term vegetation management within the project area. Agreement will also provide for landowner approval of project tours specified in Task 9.
- 6.5 Obtain written landowner approval of work on private lands using the agreement prepared in Subtask 6.4.
- 6.6 Submit the Plan and Design Grazing Infrastructure Improvement for review and comments by the TAC and the State Project Representative.

Task LCC-7. Environmental Documentation

- 7.1 Local Project Sponsor will contract with Professional Consultants to complete wildlife, botany, and archaeology surveys.
- 7.2 Pre-permitting mitigations shall be completed prior to project construction. (i.e. Section 106 Evaluation, SHPO concurrence, USFWS consultation)
- 7.3 Local Project Sponsor will complete and submit permit applications and all supporting documents to the Army Corps of Engineers, U.S. Forest Service, Plumas County, California Department of Fish and Game, and Regional Water Quality Control Board.

Task LCC-D Construction/Implementation

Task LCC-8. Construct Pond and Plug Project

Construction will include the excavation and placements of approximately 285,000 yds³ of on-site, cut and fill material in order to eliminate approximately three miles of gully as a conduit for streamflows. Approximately 7,700 yds³ of 6"-24" rock will be used to establish a valley grade structure at the Doyle Crossing Bridge and minor amounts of armoring at valley constrictions. It is expected that the project will require 190 working days to complete. This timespan will be accomplished over two working seasons from July through October in 2010 and 2011 each season. Topsoil and vegetation will be removed and stockpiled prior to excavation, and will be planted and spread over the area as the last step in construction.

- 8.1 Construct the Pond and Plug as designed in 6.6.
- 8.2 Remove and replant vegetation disturbed during construction.
- 8.3 Deliver and place quarry rock from USFS pit for the valley grade structure at Doyle Crossing Bridge.
- 8.4 Replant a portion of vegetation in the remnant as needed for channel strengthening; replant and redistribute stockpiled vegetation and topsoil around ponds and onto plugs.
- 8.5 Conduct photo documentation before, during, and after construction.
- 8.6 Submit "As-built" plans after completion of construction to the State Project Representative.

Task LCC-9. Construct Grazing Infrastructure Improvements

- 9.1 Construct fencing, water sources, and other project features contained in the Plan and Design Grazing Infrastructure Improvement Plan in 6.6.
- 9.2 Conduct photo documentation before, during, and after construction.
- 9.3 Submit "As-built" plans after completion of construction to the State Project Representative.

Task LCC-E Environmental Compliance/Mitigation/Enhancement

Task LCC-10. Vegetative Management

- 10.1 Plant supplemental vegetation, including native grass seeding, willow staking, and container plantings on stream banks, plugs, and floodplain.

10.2 Construct fencing around identified high risk or other special management zones within the project identified in the Plan and Design Grazing Infrastructure Improvement Plan in (6.6).

Task LCC-F Construction Administration

Task LCC-11. Construction Contract Management

- 11.1 Develop final equipment specifications, including special equipment needs such as ultra low-pressure track equipment for wet ground, additional de-watering needs, etc.
- 11.2 Develop, advertise, and award construction and fencing contract packages following guidelines outlined in Task 1.
- 11.3 Coordinate project/contract activities and directly supervise all construction activities.

Task LCC-G Other

Task LCC-12. Direct and Indirect Project Monitoring

The Local Project Sponsor will conduct all project monitoring, unless specified otherwise, and follow the QAPP, PAEP, and MP as outlined in Task 2.

- 12.1 Conduct ongoing streamflow, water temperature and sediment monitoring at the Doyle Crossing Bridge and existing stations above the project area.
- 12.2 Measure water level and water temperature monthly at existing groundwater monitoring wells one-year pre- and post-project.
- 12.3 Conduct pre- and post-project fish surveys.
- 12.4 Conduct pre- and post-project channel cross-section surveys for width, depth, and entrenchment.
- 12.5 Contracted consultants and/or the Local Project Sponsor conduct intensive storm event monitoring, as needed.
- 12.6 Prepare and submit annual monitoring reports detailing activities and results to the State and other interested stakeholders.

Task LCC-13. Feather River Coordinated Resource Management Group (FR-CRM) Coordination

This task purpose is to coordinate the various agencies and landowners in the watershed in land management activities and development of projects, as well as continuing program development by participating with partners in watershed awareness outreach and education to other stakeholders in the watershed. The coordination task also includes maintaining the CRM's existing meeting schedule with the twenty-three (23) signatory partners, as well as other stakeholders and the larger public; participation with other regional groups in sharing restoration technology, and maintaining the FR-CRM's website.

- 13.1 Coordinate at least nine (9) FR-CRM Management Committee and four (4) FR-CRM Steering Committee meetings. Distribute meeting announcements, agendas and minutes to all members and interested parties on a comprehensive mailing list via email and the FR-CRM website.
- 13.2 Conduct at least two (2) field tours of FR-CRM restoration projects for the purpose of technology transfer. Advertise to other watershed groups, as well as local stakeholders

through news releases, announcements, flyers, and agency referrals. Prior to tour obtain landowner agreements to allow access to their property, and that parties providing transportation have liability insurance. Record tour attendees on a sign-in sheet.

- 13.3 Maintain and enhance programmatic and planning collaboration amongst the signatory entities of the IRWM, through meetings and tours.
- 13.3 Attend at least two (2) regional watershed meetings, workshops and conferences with other watershed restoration practitioners for the purpose of exchanging information and experience. The conferences must be related to watershed restoration and management. Local Project Sponsor will participate as a presenter in at least one of the meetings to share the pond and plug technology as a restoration tool.
- 13.4 Develop and submit at least two grant proposals for future watershed restoration projects, in response to requests for proposals.
- 13.5 Maintain the FR-CRM website as a means to maintain program communication.
- 13.6 Maintain and enhance current K-12 watershed education, including the regionally recognized local Watercourse Program.
- 13.7 Maintain and enhance general public watershed education through four (4) stewardship activities, four (4) news releases, and participating in at least (2) public events with an educational/info booth at such venues as the Plumas/Sierra County Fair, Plumas County Picnic, High Sierra Music Festival, etc.

Project: Grant Administration – New Project
Local Project Sponsor: Plumas County

General Project Descriptions

This project consists of the grant administration duties required of Plumas County as the grantee for this grant.

Task 1 - Direct Project Administration: Budget Category (a)

Plumas County will administer these funds and respond to DWR's reporting and compliance requirements associated with the grant administration. Plumas County will act in a coordination role disseminating grant compliance information to individual project managers throughout Plumas County, obtaining evidence of compliance (e.g., CEQA/NEPA documents, reports, monitoring compliance documents, labor requirements, etc.), obtaining data for monthly progress reports from individual project managers, providing monthly progress reports and final report to the State, and coordinating all invoicing and payment of invoices.

Task 1.1 – Invoicing: This task includes the preparation and submission of satisfactory monthly invoices including relevant supporting documentation including project reports.

Task 1.2 – Reporting: Plumas County will be responsible for compiling monthly progress reports and invoices for submittal to DWR. Plumas County will coordinate with project sponsor staff to retain consultant as needed to prepare and submit monthly progress reports and Final Project Reports for each project, as well as the Grant Completion Reports.

Reports will meet generally accepted professional standards for technical reporting and fulfill the requirement terms of the contract with DWR outlined in Exhibit G of this agreement. For example, Monthly Progress Reports will explain the status of the project and will include the following information: summary of the work completed for the project during the reporting period; activities and milestones achieved, and accomplishments and any problems encountered in the performance work. Project Completion Reports will include: documentation of the actual work completed, changes and amendments to each project, a final schedule showing actual progress versus planned progress, and copies of final documents and reports generated during the project. Plumas County will also prepare a Final Grant Completion Report, generally following the format outlined in Exhibit G.

Project: Taylorsville Wastewater Improvement Project – New Project

Local Project Sponsor: The Indian Valley Community Services District will be the implementing agency for this project.

Indian Valley Community Services District (IVCSD) became responsible for the maintenance and operation of the Taylorsville Waste Water System in 1993. The system consists of approximately 13 miles of gravity collection mains plus 93 service laterals. This collection system flows into a single lift station located at 4610 Nelson Street just north of Taylorsville. The lift station utilizes two 10 horsepower lift pumps, and is operated by a pneumatic control system. The lift station is equipped with a rudimentary Supervisory Control and Data Acquisition (SCADA) system that will notify operators of a high wet well water level or a low air pressure condition. The SCADA system communicates via cellular towers; however the cell signal is intermittent, causing the monitoring to be inoperable at times. The lift station pumps the waste water about 5,000 feet, including an 85' elevation gain, to a community septic/leach field system through a 4" forced main. The septic tanks and leach fields are located at 11117 North Valley Road directly behind the County Road Department Material Yard.

The 4" forced main crossed underneath Indian Creek until it was washed out during the storms and flooding of 1998. The main was rerouted along Nelson Street and down North Valley Road when it was replaced under emergency circumstances. The east side of the Nelson Street Bridge was used to support the replacement forced main over Indian Creek. Ductile iron pipe was used for the portion of replacement main secured to Nelson Street Bridge. Another 4,000 feet was replaced with 6" PVC SDR35. The emergency circumstances prevented work crews from properly bedding the replacement pipe in shade sand. Failures of the replacement main began immediately. The pipe used is not rated for installations that operate under pressure.

Pollution of Indian Creek with raw sewage is unacceptable. The proximity of the recent main failures to the creek has gained the attention of the State Water Resources Control Board. The last three failures have been within 100' of Indian Creek, with one less than 20' away. Additionally, the replacement main has failed where it passes within 30' of a private domestic well. The Taylorsville Sanitary Sewer System is operating in a high risk situation, and replacement of the forced main should be of the highest priority.

The existing SCADA system is substandard. Prompt notification of pending failures is required for operators to divert or mitigate repercussions of any wastewater spills. Upgrading the controls to a solid state electronic system, with a flow meter will allow for the implementation of modern SCADA system. The monitoring system would also improve data collection allowing operators to better monitor pump performance and efficiency, which can reduce operating costs.

This project will replace the 6" forced main with 4" fusion welded SDR11 HDPE, and replace the pneumatic pump control system with an electronic system utilizing an analog 4-20mA signal with a suitable flow meter and associated SCADA system. These upgrades will greatly reduce the risk of failure under which the system currently operates.

Task 1 - Direct Project Administration: Budget Category (a)

The Planning Department will enter an MOU with the Indian Valley Community Services District to administer the project design and construction activities.

Task 1.1 – Local Project Sponsor shall submit quarterly reports to the Grantee in both electronic and hardcopy forms. Reports shall be presented in the formats described in Exhibit E, Report Format.

Task 1.2 – An invoice should accompany the progress report, and reflect charges for the work completed during the reporting period covered by the quarterly report. The submittal and approval of reports is a requirement for initial and continued disbursement of State funds.

Task 1.3 – The Local Project Sponsor shall attend quarterly meetings with the Grantee. The Local Project Sponsor shall maintain audit and accounting procedures that are in accordance with generally accepted accounting principles and practices, consistently applied; and shall keep complete and accurate records of all receipts, disbursements, and interest earned on expenditures of such funds, and shall require its contractors or subcontractors to do the same.

Task 1.4 – Local Project Sponsor shall submit a Project Completion Report to the Grantee with the final project invoice, which shall include, if applicable, certification of final project by a California Registered Civil Engineer, consistent with Condition D-14 of the Grant Agreement.

Task 1.5 – Local Project Sponsor shall assist the Grantee in competing a Grant Completion Report upon completion of all projects included in Exhibit A, Work Plan.

Task 2 - Land Purchases/Easements: Budget Category (b)

No land purchases or easements are required, as all repairs and improvements are located within existing right-of-ways.

Task 3 - Planning/Design/Engineering/Environmental Documentation: Budget Category (c)

Project planning has been completed. Design engineering will be prepared by a consultant water and sewer (civil) engineer.

Task 3.1 – Complete final engineered plans and design documents. The proposed project is categorically exempt from the requirement for the preparation of environmental documents under Section 15302(c) of the State CEQA Guidelines.

Task 4 – Implementation: Budget Category (d)

The Indian Valley Community Services District will obtain appropriate encroachment permits from Plumas County, as well as any required resource agency permits. Indian Valley Community Services District will perform construction tasks.

Task 4.1 – Perform construction tasks as outlined in table below.

Activity Description	Quantity
Sewer Main Replacement:	
Replace 4" HDPE SDR 11 IPS Sewer Main	5000 linear feet
Replace 4" HDPE SDR 11 IPS MJ Adaptor	4
Replace 4" Restraining Compression Coupling	4
Replace Tracer Wire	5000 linear feet
Dewater Existing Main	n/a
Use septic truck to transport sewage during replacement	n/a
Rental of winch, backhoe, and fusion welder	n/a
Use of Camera Main	n/a
Perform traffic control as necessary during construction	n/a
Mobilization and Demobilization of equipment and staff	n/a
SCADA Replacement:	
Purchase and install Digital Pump Controller	1
Purchase and install level transmitter	1
Purchase and install 14AWG Twisted Shielded Pair	1 spool
Purchase and install SCADA Dialer	1

Task 4.2 – Environmental Compliance/Mitigation/Enhancement

The Indian Valley Community Services District will obtain appropriate encroachment and water quality permits (SWPPP). Implementation of required BMPs will be the responsibility of the contractor. No additional mitigations or enhancements are necessary.

Task 4.2.1 – Ensure construction tasks are performed in a manner compliant with the pertinent permit requirements.

Task 4.3 – Construction Administration

The Indian Valley Community Services District will administer the construction phase of the project.

Task 4.3.1 – Perform construction planning supervisorial duties and coordinate with Plumas County and other agencies as necessary.

Project: Chester River Parkway (CRP) – New Project

Local Project Sponsor: Feather River Land Trust

General Project Descriptions

This project consists of purchase of a 106.77 acre property, commonly known as the Olsen Barn property. The property consists of Plumas County APNs 100-340-017, 100-340-018, 100-460-004, 100-460-005. The Feather River Land Trust (FRLT) seeks funding to purchase and permanently protect the 107 acre Chester River Parkway property to protect its ecological, recreational, cultural, educational values.

The Olsen Barn property consists of 107 acres of meadow, riparian forest, and wetland adjacent to Lake Almanor at the eastern entrance to the town of Chester, California. The property, bordered by the North Fork of the Feather River, also contains a 130 year old historic barn. The area is also of high importance to the local community for nature based recreation.

The property is ecologically important, especially for birds. The property is part of an Audubon designated Important Bird Area. Chester Meadow supports the 2nd largest concentration of the endangered Willow Flycatcher in the Sierra region, several of which breed on the northern section of the property. The property is used by a breeding pair of threatened Greater Sandhill Crane, and many more during migration. The cottonwood gallery forest along the southern boundary supports one of the highest densities of Yellow Warbler – a California Bird species of Special Concern – in California. This riparian area also provides important stopover habitat for migratory birds in the fall. Bald Eagle and Osprey are regularly seen perched along the river here and a high diversity of raptors use the property in the fall and winter. The barn currently supports a breeding pair of Barn Owl. Over 200 bird species have been recorded in Chester Meadow. Coyote, raccoon, striped skunk, beaver, and river otters are regularly observed on the property; and it provides fawning habitat for the Tehama Black-tailed herd.

The North Fork, Feather River supports a cold water fishery and is the primary surface flow into Lake Almanor. It supports a number of native and non-native fish species including rainbow trout, brown trout, and Sacramento sucker. The river and riparian corridor provide habitat for numerous amphibians including Sierra Yellow-Legged Frog, Cascades Frog, Pacific Tree Frog and Western Toad.

Task 1 - Direct Project Administration: Budget Category (a)

The Feather River Land Trust will act as the local project sponsor.

Task 1.1 – Local Project Sponsor shall submit quarterly reports to the Grantee in both electronic and hardcopy forms. Reports shall be presented in the formats described in Exhibit E, Report Format.

Task 1.2 – An invoice should accompany the progress report, and reflect charges for the work completed during the reporting period covered by the quarterly report. The submittal and approval of reports is a requirement for initial and continued disbursement of State funds.

Task 1.3 – The Local Project Sponsor shall attend quarterly meetings with the Grantee. The Local Project Sponsor shall maintain audit and accounting procedures that are in accordance with generally accepted accounting principles and practices, consistently applied; and shall keep complete and accurate records of all receipts, disbursements, and interest earned on expenditures of such funds, and shall require its contractors or subcontractors to do the same.

Task 1.4 – Local Project Sponsor shall submit a Project Completion Report to the Grantee with the final project invoice, which shall include, if applicable, certification of final project by a California Registered Civil Engineer, consistent with Condition D-14 of the Grant Agreement.

Task 1.5 - Local Project Sponsor shall assist the Grantee in completing a Grant Completion Report upon completion of all projects included in Exhibit A, Work Plan.

Task 2 - Land Purchases/Easements: Budget Category (b)

Task 2.1 – Purchase a 106.77 acre property, commonly known as the Olsen Barn property. The property consists of Plumas County APNs 100-340-017, 100-340-018, 100-460-004, 100-460-005.

Task 3 - Planning/Design/Engineering/Environmental Documentation: Budget Category (c)

The project is categorically except as a transfer of ownership to preserve existing natural conditions, Section 15325.

Task 4 – Implementation: Budget Category (d)

Task 4.1 – Construction Implementation

No construction is associated with this project.

Task 4.2 – Environmental Compliance/Mitigation/Enhancement

No environmental compliance, mitigation, or enhancement measures are anticipated for this project.

Task 4.3 – Construction Administration

No construction administration is necessary for this project.

Task 4.4 – Other

Pre-acquisition administration costs including: appraisal, preliminary title report, phase 1 environmental site assessment, boundary survey, mapping, baseline documentation report, escrow and recording fees, legal counsel, and staff time.

Project: Genesee Valley Integrated Water Management Project – Replaces Original Project Workplan.

Local Project Sponsor: Feather River Land Trust

The Feather River Land Trust's (FRLT's) 880-acre Genesee Valley property includes 2.5 miles of Indian Creek. The goals for the site are to increase instream flows, improve irrigation efficiency, improve groundwater recharge, lower stream water temperatures, decrease erosion, remove invasive, non-native plants, and increase over-stream vegetation cover. The project will install or repair approximately 25,000 feet of permanent riparian fencing, creating a .33-mile wide, 2.5-mile long riparian buffer strip between irrigated pasture and the creek to accelerate the development of riparian vegetative stream cover. Shading, when combined with narrowing and deepening of the Indian Creek channel, is predicted to improve water quality by cooling peak summer surface stream temperatures by at least six degrees. The project will improve wet meadow/irrigated pasture management by installing off-stream water sources for cattle and implementing a progressive rotational grazing program by installing 35,000 ft. of pasture fencing to control livestock on existing wet meadow habitat. The project will eliminate surface (irrigation) water discharge into Indian Creek.

This property will serve as a demonstration of co-existing sustainable grazing and preservation of conservation values for regional landowners. The project will implement integrated monitoring of water quality and cold water fishery habitat responses. Results will be cross-referenced with paired treatment and monitoring of the FRLT Sierra Valley project through PAEP implementation.

Task 1 - Direct Project Administration: Budget Category (a)

Task 1.1 – Contracts and Permits

Task 1.1.1 – Local Project Sponsor shall document steps taken in soliciting and awarding any contracts to perform grant work complying with all applicable laws and regulations regarding securing competitive bids and undertaking competitive negotiations in Grantee's contracts with other entities for acquisition of goods and services and construction of public works with funds provided by State under this Grant Agreement. Grantee shall provide State with a-copy of the awarded contract. Local Project Sponsor shall document all contractor activities and expenditures in quarterly reports. The State shall have the right to inspect the work being performed at any and all reasonable times during the term of the Grant Agreement, including any subcontracts. Provisions ensuring this access shall be in all contracts or subcontracts entered into pursuant to its Grant Agreement with the State.

Task 1.1.2 No work that is subject to California Environmental Quality Act (CEQA) or National Environmental Policy Act (NEPA) may proceed under this Agreement until the State receives documents that satisfy the CEQA/NEPA process.

Task 1.1.3 Local Project Sponsor shall secure all required permits for project work. No work that is subject to permitting may proceed under this Agreement until documents that satisfy the permitting process(es) are received by the State.

Task 1.2 – Reporting, Invoicing, and Budget Management

Task 1.2.1 Local Project Sponsor shall submit quarterly reports to the Grantee in both electronic and hardcopy forms. Reports shall be presented in the formats described in Exhibit E, Report Format.

Task 1.2.2 An invoice should accompany the progress report, and reflect charges for the work completed during the reporting period covered by the quarterly report. The submittal and approval of reports is a requirement for initial and continued disbursement of State funds.

Task 1.2.3 The Local Project Sponsor shall attend quarterly meetings with the Grantee.

Task 1.2.4 The Local Project Sponsor shall maintain audit and accounting procedures that are in accordance with generally accepted accounting principles and practices, consistently applied; and shall keep complete and accurate records of all receipts, disbursements, and interest earned on expenditures of such funds, and shall require its contractors or subcontractors to do the same.

Task 1.2.5 Local Project Sponsor shall submit a Project Completion Report to the Grantee with the final project invoice, which shall include, if applicable, certification of final project by a California Registered Civil Engineer, consistent with Condition D-14 of this Grant Agreement.

Task 1.2.6 Local Project Sponsor shall assist the Grantee in completing a Grant Completion Report upon completion of all projects included in Exhibit A, Work Plan.

Task 2 - Land Purchases/Easements: Budget Category (b)

No land purchases or easements are required for this project

Task 3 - Planning/Design/Engineering/Environmental Documentation: Budget Category (c)

Task 3.1 – Planning/Design/Engineering

Task 3.1.1 Complete final engineered plans for irrigation system repairs and additions.

Task 3.2 - Environmental Documentation

Project is categorically except from CEQA – 15302(c) Replacement or Reconstruction - Replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion in capacity.

Task 4 – Implementation: Budget Category (d)

Task 4.1 – Upgrade Ranch Irrigation System

Task 4.1.1 – Repair an existing agricultural well and existing stock well

Task 4.1.2 – Drill and construct new irrigation well

Task 4.1.3 – Repair existing spring-fed irrigation system

Task 4.1.3 – Connect existing irrigation systems and new well

Task 4.2 – Grazing Improvements

Task 4.2.1 – Repair or install 25,000 feet of fencing to exclude cattle from flood plain.

Task 4.2.2 – Install six 900gallon troughs for off stream water supply.

Task 4.2.3 – Repair and install 35,000 feet of cross fencing to implement rotational grazing.

Task 4.3 – Environmental/ Compliance/Mitigation/Enhancement

Task 4.3.1 – Habitat Improvements

Task 4.3.2 – Recruit, train, and supervise FRLT re-vegetation volunteers

Task 4.3.3 – Remove non-native plant species

Task 4.3.4 – Re-vegetate stream bank and riparian area

Task 4.4 – Construction Administration

Task 4.4.1 – Develop, advertise, and award construction and fencing contract packages as described in Task 1.1.

Task 4.4.2 – Coordinate project/contract activities and monitor construction activities.

Task 4.5 Other

Develop short and long term ranch management plans

**Project: Quincy Wetlands Treatment Project – Replaces Original Project Workplan Local
Project Sponsor: Quincy Community Services District**

The Quincy Community Services District operates a wastewater treatment plant in American Valley that is located adjacent to Spanish Creek near the Quincy airport. The plant processes wastewater for both Quincy and East Quincy, with service to approximately 1750 connections. Plant effluent (treated wastewater) monthly average flow (previous three years) averages 0.81 million gallons per day. Daily peak wet weather flow (highest last three years) is 3.1 million gallons per day. Under the present NPDES (National Pollutant Discharge Elimination System) permit, discharge of treated wastewater is allowed into Spanish Creek from November 1 to May 15 of each year, and is restricted during that period of time based on the measured flow of Spanish Creek. During low flow years, discharge is severely restricted.

From mid-May until November, treated wastewater is utilized as irrigation water on adjacent pasturelands. Any changes in future management strategies on adjacent lands that would reduce the utilization of treated wastewater as an irrigation source would have serious financial and regulatory implications for the services district, requiring other alternatives for the distribution of treated wastewater during the non-discharge period. A constructed wetland is a viable alternative to pastureland application.

In anticipation of existing and future regulatory requirements, the Feather River Coordinated Resource Management Group will work with the Quincy Community Services District to develop a constructed wetland on district property that will have the potential to be extended onto adjacent private lands.

Task 1 - Direct Project Administration: Budget Category (a)

Task 1.1 – Contracts and Permits

Task 1.1.1 – Local Project Sponsor shall document steps taken in soliciting and awarding any contracts to perform grant work complying with all applicable laws and regulations regarding securing competitive bids and undertaking competitive negotiations in Grantee's contracts with other entities for acquisition of goods and services and construction of public works with funds provided by State under this Grant Agreement. Grantee shall provide State with a copy of the awarded contract. Local Project Sponsor shall document all contractor activities and expenditures in quarterly reports. The State shall have the right to inspect the work being performed

at any and all reasonable times during the term of the Grant Agreement, including any subcontracts. Provisions ensuring this access shall be in all contracts or subcontracts entered into pursuant to its Grant Agreement with the State.

Task 1.1.2 – No work that is subject to California Environmental Quality Act (CEQA) or National Environmental Policy Act (NEPA) may proceed under this Agreement until the State receives documents that satisfy the CEQA/NEPA process.

Task 1.1.3 – Local Project Sponsor shall secure all required permits for project work. No work that is subject to permitting may proceed under this Agreement until documents that satisfy the permitting process(es) are received by the State.

Task 2 - Land Purchases/Easements: Budget Category (b)

Task 2.1 – Formalize drainage easement between Quincy CSD and adjacent landowner.

Task 3 - Planning/Design/Engineering/Environmental Documentation: Budget Category (c)

Task 3.1 – Environmental Review and Permits

Task 3.1.1 – Conduct resource surveys, including wildlife, botany, and archeology.

Task 3.1.2 – Complete CEQA review, including determination of final discharge point.

Task 3.1.3 – Obtain 401 and 404 permits and agreement with Department of Fish & Game.

Task 3.2 – Project Design

Task 3.2.1 – Prepare final design and layout of facilities.

Task 3.2.2 – Submit final design to Regional Water Quality Control Board for approval.

Task 4 – Implementation: Budget Category (d)

Task 4.1 – Construction

Task 4.1.1 – Perform earth work to configure site

Task 4.1.2 – Construct spillways and conveyance ditch

Task 4.1.3 – Install control valves

Task 4.1.4 – Construct detention ponds

Task 4.1.5 – Construct grade control structures

Task 4.1.6 – Improve or expand step pool headcut structures, if needed (budget contingency)

Task 4.1.7 – Establish groundwater monitoring wells

Task 4.1.8 – Re-establish the diffuser pipe in Spanish Creek and install a single boulder cross-vane structure to increase at-site stream gradient to concentrate flows towards the center of the channel and maintain a scout hole where increased velocity and turbulence will maximize mixing with treated effluent and conduct an engineering mixing dilution study for this installation.

Task 4.1.9 – Abandon the damaged diversion dam located approximately 500 feet down stream of the diffuser causing stream flows in Spanish Creek to slacken over the diffuser.

Task 4.2 – Environmental Compliance/Mitigation/Enhancement

Task 4.2.1 – Restoration

Reestablish vegetation, if necessary.

Task 4.3 – Construction Administration

Task 4.3.1 – Develop final equipment specifications

Task 4.3.1 – Develop, advertise and award construction contract package

Task 4.3.1 – Provide direct supervision of all construction activities by FRCRM Project Manager and QCSD staff.

Task 4.3.1 – Coordinate project and contract activities with QCSD staff.

Task 4.3.1 – Coordinate all other project/contract activities and monitor construction.

Task 4.4 – Post-Project Monitoring and Evaluation

Task 4.4.1 – Conduct monitoring as described in PAEP

Task 4.4.2 – Establish on-site evaporation monitoring station

Task 4.4.3 – Monitor effectiveness of metal extraction through use of tertiary wetlands

Task 4.4.4 – Evaluate potential for project expansion

Task 4.4.5 – Monitor western pond turtle population trends

Task 4.4.6 – Prepare annual reports detailing monitoring activities and results

Task 4.5 – Coordination, Planning, and Education

Task 4.5.1 – Maintain and enhance communication and collaboration within the 23-member FRCRM as well as between the FRCRM and larger public.

Task 4.5.2 – Conduct monthly FRCRM meetings augmented with frequent general public/stakeholder meetings and watershed project tours

Task 4.5.3 – Maintain and enhance excellent programmatic and planning collaboration amongst the signatory entities of the IRWM

Task 4.5.4 – Maintain and enhance current K-12 watershed education, including special events such as the regionally recognized Watercourse tour.

Project: Sierra Valley Well Assessment and Basin Management Project– Replaces Original Project Workplan

Local Project Sponsor: County of Plumas (working with Sierra Valley Groundwater Management District [SVGMD])

In order to more actively manage the Sierra Valley (SV) Groundwater Basin given changing legislative requirements and the need for more sophisticated decision support tools, the District and the County will:

1. Identify Groundwater Sub-basin Management Areas based on hydrogeology and recharge characteristics.
2. Develop tools to identify and characterize estimate groundwater drawdown rates and groundwater recharge rates.
3. Develop a Groundwater and Surface Water Budget for the Sierra Valley Groundwater Basin.
4. Develop a "3D" (vertical, horizontal & directional) conceptual model of the Sierra Valley Basin (SVB) aquifers
5. Prepare a Technical Report that can be used as a decision support tool.

Data from groundwater level monitoring in these areas in combination with modeling simulations and isotope analyses provided by the Upper Middle Fork project will assist SVGMD in making water management decisions at the basin scale.

This project will also help ensure that water management practices or activities in one area of the SV Basin will not adversely impact water management in another area of the Basin. Redirected impacts from permitted land and water uses on the Plumas County side of the Sierra Valley have been a long-term concern for Sierra County.

Task 1 - Direct Project Administration: Budget Category (a)

Task 1.1 – Local Project Sponsor shall document steps taken in soliciting and awarding any contracts to perform grant work complying with all applicable laws and regulations regarding securing competitive bids and undertaking competitive negotiations in Grantee's contracts with other entities for acquisition of goods and services and construction of public works with funds provided by State under this Grant Agreement. Grantee shall provide State with a copy of the awarded contract. Local Project Sponsor shall document all contractor activities and expenditures in quarterly reports. The State shall have the right to inspect the work being performed at any and all reasonable times during the term of the Grant Agreement, including any subcontracts. Provisions

ensuring this access shall be in all contracts or subcontracts entered into pursuant to its Grant Agreement with the State.

Task 1.2 – No work that is subject to California Environmental Quality Act (CEQA) or National Environmental Policy Act (NEPA) may proceed under this Agreement until the State receives documents that satisfy the CEQAINEPA process.

Task 1.3 – Local Project Sponsor shall secure all required permits for project work. No work that is subject to permitting may proceed under this Agreement until documents that satisfy the permitting process(es) are received by the State.

Task 2 - Land Purchases/Easements: Budget Category (b)

No land purchases or easements are required, as all repairs and improvements are located within existing right-of-ways.

Task 3 - Planning/Design/Engineering/Environmental Documentation: Budget Category (c)

Exempt from CEQA - CEQA Guidelines Section 15306 Information Collection Class 6 consists of basic date collection, research, experimental management, and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource.

Task 3.1 – Design, Environmental Review, and Planning

Coordinate well inventory with Plumas County and the Sierra County Groundwater Management District.

Task 4 – Implementation: Budget Category (d)

Task 4.1 – Well Inventory and Basin Assessment – Sierra Valley

Task 4.1.1 – Well Inventory

- Field locate inactive, abandoned, and drinking water wells in Sierra Valley.. (Completed)
- Transfer well location information to a database.
- Collect well completion report data and summarize statistics on section maps.
- Collect groundwater level and pumping data and create time series diagrams.

Task 4.1.2 – Assessment of Water Quality

- Review historical WQ data, identify data gaps.
- Field work – sample available DWR/SVGMD monitoring wells sampled in 2002 (27 wells).
- Field work – sample available monitoring wells sampled before 2002 (51 wells).
- Sample SVGMD wells MW-2 through MW-5

- Generate a 3D presentation of groundwater quality data.

Task 4.1.3 – Assessment of groundwater flow – source and sink areas

- Assess groundwater level data aerial distribution.
- Determine groundwater flow directions based on water quality parameters.
- Determine groundwater basin areas with upland recharge/water source areas using fracture trace analysis and water chemistry/isotope analysis.
- Tritium isotope data analysis

Task 4.1.4 – Collect and analyze groundwater pumping volumes

- Volume over time intervals
- Estimate water removed vs storage

Task 4.1.5 – Hydrologic budget

- Water budget
- Solute budget

Task 4.1.6 – Reporting and Meetings

- Prepare data interpretation Prepare report summarizing findings and conclusions
- Report printing and duplication costs
- Preset report to SVGMD and Plumas County

Task 4.1.7 – Lab Analysis

- Lab costs associated with background sampling: major ions, plus nitrate, boron.
- Lab costs associated with nested piezometers, MW-2 through MW-6
- Lab costs associated with Tritium analysis

Task 5 - Education and Outreach

Task 5.1 – Conduct initial public information campaign. (Completed)

Task 5.2 – Target public outreach through Sierra Valley Resource Conservation District, Upper Feather River Watershed Group and Plumas-Sierra Cattlemen's Association. (Completed)

Task 5.3 – Coordinate development of groundwater management scenarios with the Upper Middle Fork project.

Attachment 3

Exhibit B

Schedule - Replaces Existing Schedule

Attachment 4
Exhibit C
Budget

Project Title	Local Project Sponsor	Project Cost	Grant Funds	Funding Match	Retention (10% of grant amount)
Grant Administration	Plumas County	\$249,062.90	\$249,062.90		\$24,906.29
Upper Middle Fork	Plumas County	\$151,5000 \$4,565,909	\$1,400,000.00	\$115,000 \$165,000	\$140,000.00
Quincy Wetlands Treatment	Plumas Corporation/Feather River CRM/Quincy Community Services District	\$408,544.49 \$264,404	\$408,544.49 \$264,404		\$40,854.49 \$26,140.49
National Forest Water Quality Improvement	USFS Plumas Nation Forest	\$1,927,848 \$2,147,848	\$1,927,848.00		\$192,784.80
Genesee Valley Integrated Water Management Project	Feather River Land Trust	\$555,6438 \$664,329	\$555,648.00		\$55,564.80
Sierra Valley Well Assessment and Basin Management	Sierra Valley Well Inventory, Capping & Sealing Project	\$150,555 \$158,239	\$123,679.00	\$26,876.00	\$12,367.90
Sierra Valley Integrated Water Management	Feather River Land Trust	\$927,439.04 \$972,953	\$67,358.29 \$860,253	\$860,080.75	\$6,755.83 \$11,900
Greenville Water and Sewer Repair	Plumas County	\$1,290,000.00	\$1,290,000.00	\$0.00	\$129,000.00
Taylorsville Sewer Pipeline	Indian Valley Community Services District	\$184,080.00	\$184,080.00	\$0.00	\$18,408.00
Chester River Parkway	Feather River Land Trust	\$750,000.00	\$400,000.00	\$350,000.00	\$40,000.00
Last Chance Creek Restoration Phase 2 (LLC2) *	Plumas Corporation/Feather River CRM	\$443,779.32	\$393,779.32	\$50,000.00	\$39,377.93
	Total Amounts	\$8,401,956.75 \$8,528,685	\$7,000,000.00	\$1,401,956.75 \$1,186,813	\$700,000.00

Footnotes: See Exhibit D, Standard Conditions regarding reimbursement of withheld retention amount.

* Project discontinued - remaining funds were redistributed to new and existing projects. Funds shown in this budget represent what was invoiced while the project was active.

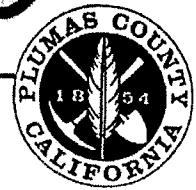
Attachment 5
Exhibit G
Local Project Sponsors

Local Sponsor Agency Designations - Replaces Existing Table			
Sponsored Project	Sponsor Agency	Agency Address	Notes
Last Chance Creek Watershed Restoration Project Phase 2	Plumas Corporation	P.O. Box 3880 Quincy, CA 95971	Project Discontinued 2014
Upper Middle Fork Project	County of Plumas	555 Main Street Quincy, CA 95971	
Quincy Wetlands Treatment Project	Quincy Community Services District	900 Spanish Creek Rd. Quincy, CA 95971	Amended 2015
National Forest Water Quality Improvement Project	U.S.D.A Forest Service - Plumas National Forest	P.O. Box 11500 Quincy, CA 95971	Amended 2014
Genesee Valley Integrated Water Management Project	Feather River Land Trust	P.O. Box 1826 Quincy, CA 95971	Amended 2015
Sierra Valley Well Assessment and Basin Management Project	County of Plumas	555 Main Street Quincy, CA 95971	Amended 2015 - formerly Sierra Valley Well Inventory, Cpaping, and Sealing Project
Sierra Valley Integrated Water Management Project	Feather River Land Trust	P.O. Box 1826 Quincy, CA 95971	
Greenville Water and Sewer Repair Project	Indian Valley Community Services District	P.O. Box 899 Greenville, CA 95947-0899	New Project added 2014
Direct Project Management	County of Plumas	555 Main Street Quincy, CA 95971	New Project added 2015
Taylorsville Wastewater Improvement Project	Indian Valley Community Services District	P.O. Box 899 Greenville, CA 95947-0899	New Project added 2015
Chester River Parkway	Feather River Land Trust	P.O. Box 1826 Quincy, CA 95971	New Project added 2015

PLUMAS COUNTY PLANNING & BUILDING SERVICES

**555 Main Street
Quincy, CA 95971-9366
(530) 283-7011**

www.plumascounty.us



DATE: November 5, 2013

TO: Honorable Chair and Members of the Board of Supervisors

FROM: Randy Wilson, Plumas County Planning Director/Co-Manager Plumas County Flood Control and Water Conservation District

RE: Request for the Board of Supervisors to approve and authorize the Chair of the Board of Supervisor to sign a letter to the Plumas Corporation Board of Directors indicating Plumas County's intent to work with the Department of Water Resources to re-program the remaining Proposition 50 Last Chance II project grant funds.

STAFF COMMENT:

Plumas County has a Proposition 50 Grant from the Department of Water Resources, which contains several projects, including a pond and plug project called Last Chance II. Plumas County and Plumas Corporation have an agreement to implement the Last Chance II project. The attached letter is to inform the Board of Directors of Plumas Corporation of Plumas County's intent to work with the Department of Water Resources to re-program the grant funds for the Last Chance II project.

ACTIONS FOR CONSIDERATION:

The Plumas County Planning Department recommends the Plumas County Board of Supervisors take the follow action.

- 1) Approve the attached letter to Board of Directors of Plumas Corporation and authorize to the Chair to sign the letter.

November 5, 2013

Plumas Corporation Board of Directors
P.O. Box 3880
Quincy, CA 95971

RE: Re-Programming of Proposition 50 Grant Funds-Last Chance II Project

Dear Plumas Corporation Board Members,

The work plan specified in Exhibit A of the Grant Agreement between the State of California Department of Water Resources and Plumas County for the Last Chance II stream restoration project encompasses eight miles of mainstream channel using the pond and plug technique as a treatment method. Information in Exhibit A estimates that 285,000 cubic yards of on site material will be used to eliminate the gully of Last Chance Creek in the project area.

The Last Chance II project is located entirely on the Plumas National Forest, which requires the project undergo review under the National Environmental Quality Act (NEPA). Over the last year the Forest Service has reviewed the project and has developed some alternatives for the stream restoration of Last Chance Creek, which may include the pond and plug treatment as part of the restoration. If Proposition 50 funds (state funds) are used for the project a California Environmental Quality Act (CEQA) review is required. The pond and plug technique of stream restoration has become controversial in the past few years. As the project stands, compliance with both NEPA and CEQA is required. Further consideration of the Last Chance II project since it was originally proposed, has led to the conclusion that CEQA will require the preparation of a comprehensive environmental impact report (EIR). However, the cost estimates when the Last Chance II project was initially proposed did not anticipate the current expense required for such an EIR in the budget. Neither Plumas County (County) as the Grantee of the Grant Agreement, nor Plumas Corp as the "Project Sponsor," is prepared to provide the additional funding an EIR requires. In addition, the County as the "lead agency" for CEQA purposes has concerns about potential CEQA lawsuits if the pond and plug stream restoration method is used for the Last Chance II project. As a result, the Plumas County no longer considers the Last Chance II project to be a prudent and effective use of the grant funds.

The County has determined that other alternative projects would be a better use of the remaining funds in the Proposition 50 grant allocation for the Last Chance II project. Such possible use of the remaining funds, estimated to be from \$2,000,000 to \$2,200,000, could be for irrigation efficiency, fencing, or other projects that support the agricultural community and that are inline with Proposition 50.

Plumas County has contacted the Department of Water Resources regarding the possibility of re-programming the remaining grant funds from the Last Chance II project to other projects. The Department of Water Resources indicates that this is possible and that the Agreement between the Department of Water Resources and Plumas County (Grant Agreement) will have to be modified. Plumas County desires to modify the Grant Agreement and as such the agreement with Plumas Corporation will need to be modified.

The letter is notice to Plumas Corporation that Plumas County intends to begin the process of modifying the Proposition 50 Grant Agreement between the Department of Water Resources and

Plumas County. In the event there is a modification of the Grant Agreement, it follows that the agreement with Plumas Corporation will have to be modified.

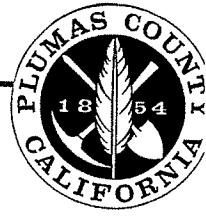
Sincerely

Terry Swofford,
Chair Plumas County Board of Supervisors

PLUMAS COUNTY PLANNING & BUILDING SERVICES

555 Main Street
Quincy, CA 95971-9366
(530) 283-7011

www.plumascounty.us



DATE: November 4, 2014

TO: Honorable Chair and Members of the Board of Supervisors

FROM: Randy Wilson, Plumas County Planning Director *RW*

RE: Approval of an amendment to the Prop 50 Grant Agreement between Plumas County and the Department of Water Resources (DWR) reprogramming \$1,290,000 of the Last Chance II project monies for a new project entitled, "Greenville Water and Sewer System Repairs".

Background

The Plumas County Board of Supervisors on June 2, 2009, approved a Grant Agreement between Plumas County and the California Department of Water Resources (DWR). This Grant Agreement contains seven (7) projects totaling \$7,000,000 of grant monies. The overall amount of projects in the Grant Agreement with the grant match is \$8,528,685.

The Board of Supervisors in November 2013 determined that the Last Chance II project contained within the grant should no longer be implemented and the remaining funds attached to this project should be reprogrammed to other projects. Staff has been actively working on this Board direction since this determination by the Board of Supervisors. Staff would like to note that DWR had no issues with this Board decision and has also actively worked with staff on reprogramming the remaining funds that were dedicated to the Last Chance II project. This is the first of several projects that will be coming to the Board for approval related to reprogramming of the Last Chance II project funds, which are approximately \$2,200,000.

Staff would like to note that there will be modifications to some of the existing projects within the Prop 50 Grant Agreement also forthcoming, as since the Grant Agreement was approved on June 2, 2009, the projects in the Grant Agreement have been re-thought in light of today and slight modifications are needed. Staff is actively working with the project sponsors and DWR staff on these modifications.

Staff Comment

The Greenville Water and Sewer System Repair project is timely as the Plumas County Department of Public Works and Caltrans have been working on a Caltrans Highway Improvement Project for State Highway 89 through Greenville for a number of years, and this project will match well with this project.

This project consists of water and sewer system repairs within the community of Greenville that were identified in the Condition Assessment prepared in anticipation of improvements to the State Highway 89 and adjoining County roads. The sewer system repairs include replacement of numerous mains, lining of select mains, cleaning and jetting of mains, replacement of a cleanout, and root treatment. Water system repairs include replacement of water mains, new water and service meters, and numerous gate valves.

ACTIONS FOR CONSIDERATION

Staff recommends the Board of the Supervisors take the following action.

- I. Approve the attached Amendment to the Prop 50 Grant Agreement between the Department of Water Resources and the Plumas County Flood Control and Water Conservation District regarding reprogramming of grant funding in the amount of \$1,290,000 to the Greenville Water and Sewer System Repairs project and authorize the Co-Manager of the Plumas County Flood Control and Water Conservation District to sign the Amendment.

Attachment:

Amendment of the Grant Agreement between the Plumas County and the Department of Water Resources

5A

DEPARTMENT OF HUMAN RESOURCES

520 Main Street, Room 115, Quincy, California 95971

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

Email: gaylatrumbo@countyofplumas.com



Gayla S. Trumbo
Human Resources
Director

DATE: February 18, 2015

TO: The Honorable Board of Supervisors

FROM: Gayla Trumbo, Human Resources Director

SUBJECT: AGENDA ITEM FOR BOARD OF SUPERVISORS MEETING OF MARCH 3, 2015.

RE: (A) APPROVE RESOLUTION TO ESTABLISH PROCEDURE FOR INDUSTRIAL DISABILITY RETIREMENT DETERMINATIONS OF LOCAL SAFETY OFFICER EMPLOYEES OF THE PUBLIC EMPLOYEE RETIREMENT SYSTEM.

(B) APPROVE RESOLUTION DELEGATING THE INITIAL DETERMINATION AUTHORITY UNDER SECTION 21173 OF THE GOVERNMENT CODE REGARDING INDUSTRIAL DISABILITY.

IT IS RECOMMENDED THAT THE BOARD:

- A. Approve resolution establishing procedures for Industrial Disability Retirement Determination of Local Safety Officers.
- B. Approve resolution delegating the initial determination authority under section 21173 of the Government Code regarding Industrial Disability.

BACKGROUND AND DISCUSSIONS:

It has been recommended by legal counsel, that Plumas County establish procedural requirements to process industrial disability retirement claims for safety officers to comply with Cal PERS law. Our past practice has been the Board of Supervisors has made the determination of the initial decision. This has worked for the County in the past due to the fact that we have not had an appeal of the initial decision. However, regulations have changed in the initial determination and the appeal process.

California Appellate Court Decisions addressing the applicability of the Administrative Procedure Act (APA) pertaining to disability retirement litigation make it important to update or establish guidelines for dealing with industrial disability retirement claims received from safety

members who are employed by California Public Employees Retirement System (CalPERS) member agencies.

When a local safety officer applies for an Industrial Disability Retirement (IDR), Government Code Section 21154 and 21156 require that the contract agency make two determinations. First, the contract agency must determine whether the applicant for the IDR is unable to perform his or her job duties. Secondly, they must make a determination as to whether or not the physical or mental disability the applicant claims prohibits the performance of his or her job duties is directly the result of an industrial injury arising out of, and occurring within, the scope of his or her job duties. Typically, other agencies are delegating the initial determination to the County Administrative Officer or his designee. Taking in consideration that in the past we have had a County Administrative Officer and the possibility remains that at some point the County may again, I have included this position as the first designee. In establishing these procedures in the absence of a County Administrative Officer the responsibility will go to the County Risk Manager. Should the County Administrative Officer and the County Risk Manager positions be vacant, responsibility will go to the Human Resources Director.

If this initial determination is a denial of the industrial disability retirement, a local safety member may appeal this determination to either the governing body or to an Administrative Law Judge (ALJ). The Board of Supervisors determines which process to utilize and either process must conform to the Administrative Procedure Act.

In compliance with CalPERS law, the procedure is outlined in detail in the attached resolution.

Alternatives:

The Board of Supervisors has the following alternatives:

1. Approve the proposed resolution to establish procedures for Industrial Disability Retirement; and approve resolution to delegate the initial determination authority to those suggested or to others.
2. Modify the proposed resolutions to establish procedures for industrial disability retirement claims process, giving the responsibility to hear appeals to an Administrative Law Judge rather than the Board of Supervisors.
3. Decline to approve the amendments to the industrial disability retirement claims process.

In conclusion for the reasons set forth above, staff believes it is in the best interest of the County to approve the attached resolution amending the industrial disability retirement claims process to provide that appeals from industrial disability retirement claims be heard by the Board of Supervisors following the Administrative Procedures Act.

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

RESOLUTION NO. _____

**RESOLUTION ESTABLISHING PROCEDURE FOR INDUSTRIAL DISABILITY
RETIREMENT DETERMINATIONS OF LOCAL SAFETY OFFICER EMPLOYEES OF
THE PUBLIC EMPLOYEE RETIREMENT SYSTEM**

WHEREAS, the County of Plumas is establishing procedures for Industrial Disability Retirement determinations of Local Safety Officer Employees of the Public Employees Retirement System.

BE IT HEREBY RESOLVED by the Board of Supervisors of the County of Plumas that following the filing of an application for Industrial Disability Retirement by a local safety officer under the California Employees Retirement System, the following procedures shall be employed:

1. An initial determination shall be made by the County of Plumas upon receipt of written argument, medical reports, medical records and further available evidence offered by either the Applicant or the County to determine whether the Applicant is incapacitated from the performance of his or her job duties and whether said incapacity is the direct result of an industrial injury arising out of and occurring in the course and scope of his or her employment. The determination shall be made within six months of the date of the receipt by the County from Cal PERS unless this time requirement is waived in writing by the Applicant. The determination shall be made by the County Administrative Officer. In the event the County does not have a County Administrative Officer the determination will fall to the County Risk Manager.
 - A. If it is determined by the County that the Applicant is incapacitated, and the incapacity is the direct result of industrial injury occurring in the course and scope of his or her employment, the County Executive Officer or County Risk Manager will so certify to Cal PERS.
 - B. If it is determined that the Applicant is incapacitated, but that the cause of the incapacity is non-industrial, the County Executive Officer or the County Risk Manager, will so certify to Cal PERS.
 - C. If it is determined that the Applicant is incapacitated, and Applicant intends that the cause of the incapacity is the direct result of an industrial injury occurring within the course and scope of his or her employment, either Applicant or the County may petition the Workers' Compensation Appeals Board (WCAB) for a Finding of Fact to determine causation. If the Workers' Compensation Appeals Board (WCAB) determines that the cause of the incapacity is the direct result of

an industrial injury occurring during the course and scope of his or her employment, or non-industrial, the County will so certify to Cal PERS.

- D. If the County determines that the Applicant is not incapacitated from the performance of his or her job duties, the County shall notify the Applicant and Cal PERS of this determination. The County shall notify the Applicant by certified mail (return receipt requested) or by personal service, of his or her right to appeal their decision and request a hearing within thirty days of receipt of the notice.
2. If the Applicant requests a Hearing, the Hearing shall be held in conformity with the with the Administrative Procedure Act. When the Applicant requests a Hearing, the County shall notify Cal PERS. The County will also notify the Office of Administrative Hearings and request a Pre-Hearing Conference with an Administrative Law Judge and a hearing date. The applicant will be informed that the hearing date will be held at the time and place designated by the Office of Administrative Hearings which shall set a Pre-Hearing Conference Date and a Hearing Date.

The Hearing shall be conducted before the County of Plumas Board of Supervisors, with an Administrative Law Judge acting as the presiding officer.

An administrative record shall be generated at the Hearing pursuant to the Administrative Procedures Act. All testimony shall be recorded by a Certified Shorthand Reporter.

Following the Hearing a Decision and Findings of Fact shall be made by the Board of Supervisors. The Decision and Findings of Fact shall be served on the Applicant by Certified Mail (return receipt requested) or by personal service. Applicant shall also be advised of his or her appeal rights as follows:

1. On the issue of incapacity, Applicant shall also be informed of his or her right to file a Petition for Writ of Mandate pursuant to CCP Code §1094.6.
2. On the issue of industrial causation, where there has been no prior final determination by the Workers' Compensation Appeals Board, Applicant may file a Petition for Findings of Fact pursuant to the provisions of Government code §21166 with the Workers' Compensation Appeals Board within the time limits prescribed in CCP Code §1094.6.

The foregoing Resolution is 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 17th day of February 17, 2015, by the following vote:

AYES: Supervisors

NOES: Supervisors

ABSENT: Supervisors

ATTEST:

Chairperson, Board of Supervisors

Executive Clerk/Board of Supervisors

RESOLUTION _____

**RESOLUTION TO DELEGATE AUTHORITY IN THE DETERMINATION WHETHER
DISABILITY IS "INDUSTRIAL" PURSUANT TO GOVERNMENT CODE §21173.**

WHEREAS, the County of Plumas (hereinafter referred to as Agency) is a contracting agency of the Public Employees' Retirement System; and

WHEREAS, the Public Employees' Retirement Law requires that a contracting agency determine whether an employee of such agency in employment in which he/she is classified as a local safety member is disabled for the purposes of the Public Employee Retirement Law and whether such disability is "industrial" within the meaning of such law:

WHEREAS, the County of Plumas Board of Supervisors has determined upon legal advice that it may delegate authority under Section 21173 of the Government Code to make such determination to the incumbent of the County Administrative Officer. Should the County not have an incumbent in the position of County Administrative Officer the determination will be made by the County Risk Manager. If the positions of County Administrative Officer and the County Risk Manager are vacant the determination will be made by the County Human Resources Director.

NOW, THEREFORE, BE IT RESOLVED:

That the County of Plumas Board of Supervisors delegate and does hereby delegate to the incumbent County Administrative Officer authority to make initial determinations under Government Code §21152 (c), on behalf of the agency, of disability and whether such disability is industrial and in the event no timely appeals are filed to certify such determinations and all other necessary information to the Public Employers Retirement System. Should the position of County Administrative Officer be vacant the County Risk Manager will make this initial determination. In the absence of a County Administrative Officer and County Risk Manager the initial determination will fall to the County Human Resources Director.

In the event of timely appeals final determination under Government Code §21157 shall be made by the County Board of Supervisors sitting as Trier of Fact in accordance with procedure set forth in Resolution No. _____.

BE IT FURTHER RESOLVED that such incumbent be and he/she is authorized to make applications on behalf of the agency for disability retirement of all employees and to initiate requests for reinstatement of such employees who are retired for disability.

The foregoing Resolution is duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 3rd day of March, 2015 by the following vote:

AYES: Supervisors

NOES: Supervisors

ABSENT: Supervisors

Chairperson, Board of Supervisors

ATTEST:

Executive Clerk/Board of Supervisors

DEPARTMENT OF HUMAN RESOURCES

520 Main Street, Room 115, Quincy, California 95971

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

Email: gaylatrumbo@countyofplumas.com



DATE: February 20, 2015

TO: The Honorable Board of Supervisors

FROM: Gayla Trumbo, Human Resources Director

SUBJECT: AGENDA ITEM FOR BOARD OF SUPERVISORS MEETING OF MARCH 3, 2015.
RE: ADOPT RESOLUTION AMENDING THE JOB DESCRIPTIONS OF MENTAL HEALTH THERAPIST I; MENTAL HEALTH THERAPIST II; BEHAVIORAL HEALTH THERAPIST I AND BEHAVIORAL HEALTH THERAPIST II.

ADOPT RESOLUTION TO AMEND THE SALARY CLASSIFICATION OF BEHAVIORAL HEALTH THERAPIST I AND II.

ADOPT RESOLUTION TO ADD THE POSITIONS OF MENTAL HEALTH THERAPIST III AT RANGE 2435; BEHAVIORAL HEALTH THERAPIST III AT RANGE 2678; MENTAL HEALTH SERVICES ACT COORDINATOR AT RANGE 2628; MENTAL HEALTH DEPUTY DIRECTOR AT RANGE 3230; AND PROGRAM CHIEF NURSING AT RANGE 2691 TO THE CLASSIFICATION PLAN.

ADOPT RESOLUTION ALLOCATING POSITIONS TO MENTAL HEALTH DEPARTMENT - 70570, MHSAs - 70571 AND AB 109 MENTAL HEALTH SET ASIDE - 70569; AND APPROVAL TO FILL THESE POSITIONS.

IT IS RECOMMENDED THAT THE BOARD:

Adopt resolution amending the job descriptions of Mental Health Therapist I; Mental Health Therapist II, Behavioral Health Therapist I, and Behavioral Health Therapist II.

Adopt resolution to amend the salary classification of Behavioral Health Therapist I from range 2009 to 2214, and Behavioral Health Therapist II from 2214 to 2435.

Adopt resolution to add the positions of Mental Health Therapist III at Range 2435, Behavioral Health Therapist III at Range 2678, Mental Health Services Act Coordinator at Range 2628, Mental Health Deputy Director at Range 3230, and Program Chief Nursing at Range 2691.

Adopt resolution allocating various positions to Mental Health Department - 70570, MHSAs - 70571, and AB 109 Mental Health Set Aside - 70569; and approval to fill of these positions.

BACKGROUND AND DISCUSSIONS:

On December 2, 2014, the Mental Health Director Mr. Peter Livingston presented to the Board proposed program and budget adjustments for the Department of Mental Health. Within this proposal there were seven classifications listed with the number of full time equivalent positions needed in each classification. Three of these classifications were currently in our County Classification & Salary Plan. Therefore, they were moved forward for approval at the Board meeting of December 16, 2014. Today further classifications are being brought to you along with positions for the Mental Health Services Act 3- year plan implementation.

The first resolution for your consideration involves four job descriptions that are already within our County Classification Plan. They are the Mental Health Therapist I and II; and the Behavioral Health Therapist I and II. In reviewing these job descriptions it was found that amendments needed to be made in the areas of who the incumbent reports to; and in the training and experience needed to qualify for these positions. In addition we updated these job descriptions to identify that as a County employee you are designated Disaster Service Workers. These four amended job descriptions were provided to the Union for the meet and confer process and the Union has no issue on these changes.

The second resolution is to adjust the salary classification of the Behavioral Health Therapist I and Behavioral Health Therapist II. When creating the Behavioral Health Therapist I and II it was determined that the salary should be the same as the Mental Health Therapist I and II. However, in reviewing these job descriptions it was noted that the Behavioral Health Therapist series requirements are different than those in the Mental Health Therapist series. The Behavioral Health Therapist series must meet certification requirements of California Department of Health Care Services which is the recognized certification organization for certifications in Alcohol and Drug. Due to the additional requirement of the California Department of Health Alcohol and Drug certification it is recommended that a 5% higher salary classification be given to the Behavioral Health I, and II.

The third resolution is to establish five new classifications within our classification plan. They are Mental Health Therapist III range 2435, Behavioral Health Therapist III at range 2678, Mental Health Services Act Coordinator at range 2628, Mental Health Deputy Director at range 3230, and Mental Health Program Chief Nursing at range 2691. These five positions were presented to the Board during the Mental Health's "Summary of PCMH Program and Budget Adjustments" that was presented in December by the Mental Health Director Peter Livingston. In addition, you also received information of the intent to create some of these positions within the presentation of the MHSA 3 – Year Plan implementation. These five classifications have been reviewed by the Union and there is no issue from the Union to move forward.

The last resolution is to allocate various classifications into the Mental Health Department 70570 Mental Health, 70571 MHSA; and 70569 AB109 – Mental Health Set Aside and to approve the filling of these positions. This allocation adjustment is based on the Mental Health "Summary of PCMH Program and Budget" report of December 2014 and the MHSA – 3 – Year Plan." This resolution adds the following classifications into the 14-15 Position Allocation:

70570 Mental Health

Mental Health Deputy Director	.50 FTE
Behavioral Health III, or II, or I or Mental Health Therapist I, II or III.	<u>4.0 FTE</u>
Total increase to 70570	4.5 FTE

70571 MHSAs

MHSAs Coordinator	1.0 FTE
Quality Assurance Coordinator	1.0 FTE
Office Supervisor	5.0 FTE
Fiscal Technical Service Asst. I or II or III	2.0 FTE
Program Chief – Nursing	1.0 FTE
Psychiatric Nurse I or II or Registered Nurse I or II or Licensed Vocational Nurse I or II	3.0 FTE
Behavioral Health Therapist I or II or III, or Mental Health Therapist I or II or III.	6.0 FTE
Community Care Case Manager	<u>6.0 FTE</u>
Total increase to 70571	25.0 FTE

70569 AB109 MH Set Aside

Behavioral Health III, or II, or I or Mental Health Therapist I, II or III.	2.0 FTE
Community Care Case Manager	<u>1.0 FTE</u>
Total increase to 70569	3.0 FTE

Grand total of full time equivalent positions to be added to Mental Health Departments is 32.5.

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

RESOLUTION NO. _____

**RESOLUTION TO ADOPT AMENDMENTS TO THE JOB DESCRIPTIONS OF
MENTAL HEALTH THERAPIST I, II AND BEHAVIORAL HEALTH
THERAPIST I AND II.**

WHEREAS, Plumas County Personnel Rule 5.01 provides amendments to be made by resolution of the classification plan covering all positions in the County service; and **WHEREAS**, the Human Resources Director and the Mental Health Director have reviewed the job descriptions of Mental Health Therapist I, II, Behavioral Health Therapist I and II and find it necessary to amend these job descriptions; and **WHEREAS**, with the reorganization of the Mental Health Department and the various new positions being added it is necessary for the Mental Health Therapist I, II, Behavioral Health Therapist I and II to be updated; and **WHEREAS**, the main area of change to these classifications is to whom the incumbents will be reporting to and supervised by; and **WHEREAS**, Operating Engineers Representative, Gregory Ramirez has reviewed these changes and has no issue with moving forward.

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

The job descriptions of the Mental Health Therapist I, Mental Health Therapist II, Behavioral Health Therapist I and Behavioral Health Therapist II are hereby amended as presented to the Board of Supervisor.

The foregoing Resolution is duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 3rd day of March 2015, by the following vote:

AYES:	Supervisors
NOES:	Supervisors
ABSENT:	Supervisors

Chairperson, Board of Supervisors

ATTEST:

Executive Clerk/ Board of Supervisors

BEHAVIORAL HEALTH THERAPIST I

DEFINITION

Under supervision of a licensed clinical supervisor to provide integrated mental health and alcohol and drug counseling and treatment to individuals with qualifying mental and alcohol and drug conditions. Serves a population of individuals that typically have legal problems, multiple incarcerations or are at risk of incarceration.

DISTINGUISHING CHARACTERISTICS

This is entry and first working level class in the Behavioral Health Therapist series. It differs from the behavioral Health Therapist II in that incumbents function under more direct supervision of a licensed clinician and are not licensed, but are eligible to be licensed.

REPORTS TO

Mental Health Director, Mental Health Deputy Director, Mental Health Program Chief, Mental Health Services Act Coordinator, may report to Behavioral Health Therapist III or Mental Health Therapist III for lead direction.

CLASSIFICATIONS DIRECTLY SUPERVISED

None.

BEHAVIORAL HEALTH THERAPIST I - 2

EXAMPLES OF DUTIES

- Performs intake assessments and evaluation of individuals with primary mental health, primary alcohol and drug problems and individuals with co-occurring disorders.
- Formulates treatment plans that integrate mental health and alcohol and substance abuse treatment models in collaboration with individuals served.
- Coordinates care with other providers including, case managers, primary care providers, probation and the courts.
- Completes reports that inform the Court and Probation of progress and treatment challenges.
- Maintains an awareness of mental health and alcohol and drug counseling methodologies.
- Provides crisis intervention and assessment for individuals with primary mental health diagnosis, primary alcohol and substance abuse diagnosis and individuals with co-occurring disorders.
- Prepares case histories and maintains patient records.
- Makes referrals to appropriate professionals or outside agencies.
- Participates in the assessment of client needs and consults with others in developing therapeutic goals and objectives.
- Participates in mental health and alcohol and drug education program, conferences and community programs.
- Attends training conferences relevant to current mental health alcohol and drug and co-occurring disorders.
- Performs community outreach and education assignments.
- Participates in the emergency "on-call" system on a rotating basis.
- Operates a personal computer and effectively utilizes an electronic health records system.
- Conducts recovery activities, case management, and completes related work as required.
- Understands State and Federal laws regarding privacy, confidentiality and security.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; lift and move object weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

BEHAVIORAL HEALTH THERAPIST I - 3

TYPICAL WORKING CONDITIONS

Work is usually performed in an office or community environment; continuous contact with staff and the public. This position may require routine driving to locations throughout the county for the performance of work.

DESIRABLE QUALIFICATIONS

Knowledge of:

- Principles, procedures, techniques, and trends for the counseling, therapy and guidance of individuals, groups, and families in behavioral health programs.
- Therapeutic treatment methods and procedures in the mental health and alcohol and drug field.
- State, Federal, and local laws, regulations, and requirements for the provision of mental health and alcohol and drug services and programs.
- Current practices and techniques in psychotherapeutic and recovery model treatments.
- The scope and activities of public and private agencies in the behavioral health field.
- Psychotropic medications, medications and substances associated with addiction and abuse.
- Quality Assurance practices and standards.
- Crisis Counseling Techniques.
- Psycho-social aspects of mental illnesses and dependency.

Ability to:

- Perform a variety of mental health/behavioral health therapeutic services, client assessments, and client counseling.
- Analyze case information and reach sound diagnostic and treatment decisions.
- Perform skilled counseling.
- Maintain composure and awareness during crisis interventions.
- Develop and maintain confidence and cooperation of individuals with mental health and substance abuse/dependency and their families.
- Prepare clear, relevant and accurate reports.
- Interpret and apply complex mental health and alcohol and drug program rules, regulations and policies.
- Consistently document all assessments, treatment plans and service interventions in a manner that complies with all audit and regulatory requirements.
- Effectively represent the Mental Health Department in contacts with clients and the public.
- Establish and maintain effective working relationships with staff, other agencies, and the public.

BEHAVIORAL HEALTH THERAPIST I - 4

Training and Experience:

Possession of a master's degree in Social Work, Psychology, counseling or appropriate related field, received from an accredited institution.

Special Requirements: Possession of a license, or eligible to be licensed, as a Licensed Clinical Social Worker (LCSW), Licensed Marriage and Family Therapist (LMFT), or Licensed Professional Clinical Counselor issued by the California State Board of Behavioral Science Examiners or Clinical Psychologist by the Board of Medical Examiners. Must meet the certification requirements of the Licensing and Certification Division of the State of California Department of Health Care Services. If not licensed this individual must complete AOD counselor certification within five (5) years from the date of registration per DHCS regulations.

Must possess a valid driver's license at time of application and a valid California Driver's License by the time of appointment. The valid California Driver's License must be maintained throughout employment.

All County of Plumas employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

BEHAVIORAL HEALTH THERAPIST II

DEFINITION

Under supervision of a licensed clinical supervisor to provide integrated mental health and alcohol and drug counseling and treatment to individuals with qualifying mental and alcohol and drug conditions. This position serves a population of individuals that typically have legal problems, multiple incarcerations, relational problems and are at risk of incarceration.

DISTINGUISHING CHARACTERISTICS

This position is a journey level class in the Behavioral Health Therapist series. It differs from the Behavioral Health Therapist I in that incumbents function under less supervision and are licensed. They may travel to different communities throughout the County to provide counseling and treatment services.

REPORTS TO

Mental Health Director, Mental Health Deputy Director, Mental Health Program Chief, may report to Behavioral Health Therapist III or Mental Health Therapist III for lead direction.

CLASSIFICATIONS DIRECTLY SUPERVISED

None.

BEHAVIORAL HEALTH THERAPIST II - 2

EXAMPLES OF DUTIES

- Performs intake assessments and evaluation of individuals with primary mental health, primary alcohol and drug problems and individuals with co-occurring disorders.
- Formulates treatment plans that integrate mental health and alcohol and substance abuse treatment models in collaboration with individuals served.
- Coordinates care with other providers including, case managers, primary care providers, probation and the courts.
- Completes reports that inform the Court and Probation of progress and treatment challenges.
- Maintains an awareness of mental health and alcohol and drug counseling methodologies.
- Provides crisis intervention and assessment for individuals with primary mental health diagnosis, primary alcohol and substance abuse diagnosis and individuals with co-occurring disorders.
- Prepares case histories and maintains patient records.
- Makes referrals to appropriate professionals or outside agencies.
- Participates in the assessment of client needs and consults with others in developing therapeutic goals and objectives.
- Participates in mental health and alcohol and drug education program, conferences and community programs.
- Attends training conferences relevant to current mental health alcohol and drug and co-occurring disorders.
- Performs community outreach and education assignments.
- Participates in the emergency "on-call" system on a rotating basis.
- Operates a personal computer and effectively utilizes an electronic health records system.
- Conducts recovery activities, case management, and completes related work as required.
- Understands State and Federal laws regarding privacy, confidentiality and security.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; lift and move object weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

BEHAVIORAL HEALTH THERAPIST II - 3

TYPICAL WORKING CONDITIONS

Work is usually performed in an office or community environment; continuous contact with staff and the public. This position requires routine driving throughout the county and occasional driving outside the county to various sites.

DESIRABLE QUALIFICATIONS

Knowledge of:

- Principles, procedures, techniques, and trends for the counseling, therapy and guidance of individuals, groups, and families in behavioral health programs.
- Therapeutic treatment methods and procedures in the mental health and alcohol and drug field.
- State, Federal, and local laws, regulations, and requirements for the provision of mental health and alcohol and drug services and programs.
- Current practices and techniques in psychotherapeutic and recovery model treatments.
- The scope and activities of public and private agencies in the behavioral health field.
- Psychotropic medications, medications and substances associated with addiction and abuse.
- Quality Assurance practices and standards.
- Crisis Counseling Techniques.
- Psycho-social aspects of mental illnesses and dependency.

Ability to:

- Perform a variety of mental health/behavioral health therapeutic services, client assessments, and client counseling.
- Analyze case information and reach sound diagnostic and treatment decisions.
- Perform skilled counseling.
- Maintain composure and awareness during crisis interventions.
- Develop and maintain confidence and cooperation of individuals with mental health and substance abuse/dependency and their families.
- Prepare clear, relevant and accurate reports.
- Interpret and apply complex mental health and alcohol and drug program rules, regulations and policies.
- Consistently document all assessments, treatment plans and service interventions in a manner that complies with all audit and regulatory requirements.
- Effectively represent the Mental Health Department in contacts with clients and the public.
- Establish and maintain effective working relationships with staff, other agencies, and the public.

BEHAVIORAL HEALTH THERAPIST II - 4

Training and Experience:

Possession of a master's degree in Social Work, Psychology, Counseling, Psychiatric Nursing or appropriate related field from an accredited institution and two (2) years of post-master experience equivalent to a Behavioral Health Therapist I in Plumas County.

Special Requirements: Possession of a license, as a Licensed Clinical Social Worker (LCSW), or Licensed Marriage and Family Therapist (LMFT), or Licensed Professional Clinical Counselor (LPCC) issued by the California State Board of Behavioral Science Examiners or Clinical Psychologist by the Board of Medical Examiners. Must meet certification requirements of the Licensing and Certification Division of the State of California Department of Health Care Services. If not licensed this individual must complete AOD counselor certification within five (5) years from the date of registration per DHCS regulations.

Must possess a valid driver's license at time of application and a valid California Driver's License by the time of appointment. The valid California Driver's License must be maintained throughout employment.

All County of Plumas employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

MENTAL HEALTH THERAPIST I

DEFINITION

Under supervision to provide mental health counseling and treatment to mentally and emotionally disturbed children, adults, and families; to provide individual and group therapy; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

This is entry and first working level class in the Mental Health Therapist series. It differs from the Mental Health Therapist II in that incumbents function under more direct supervision and are not licensed, but are eligible to be licensed.

REPORTS TO

Mental Health Director, Mental Health Deputy Director, Mental Health Program Chief, Mental Health Services Act Coordinator, may report to Behavioral Health Therapist III or Mental Health Therapist III for lead direction.

CLASSIFICATIONS DIRECTLY SUPERVISED

None.

MENTAL HEALTH THERAPIST I - 2

EXAMPLES OF DUTIES

- Performs intake assessments and evaluation of problems.
- Formulates treatment plans, participating as a member of a multi-disciplinary treatment team.
- Provides crisis intervention.
- Prepares case histories and maintains patient records.
- Makes referrals to appropriate professionals or outside agencies.
- Participates in the assessment of client needs and consults with others in developing therapeutic goals and objectives.
- Integrates client counseling services with other mental health services, treatment, and provider agencies.
- Participates in mental health education programs, conferences and community programs.
- Attends training conferences relevant to current mental health problems.
- Performs community outreach and education assignments.
- Participates in the emergency "on-call" system on a rotating basis.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; lift and move object weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

TYPICAL WORKING CONDITIONS

Work is usually performed in an office environment; continuous contact with staff and the public.

MENTAL HEALTH THERAPIST I - 3

DESIRABLE QUALIFICATIONS

Knowledge of:

- Principles, procedures, techniques, and trends for the counseling, therapy and guidance of individuals, groups, and families in mental health programs.
- Therapeutic treatment methods and procedures in the mental health field.
- State, Federal, and local laws, regulations, and requirements for the provision of mental health services and programs.
- Current practices and techniques in psychotherapeutic treatment.
- The scope and activities of public and private agencies in the mental health field.
- Psychotropic medications.
- Quality Assurance practices and standards.
- Crisis Counseling Techniques.
- Psycho-social aspects of mental illnesses.

Ability to:

- Perform a variety of mental health therapeutic services, client assessments, and client counseling.
- Analyze case information and reach sound diagnostic and treatment decisions.
- Perform skilled counseling.
- Maintain composure and awareness during crisis interventions.
- Develop and maintain confidence and cooperation of emotionally disturbed patients and their families.
- Prepare clear, relevant and accurate reports.
- Interpret and apply complex mental health program rules, regulations and policies.
- Effectively represent the Mental Health Department in contacts with clients and the public.
- Establish and maintain effective working relationships with staff, other agencies, and the public.

MENTAL HEALTH THERAPIST I - 4

Training and Experience: Any combination of training and experience which would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Possession of a master's degree in Social Work, Psychology, counseling or appropriate related field, received from an accredited institution.

Special Requirements:

Possession of a license, or eligible to be licensed, as a Licensed Clinical Social Worker (LCSW), Licensed Marriage and Family Therapist (LMFT), or Licensed Professional Clinical Counselor (LPCC) issued by the California State Board of Behavioral Science Examiners or Clinical Psychologist by the Board of Medical Examiners.

Must possess a valid driver's license at time of application and a valid California Driver's License by the time of appointment. The valid California Driver's License must be maintained throughout employment.

All County of Plumas employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

MENTAL HEALTH THERAPIST II

DEFINITION

Under direction to provide mental health counseling and treatment to mentally and emotionally disturbed children, adults, and families; to provide individual and group therapy; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

This position is the first level in the journey class series of Mental Health Therapist. It differs from the Mental Health Therapist I in that incumbents function under less supervision and are licensed. They may travel to different communities throughout the County in providing counseling and treatment services.

REPORTS TO

Mental Health Director, Mental Health Deputy Director, Mental Health Program Chief, Mental Health Services Act Coordinator, may report to Behavioral Health Therapist III or Mental Health Therapist III for lead direction.

CLASSIFICATIONS DIRECTLY SUPERVISED

None.

MENTAL HEALTH THERAPIST II -2

EXAMPLES OF DUTIES

- Performs intake assessments and evaluation of problems.
- Formulates treatment plans, participating as a member of a multi-disciplinary treatment team.
- Provides emergency consultation and crisis intervention.
- Prepares case histories and maintains patient records.
- Makes referrals to appropriate professionals or outside agencies.
- Participates in the assessment of program needs and consults with others in developing therapeutic goals and objectives.
- Integrates services with other mental health services, treatment, and provider agencies.
- Performs specialized treatment planning and diagnostic services as well as psychotherapy services including direct and indirect services.
- Provides peer reviews.
- Travels to different communities and satellite clinics in providing services.
- Provides court ordered evaluations.
- Evaluates clients and makes determinations regarding acute care hospitalization.
- May develop, conduct, and coordinate training programs on diagnostic and treatment methods.
- May supervise interns in professional training.
- Participates in mental health education programs, conferences and community programs.
- Attends training conferences relevant to current mental health problems.
- Performs community outreach and education assignments.
- Participates in the emergency "on-call" system on a rotating basis.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; lift and move object weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

TYPICAL WORKING CONDITIONS

Work is usually performed in an office environment; continuous contact with staff and the public.

MENTAL HEALTH THERAPIST II - 3

DESIRABLE QUALIFICATIONS

Knowledge of:

- Principles, procedures, techniques, and trends for the counseling, therapy and guidance of individuals, groups, and families in mental health programs.
- Therapeutic treatment methods and procedures in the mental health field.
- State, Federal, and local laws, regulations, and requirements for the provision of mental health services and programs.
- Current practices and techniques in psychotherapeutic treatment.
- The scope and activities of public and private agencies in the mental health field.
- Psychotropic medications.
- Treatment research, development, and implementation.
- Quality Assurance practices and standards.
- Crisis Counseling Techniques.
- Psycho-social aspects of mental illnesses.

Ability to:

- Perform a variety of mental health therapeutic services, client assessments, and client counseling.
- Analyze case information and reach sound diagnostic and treatment decisions.
- Perform skilled counseling.
- Maintain composure and awareness during crisis interventions.
- Develop and maintain confidence and cooperation of emotionally disturbed patients and their families.
- Prepare clear, relevant and accurate reports.
- Develop and present public presentations.
- Enforce Quality Assurance Standards.
- Interpret and apply complex mental health program rules, regulations and policies.
- Effectively represent the Mental Health Department in contacts with clients and the public.
- Establish and maintain effective working relationships with staff, other agencies, and the public.

MENTAL HEALTH THERAPIST II - 4

Training and Experience:

Possession of a master's degree in Social Work, Psychology, Counseling, Psychiatric Nursing or appropriate related field from an accredited institution and two (2) years of post-master experience equivalent to a Mental Health Therapist I in Plumas County.

Special Requirements: Possession of a license as a Licensed Clinical Social Worker (LCSW), Licensed Marriage and Family Therapist (LMFT) or Licensed Professional Clinical Counselor (LPCC) issued by the California State Board of Behavioral Science Examiners or Clinical Psychologist by the Board of Medical Examiners.

Must possess a valid driver's license at time of application and a valid California Driver's License by the time of appointment. The valid California Driver's License must be maintained throughout employment.

All County of Plumas employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

RESOLUTION NO. _____

RESOLUTION TO AMEND PLUMAS COUNTY SALARY CLASSIFICATION FOR THE BEHAVIORAL HEALTH THERAPIST I AND II.

WHEREAS, Plumas County Personnel Rule 5.01 provides amendments to be made by resolution of the classification plan covering all positions in the County service; and

WHEREAS, when the original job description was created the salary range was established at the same rate as the Mental Health Therapist I and II; and

WHEREAS, during the reorganization of the Mental Health Department classifications were reviewed for updates and amendments; and

WHEREAS, with this review it was noted that the Behavioral Health Therapist I and II job descriptions has an additional requirement of certification that is not required of the Mental Health Therapist series; and

WHEREAS, in reviewing the Behavioral Health Therapist series it is recommended that a 5% higher salary be established above the Mental Health Therapist series in recognition of the addition certification; and

WHEREAS, this also provides a larger career ladder and incentive to incumbents to achieve this certification; and

WHEREAS, a meet and confer was conducted with Gregory Ramirez the Union Representative of Operating Engineers and the Union has no issue in moving forward.

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

Approve the amendment to the salary classification of the Behavior Health Therapist I, from range 2009 to 2214; and the Behavior Health Therapist II from range 2214 to 2435.

The foregoing Resolution, was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 3rd day of March, 2015, by the following vote:

AYES: Supervisors
NOES: Supervisors
ABSENT: Supervisors

Chairperson, Board of Supervisors

ATTEST:

Executive Clerk/Board of Supervisors

RESOLUTION NO. _____

RESOLUTION TO ADOPT THE JOB DESCRIPTIONS AND SALARY CLASSIFICATIONS OF MENTAL HEALTH THERAPIST III RANGE 2435, BEHAVIORAL HEALTH THERAPIST III RANGE 2678, MENTAL HEALTH SERVICES ACT COORDINATOR RANGE 2628, MENTAL HEALTH DEPUTY DIRECTOR RANGE 3230, AND PROGRAM CHIEF NURSING RANGE 2691.

WHEREAS, Plumas County Personnel Rule 5.01 provides amendments to be made by resolution of the classification plan covering all positions in the County service; and **WHEREAS**, Human Resources Director Gayla Trumbo received a request from Mental Health Director Peter Livingston to establish the classifications of Mental Health Therapist III at range 2435; Behavioral Health Therapist III at range 2678; Mental Health Service Act Coordinator at range 2628; Mental Health Deputy Director at range 3230; and Program Chief Nursing range 2691.

WHEREAS, these positions were within the Summary of PCMH Program and Budget presented to the Board in December 2, 2014; and within the Mental Health Service Act – 3 Year Plan; and

WHEREAS, a meet and confer was conducted with Mr. Gregory Ramirez Representative of Operating Engineers, and at the completion of the meet and confer process the Union has agreed in moving forward with these new job descriptions and salary classifications.

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

The County's classification plan is hereby amended to reflect the addition of the following positions as presented to the Board:

Mental Health Therapist III range 2435
Behavioral Health Therapist III range 2678
Mental Health Services Act Coordinator range 2628
Mental Health Deputy Director range 3230
Program Chief Nursing range 2691

The foregoing Resolution is duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 3rd day of March, 2015 by the following vote:

AYES: Supervisors
NOES: Supervisors
ABSENT: Supervisors

Chairperson, Board of Supervisors

ATTEST:

Executive Clerk/Board of Supervisors

BEHAVIORAL HEALTH THERAPIST III

DEFINITION

Under general direction to plan, organize and assist with clinical supervision for assigned staff and Mental Health programs; to provide integrated mental health and alcohol and drug counseling and treatment to individuals with qualifying mental and alcohol and drug conditions. Assists with service development, review, and evaluations; and provides services to a population of individuals that typically have legal problems, multiple incarcerations, relational problems and are at risk of incarceration; and to do work as required.

DISTINGUISHING CHARACTERISTICS

This class is an advanced journey level Behavioral Health Therapist classification series. As a lead clinical position within the Mental Health Department, incumbent will be responsible for assisting with the coordination and staff leadership of professional level staff, providing mental health and drug/alcohol counseling services. In addition, incumbent may be assigned to provide supervision of an Intern(s). Responsibilities may also include assisting in the development and administering programs and to supervisor a satellite office. The incumbent will provide mental health and drug/alcohol services to emotionally disturbed children, adults and families. Incumbent will provide supervision and provision of crisis intervention services which include 24/7 on call ability.

REPORTS TO

Mental Health Director, Mental Health Deputy Director, or Mental Health Program Chief.

CLASSIFICATIONS DIRECTLY SUPERVISED

Continuing Care Coordinator, Mental Health or Behavioral Health Therapist I and II, and other clinical and/or administrative staff as assigned.

BEHAVIORAL HEALTH THERAPIST III - 2

EXAMPLES OF DUTIES

- Performs intake assessments and evaluation of individuals with mental health and alcohol and drug problems; and individuals with co-occurring disorders.
- Formulates treatment plans that integrate mental health and alcohol and substance abuse treatment models in collaboration with individuals served.
- Coordinates care with other providers including, case managers, primary care providers, probation and the courts.
- Completes reports that inform the Court and Probation of progress and treatment challenges.
- Maintains an awareness of mental health and alcohol and drug counseling methodologies.
- Provides crisis intervention and assessment for individuals with primary mental health diagnosis, primary alcohol and substance abuse diagnosis; and individuals with co-occurring disorders.
- Prepares case histories and maintains patient records.
- Makes referrals to, and receive referrals from appropriate professionals or outside agencies.
- Participates in the assessment of client needs and consults with others in developing therapeutic goals and objectives.
- Participates in mental health and alcohol and drug education program, conferences and community programs.
- Attends training conferences relevant to current mental health alcohol and drug and co-occurring disorders.
- Performs community outreach and education assignments.
- Participates in the emergency "on-call" system on a rotating basis.
- Operates a personal computer and effectively utilizes an electronic health records system.
- Conducts recovery activities, case management, and completes related work as required.
- Understands State and Federal laws regarding privacy, confidentiality and security.
- Provide supervision to assigned staff.
- May supervise interns (academic and/or licensure) in professional training, in individual and/or group settings.
- Participates in, and/or actively provides behavioral health education programs, conferences and community programs.
- Actively participates in collaboration with community groups and agencies.
- Participates in the planning and implementation of MHSA (Mental Health Services Act) programs.
- May provide management functions and oversight of branch offices.
- May serve as a "specialty resource" in a number of specialty Mental Health or Behavioral Health areas, included but not limited to: Crisis Intervention; Trauma; Special Populations; identified state programs; Criminal Justice; Juvenile Justice; MHSA program components; etc.

BEHAVIORAL HEALTH THERAPIST III - 3

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; lift and move object weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

TYPICAL WORKING CONDITIONS

Work is usually performed in an office or community environment; continuous contact with staff and the public. Crisis intervention services may require working in a hospital setting or County jail. This position requires routine driving throughout the county and occasional driving outside the county to various sites.

DESIRABLE QUALIFICATIONS

Knowledge of:

- Principles, procedures, techniques, and trends for the counseling, therapy and guidance of individuals, groups, and families in behavioral health programs.
- Therapeutic treatment methods and procedures in the mental health and alcohol and drug field.
- State, Federal, and local laws, regulations, and requirements for the provision of mental health and alcohol and drug services and programs.
- Current practices and techniques in psychotherapeutic and recovery model treatments.
- The scope and activities of public and private agencies in the behavioral health field.
- Psychotropic medications, medications and substances associated with addiction and abuse.
- Quality Assurance practices and standards.
- Crisis Counseling Techniques.
- Psycho-social aspects of mental illnesses and dependency.

Ability to:

- Perform a variety of mental health/behavioral health therapeutic services, client assessments, and client counseling.
- Analyze case information and reach sound diagnostic and treatment decisions.
- Perform skilled counseling while conducting individual and or group therapy sessions.
- Maintain composure and awareness during crisis interventions.

BEHAVIORAL HEALTH THERAPIST III - 4

Ability to - continued

- Develop and maintain confidence and cooperation of individuals with mental health and substance abuse/dependency and their families.
- Prepare clear, relevant and accurate reports.
- Interpret and apply complex mental health and alcohol and drug program rules, regulations and policies.
- Consistently document all assessments, treatment plans and service interventions in a manner that complies with all audit and regulatory requirements.
- Effectively represent the Mental Health Department in contacts with clients and the public.
- Establish and maintain effective working relationships with staff, other agencies, and the public.
- May develop and present public presentations.
- May assist in enforcement of Quality Assurance standards.
- Assist in reviewing, implementing, and enforcing Quality Assurance standards.

Training and Experience:

Possession of a master's degree in Social Work, Psychology, Counseling or appropriate related field, received from an accredited institution.

and

~~Two (2)~~
~~Three (3)~~ years of post-licensure experience in a mental or behavior health setting, Preferably to include experience in a Community Mental or Behavior Health Clinic and supervision of staff.

and

Possession of certification to serve as a supervisor of interns and to continually maintain any ongoing requirements imposed by the applicable licensing board to keep the supervisor certification active and in good standing.

Special Requirements: Must be Licensed Clinical Social Worker (LCSW), or Licensed Marriage and Family Therapist (LMFT), Licensed Professional Clinical Counselor (LPCC), issued by the California State Board of Behavioral Science Examiners or Clinical Psychologist by the Board of Medical Examiners. Must meet certification requirements of California Department of Health Care Services recognized certification organizations.

BEHAVIORAL HEALTH THERAPIST III – 5

Special Requirements – continued

Must possess a valid driver's license at time of application and a valid California Driver's License by the time of appointment. The valid California Driver's License must be maintained throughout employment.

All County of Plumas employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

MENTAL HEALTH THERAPIST III

DEFINITION

Under general direction to plan, organize, and assist with clinical supervision for assigned staff and Mental Health programs; to provide mental health counseling and treatment for mentally and emotionally disturbed children, adults, and families; to assist with service development, review, and evaluation; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

This class is an advanced journey level in the Mental Health Therapist classification series. As the advanced level the incumbent will be responsible for assisting with the coordination and supervision of professional staff which provides mental health services. In addition this position may be assigned to provide supervision of an Intern(s). Responsibilities may also include assisting in the development and administering programs and to supervise a satellite office. The incumbent will also provide mental health treatment to children, adults, and families.

REPORTS TO

Mental Health Director, Mental Health Deputy Director, or Mental Health Program Chief

CLASSIFICATIONS DIRECTLY SUPERVISED

May provide lead supervision to Continuing Care Coordinator, Mental Health Therapist I and II, and other staff as assigned.

MENTAL HEALTH THERAPIST III -2

EXAMPLES OF DUTIES

- Assists with the supervision, assignments, training, and evaluations for staff assigned.
- May assist with the selecting of staff assignments.
- Assists with the assessment of program development needs and consults with others in developing therapeutic goals and objectives.
- Assist in integrating services with other mental health services, treatment, and provider agencies.
- Integrates services with other mental health services, treatment, and provider agencies.
- May assist in establishment of work standards.
- Performs specialized treatment planning and diagnostic services for clients.
- Provides psychotherapy services including direct and indirect services.
- Performs intake assessments and evaluation of problems.
- Formulates treatment plans, participating as a member of a multi-disciplinary treatment team.
- Provides crisis intervention.
- Prepares case histories and maintains patient records.
- May make referrals to appropriate professionals or outside agencies.
- May develop, conduct, and coordinate training programs on diagnostic and treatment methods.
- May supervise interns in professional training.
- Participates in mental health education programs, conferences and community programs.
- Attends training conferences relevant to current mental health problems.
- Participates in the emergency "on-call" system on a rotating basis.
- May act for the Mental Health Services Director in the Director's absence regarding hospitalizations and placements.
-

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; lift and move object weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

TYPICAL WORKING CONDITIONS

Work is usually performed in an office environment; continuous contact with staff and the public. Crisis intervention services may require working in a hospital setting or County jail.

MENTAL HEALTH THERAPIST III - 3

DESIRABLE QUALIFICATIONS

Knowledge of:

- Principles, procedures, techniques, and trends for the counseling, therapy, and guidance of persons in mental health programs.
- Therapeutic treatment methods and procedures in the mental health field.
- Principles and practices of supervision, program management and budgeting.
- State, Federal, and local laws, regulations, and requirements for the provision of mental health services and programs.
- Community organizations.
- The scope and activities of public and private agencies in the mental health field.
- Treatment research, development, and implementation.
- Quality Assurance practices and standards.
- Crisis counseling principles, methods and techniques.
- Principles of supervision, training, and staff evaluation.

Ability to:

- Plan, schedule, coordinate, develop, and evaluate an assigned clinical service program.
- Assign, supervise, and evaluate the work of subordinate staff.
- Perform skilled counseling and conduct individual and group therapy sessions.
- Analyze case information and reach sound diagnostic and treatment decisions.
- Develop and maintain confidence and cooperation of emotionally disturbed patients and their families.
- Interpret and apply complex mental health program rules, regulations and policies.
- Prepare clear, relevant and accurate reports.
- Develop and present public presentations.
- Assist in enforcing Quality Assurance standards.
- Effectively represent the Mental Health Department in contacts with clients, the public, and other agencies.
- Establish and maintain effective working relationships with staff, other agencies, and the public.

MENTAL HEALTH THERAPIST III - 4

Training and Experience:

Possession of a master's degree in Social Work, Psychology, Counseling, Psychiatric Nursing or appropriate related field, received from an accredited institution,

and

Two (2)

~~Three (3)~~ years of post-licensure experience in a mental or behavior health setting. Preferably to include experience in a Community Mental or Behavioral Health Clinic.

and

Possession of certification to serve as a supervisor of interns and to continually maintain any ongoing requirements imposed by the applicable licensing board to keep the supervisor certificate active and in good standing.

Special Requirements:

Incumbent must be licensed as a Licensed Clinical Social Worker (LCSW), Licensed Marriage Family Therapist (LMFT), Licensed Professional Clinical Counselor (LPCC) or Clinical Psychologists by the California State board of Behavioral Science Examiners.

Must possess a valid driver's license at time of application and a valid California Driver's License by the time of appointment. The valid California Driver's License must be maintained throughout employment.

All County of Plumas employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

MENTAL HEALTH DEPUTY DIRECTOR

DEFINITION

Under general direction of the Mental Health Director, the Deputy Director provides assistance to the Director in planning, organizing, and management of the daily operations of the Mental Health Department. Coordinates and supervises clinical and administrative programs. Assures compliance with applicable community standards of care, County regulations and procedures, State and Federal laws and other regulatory requirements.

DISTINGUISHING CHARACTERISTICS

This is the senior administrative position in the department and reports to the Mental Health Director. This position is responsible for the quality of all assigned administrative functions of, and clinical services provided by the Mental Health Department as well as any contracted mental health services.

REPORTS TO

Director of Mental Health

CLASSIFICATIONS DIRECTLY SUPERVISED

May supervise one or more of the following positions: Mental Health Program Chief; Quality Assurance Coordinator; Mental Health Services Act Coordinator; Mental Health Therapist I, II, III; Behavioral Health Therapist I, II, III; Community Care Case Manager; and all other clinical and/or administrative staff as assigned by the Mental Health Director.

MENTAL HEALTH DEPUTY DIRECTOR - 2

EXAMPLES OF DUTIES

- Manages and directs the daily activities of the Administrative and Clinical divisions through appropriate delegation, managerial support, and work supervision.
- Develops administrative policies and procedures; oversees management studies and reviews and evaluates changes in and applications of statutes and regulations.
- Plans, prioritizes and assigns tasks and projects; directs the development of performance standards, approves promotions and terminations.
- Counsels, trains and coaches staff; monitors work, develops staff skills, and evaluates performance; identifies training needs and provides training for staff.
- Directs financial operations; prepares individual program budgets; develops and maintains expenditure records; oversees the preparation of cost reports, invoices, billing, payroll and procurement; investigates sources of revenue; develops and administers contracts and grants; assures that appropriate accounting and auditing controls are applied.
- Establishes and maintains liaison with internal and external agencies involved with the budgetary and financial operations of the department.
- Monitors operations and procedures; evaluates department issues, and recommends and implements solutions; develops and approves recommendations for improving the department's operations and processes; develops long range plans for the department; assures that strategic goals are reached.
- Develops, evaluates and implements department goals, objectives, policies and procedures; develops systems and standards for program evaluation, and assures departmental activities are in compliance with all laws policies, regulations and goals.
- Manages the personnel operations of the department; consults with managers, reviews and approves personnel actions; supervises maintenance of personnel records and preparation of payroll records.
- Manages the information systems functions of the department.
- Conducts research and strategic planning functions; analyzes trends and makes recommendations for staffing adjustments and personnel assignments; directs department projects including grants and capital projects
- Directs the preparation of reports which summarize and forecast department financial activity and financial position; reviews department's financial status and revenue trends.
- Resolves problems, creates solutions, and assures the quality of the department's work products.

MENTAL HEALTH DEPUTY DIRECTOR - 3

EXAMPLES OF DUTIES - continued

- Serves as information source and liaison between the department and various organizations and agencies; serves on committees, task forces and other groups.
- Analyzes information system trends and issues; monitors system performance, resolves concerns and problems of user community; interprets concerns, defines desired results, and recommends direction of new I.S. Strategies.
- Assures functionality, compatibility and stability of Information Systems.
- Meets regularly with supervisors to offer support and guidance; analyzes and evaluates issues and proposals, and recommends and implements solutions.
- Meets regularly with Program Managers for program updates; analyzes and evaluates issues and proposals, and recommends and implements solutions.
- Maintains expertise in field or service through participation in applicable education opportunities.
- Maintains and enforces all aspects of confidentiality of client information, monitors compliance to the standards of the Privacy Act of 1974 {U.S.C. § 552A} as amended.
- Develops and enhances cooperative professional relationships with local community agencies.
- Maintains expertise in field of service through participation in applicable educational opportunities.
- Provides consultation and training to other organizations in the community on mental health issues; conducts presentations and training to county staff and general public to introduce and communicate the roles and functions of the mental health programs.
- Acts in the place of the Director's in his/her absence or as assigned.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; lift and move object weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

TYPICAL WORKING CONDITIONS

Work is usually performed in an office or community environment; continuous contact with staff and the public. Crisis intervention services may require working in a hospital setting or County jail. This position may require routine driving throughout the county and occasional driving outside the county to various sites.

MENTAL HEALTH DEPUTY DIRECTOR - 4

DESIRABLE QUALIFICATIONS

Knowledge of:

- Principles, procedures, techniques, and trends for the counseling, therapy and guidance of individuals, groups, and families in behavioral health programs.
- Knowledge of principles, practices, and trends in public administration, leadership, and management.
- Knowledge of county, state and federal laws, statutes, rules, ordinances, codes and regulations.
- Knowledge of the County's and the department's policies and procedures.
- Knowledge of protocols and practices in behavioral healthcare, and principles of psychotherapeutic techniques and procedures, including the Diagnostic and Statistical Manual (DSM-IV, and V).
- Knowledge of the principles and practices of legal, ethical and professional rules of conduct.
- Knowledge of techniques and practices for effective, efficient and cost effective management of allocated resources.
- Knowledge of principles, practices, and trends in public administration, leadership and management.
- Knowledge of budgets, grant protocols and financial reporting.
- Knowledge of local community resources and various community services programs.
- Knowledge of specialized and personal computer systems and software applications.
- Therapeutic treatment methods and procedures in the mental health field.
- State, Federal, and local laws, regulations, and requirements for the provision of mental health services and programs.
- Current practices and techniques in psychotherapeutic and recovery model treatments.
- The scope and activities of public and private agencies in the behavioral health field.
- Psychotropic medications, medications and substances associated with addiction and abuse.
- Quality Assurance practices and standards.
- Crisis Counseling Techniques.
- Psycho-social aspects of mental illnesses and dependency.
- Extensive interpersonal skills.
- Communication and problem solving skills.
- Knowledge of medical and clinical management skills.

MENTAL HEALTH DEPUTY DIRECTOR - 5

Ability to:

- Ability to schedule and supervise staff, delegating tasks and authority.
- Ability to assess and prioritize multiple tasks, projects and demands.
- Ability to understand, interpret and apply relevant statutes, ordinances, codes and regulations.
- Ability to establish and maintain effective working relations with co-workers, other county employees and representatives from other city, county, state and federal agencies.
- Ability in analyzing and interpreting fiscal and accounting records, and financial statements.
- Ability to communicate effectively verbally and in written instruction.
- Ability to coach and develop performance work plans to improve staff performance.

Training and Experience: Must meet the following requirement:

- a) Psychiatrist: Licensure as a physician in the State of California and completion of three (3) years of graduate training in psychiatry in a program approved by the American Medical Association or the American Osteopathic association.

OR

- b) Clinical Psychologist: Graduation from an accredited school of psychology and licensure in the State of California.

OR

- c) Licensed Clinical Social Worker: Graduation from an accredited graduate school of Social Work and licensure as a Clinical Social Worker in the State of California.

OR

- d) Licensed Marriage Family Therapist: Graduation from an approved graduate school of Marriage, Family, and Child Counseling and licensure as a Marriage, Family Therapist by the State of California.

OR

- e) Licensed Professional Clinical Counselor: Graduation from an educational institution approved by the Board of Behavior Science (BBS) with a minimum of a master's degree in psychology, educational psychology, school psychology, counseling and guidance, or a degree deemed equivalent by the BBS.

AND

MENTAL HEALTH DEPUTY DIRECTOR – 6

Training and Experience - continued

- f) Four (4) years' experience in Mental Health or Behavioral Health, including two (2) years in a supervisory capacity. Two (2) years' experience preferably in a County Mental Health or Behavioral Health Department.

Special Requirements:

Must possess a valid driver's license at time of application and a valid California Driver's License by the time of appointment. The valid California Driver's License must be maintained throughout employment.

Must maintain or obtain (within 4 months of date of hire) a current certificate under the Board of Behavioral Science to provide supervision to Board of Behavioral Science Interns.

All County of Plumas employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109).

Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

MENTAL HEALTH SERVICES ACT COORDINATOR

DEFINITION

Under general direction, plans, develops, and coordinates education and training services as outlined in the Mental Health Services Act (MHSA) and is responsible for the implementation and compliance of all related programs. Performs mental health clinical services and related work as assigned.

DISTINGUISHING CHARACTERISTICS

This is a single level classification that is to provide mental health clinical and administrative services; and to coordinate the programs funded under California's Mental Health Services Act (MHSA), also known as Proposition 63. MHSA represents a comprehensive approach to the development of community based mental health services in which the Act addresses a broad continuum of community services and supports, prevention and early intervention, and technology and innovation, as well as workforce education and training that will effectively support all components of MHSA.

REPORTS TO

Mental Health Director or Mental Health Deputy Director

CLASSIFICATIONS DIRECTLY SUPERVISED

Providing programmatic supervision of professional and support staff of Mental Health

MENTAL HEALTH SERVICES ACT COORDINATOR - 2

EXAMPLES OF DUTIES

A. MHSA Administrative example of duties

- Work with administration, supervisors, staff and consumers to develop and implement of MHSA program.
- Ensures that all services and programs are in compliance with guidelines set forth by the MHSA.
- Educate and train all new and current staff regarding the Wellness and Recovery Model.
- Leads activities that assist with the successful change in role from consumer to provider of services for adult and children systems of care.
- Conduct MHSA stakeholder meetings and public hearings and prepare documentation, as needed.
- Supervise other MHSA staff.
- Attend appropriate training and workshops to maintain current knowledge and understanding of the expectation, and requirements for MHSA programs
- Prepare MHSA reports as required.
- Assist in the coordination of community resources.
- Assist with development and maintenance of performance outcome measures.
- Attend all regularly scheduled Mental Health and MHSA staff meetings.
- Address cultural competency issues by attending and providing trainings and perform surveys as requested.
- Work with Quality Assurance Coordinator and other Mental Health staff to integrate MHSA services.
- Participate in annual MHSA program budget development.
- Participate in State MHSA Medi-Cal Compliance audit.
- Coordinate State site review of MHSA programs.
- Maintain professional conduct outlined in personnel policies and procedures.
- May teach new staff charting and data requirements for record keeping and billing.

B. MHSA Clinical Services:

Either directly provide or insure delegation of clinical duties, including but not limited to the following:

- Develop and provide MHSA clinical services.
- Conducts training surveys to assess feedback regarding immediate and long range needs that promote recovery and wellness, cultural competency, and consumer family partnership and participation.
- Leads activities that assist with the successful change in role from consumer to provider of services for adult and children systems of care.
- Triage individual cases to determine if appropriate for Mental Health services.
- Perform clinical evaluations.
- Develop assessment, service plan and disposition of cases.

MENTAL HEALTH SERVICES ACT COORDINATOR - 3

B. MHSA Clinical Services - continued:

- Perform as coordinator for cases assigned:
 1. Develop coordination plan that addresses needs in cases assigned.
 2. Liaison with other providers to assure that consumer is provided with services needed.
 3. Monitor the progress of cases assigned.
- Attend and participate in in-service training.
- Document all services provided to clients as required by regulations.
- Other duties as assigned.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; lift and move object weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

TYPICAL WORKING CONDITIONS

Work is usually performed in an office environment with continuous contact with staff and public. Incumbent will be expected to attend off-site meetings and trainings; and may need to travel to satellite offices.

DESIRABLE QUALIFICATIONS

Knowledge of:

- Federal, State, and local laws, rules, regulations, ordinances, and procedures relating to mental health programs and services.
- Standards, policies, procedures, rules, and regulations pertaining to the Mental Health Services Act.
- Principles and practices of public program development, contract development, and administration.
- Principles and practices of training, evaluating, and supervising subordinates.
- Principles of wellness and recovery and cultural competency in accordance with MHSA.
- Principles and practices of effective public speaking.
- Best practices in community outreach and public relations.

MENTAL HEALTH SERVICES ACT COORDINATOR – 4

Ability to:

- Develop, implement, and coordinate community outreach programs.
- Communicate effectively with the public and exercise interpersonal sensitivity with those of diverse backgrounds.
- Coordinates the efforts of multiple organizations and oversee various community programs.
- Develop and implement policies and procedures. Research, develop, and present a variety of narrative and/or statistical reports.
- Establish and maintain cooperative interpersonal relationships at all organizational levels, with public, and with other agencies.
- Maintain a high degree of initiative, maturity, integrity, accountability, creativity and good judgment. Maintain strong working relationships with multiple departments and agencies in the County and community.
- Read and understand complex laws and regulations.
- Write project proposals and develop programs.
- Negotiate contracts.
- Develop, prepare and present comprehensive reports and recommendations.
- Apply statistical methods to management analysis.

Training and Experience:

Equivalent to a Bachelor's degree from an accredited college or university in public administration, business administration, economics or related field. With three (3) years of full-time, paid experience involving the development, implementation, and/or coordination of mental health, health, or human service programs.

Or

A Bachelor's degree from an accredited college or university with major course work in Psychology, Sociology or a related social science field; or completion of core college course work in psychology, sociology, or a related social science field. With three (3) years of full-time, paid experience involving the development, implementation, and/or coordination of mental health, health, or human service programs.

Or

Possession of a master's degree in Social Work, Psychology, Counseling, Psychiatric Nursing or appropriate related field from an accredited institution. With possession of a license as a LCSW or MFCC issued by the California State Board of Behavioral Science Examiners or Clinical Psychologist by the Board of Medical Examiners. AND Three (3) years of full-time, paid experience involving the development, implementation, and/or coordination of mental health, health, or human service programs.

Or

MENTAL HEALTH SERVICES ACT COORDINATOR – 5

Training and Experience - continued:

Applicable full-time paid Mental Health Services Coordinator experience involving the development, implementation and/or coordination of mental health, health, or human service programs can be substituted for the college degree.

Special Requirements:

Must possess a valid driver's license at time of application and a valid California Driver's License by the time of appointment. The valid California Driver's License must be maintained throughout employment.

All County of Plumas employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

MENTAL HEALTH PROGRAM CHIEF - NURSING

DEFINITION

Under general direction of the Mental Health Director, to direct the activities of the County's Mental Health Nursing Program Division, including personnel management, program planning and evaluation. Plan, organize, schedule, assign and supervise the work of Mental Health nursing staff, and other mental health support staff to this division; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

This is a single-position class, which oversees and directs the functions and activities of the Mental Health nursing division. Responsibilities include planning, organizing, directing, and supervising nursing staff in providing and meeting essential medical duties to clients of the Mental Health Department and Sierra House.

REPORTS TO

Director of Mental Health or Mental Health Deputy Director.

CLASSIFICATIONS DIRECTLY SUPERVISED

Psychiatric Nurse I and II, Psychiatric Technician, Registered Nurse I & II, Licensed Vocational Nurse, and other staff as assigned.

MENTAL HEALTH PROGRAM CHIEF - NURSING - 2

EXAMPLES OF DUTIES

- Plans, schedules, assigns, evaluates and directs the functions of the Mental Health Nursing Division.
- Administers the programs and the work of professional nursing staff and other mental health support staff.
- Provides direction and oversight of Mental Health nursing programs and activities to clients.
- Develop and implement short and long term goals, objectives, policies, procedures and work standards for the Mental Health nursing services function.
- Maintain standards of health nursing programs, including securing medical approval of nursing practices as necessary and assuring that services are provided according to County, State and department regulations and policies.
- Advises staff on the interpretation and application of agency policies and health laws and regulations.
- Develops programs and budgets for Mental Health Program needs.
- Develops information concerning community mental health needs, including the coordination and interpretation of statistical data.
- Evaluates the effectiveness of current health policies and practices, and helps formulate new policies and practices.
- Performs program planning and development work.
- Assists with grant development and administration.
- Schedules clinic sites, times, and staffing; reviews medical records for release to other agencies.
- Reviews the assignment and referral of clients to nursing staff.
- Prepares reports and correspondence relating to the nursing division.
- Acts as consultant to outside agencies.
- Represents the Department with other government agencies.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; ability to climb, stoop, crouch and kneel; lift and move object weighing up to 25 pounds without assistance; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

MENTAL HEALTH PROGRAM CHIEF - NURSING – 3

TYPICAL WORKING CONDITIONS

Work is usually performed in an office, clinic environment or at Board and Care Facility; exposure to communicable disease; continuous contact with staff and public.

DESIRABLE QUALIFICATIONS

Knowledge of:

- Principles, methods, and procedures of general nursing and mental health nursing.
- Assist in identifying community mental health problems and issues and their relationship to the development and operations of programs and services to meet these needs.
- Federal, State, and County laws and regulations applicable to health programs.
- Causes, means of transmission, and method of control of communicable diseases, including sexually transmitted diseases, AIDS and tuberculosis.
- The sociological and cultural problems involved in a mental health nursing program.
- Program planning and development.
- Principles, techniques, and practices of business and health administration.
- Budget development and expenditure control.
- Principles and techniques of effective employee supervision, training, and development.

Ability to:

- Plan, organize, supervise, and administer the functions and services of the Mental Health Nursing Program Division of the Plumas County Mental Health Department.
- Develop, organize, analyze, and interpret statistical data.
- Provide direction, supervision and training for staff.
- Develop and administer a budget and control expenditures.
- Review the work of staff and resolve problems.
- Be responsible for the development, maintenance, and preparation of health statistics, medical records, and reports.
- Direct the preparation and prepare clear, concise reports.
- Effectively represent the Mental Health Department in contacts with the public, community organizations, and other government agencies.
- Establish and maintain cooperative working relationships.
- Coordinate assigned activities with community organizations and other government agencies.

MENTAL HEALTH PROGRAM CHIEF – NURSING - 4

Training and Experience:

Five (5) years of professional experience in public or private health setting as a Registered Nurse; and two (2) years in an administrative or supervisory capacity.

Must have a Bachelor of Science in Nursing, including completion of sufficient nursing and public health studies to obtain requisite licenses and certificates from the State of California.

Completion of a Master of Nursing degree or a Master's Degree in a related health field from an accredited program is desirable.

Special Requirements: Possession of a valid license as a Registered Nurse in California and remain active with all annual licensing requirements.

Must possess a valid driver's license at time of application and a valid California Driver's License by the time of appointment. The valid California Driver's License must be maintained throughout employment.

All County of Plumas employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

RESOLUTION NO. _____

**RESOLUTION TO AMEND PLUMAS COUNTY POSITION ALLOCATIONS FOR BUDGET
YEAR 2014-2015 WITHIN 70570 MENTAL HEALTH DEPARTMENT, 70571 MHSA, AND
70569 MENTAL HEALTH AB109 SET- ASIDE.**

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

WHEREAS, Mental Health Director Mr. Peter Livingston on December 2, 2014, presented to the board proposed program and budget adjustments for his department; and

WHEREAS, his proposal included the addition of numerous positions to assist in meeting the service needs of our County; and

WHEREAS, additional positions were brought forward within the MHSA – 3 year plan; and

WHEREAS, the Human Resources Director is able to bring forth to the Board the additional positions to be added to the 2014-2015 Position Allocation for 70570 Mental Health, 70571 MHSA, and 70569 Mental Health AB109 Set-Aside; and

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

Approve the amendments to the Position Allocation for budget year 2014-2015 to reflect the following:

<u>Mental Health 70570</u>	<u>FROM</u>	<u>TO</u>
Mental Health Deputy Director	.0	.500
Behavioral Health III, II, I or		
<u>Mental Health Therapist III, II or I</u>	<u>5.935</u>	<u>9.935</u>
<u>Total 70570</u>	<u>5.935</u>	<u>10.435</u>

<u>MHSA 70571</u>		
MHSA Coordinator	.0	1.000
Quality Assurance Coordinator	.0	1.000
Office Supervisor	.0	5.000
Fiscal Technical Service Asst. I, II or III	.0	2.000
Program Chief – Nursing	.0	1.000
Psychiatric Nurse I, II or Registered Nurse I, II or		
Licensed Vocational Nurse I or II	.0	3.000
Behavioral Health Therapist I, II, III or		
Mental Health Therapist I, II, or III	1.615	7.615
<u>Community Care Case Managers</u>	<u>2.500</u>	<u>8.500</u>
<u>Total 70571</u>	<u>4.115</u>	<u>29.115</u>

Mental Health – AB109 Set-Aside 70569

Behavioral Health Therapist I, II, III or		
Mental Health Therapist I, II, or III	.950	2.950
<u>Community Care Case Manager</u>	<u>.000</u>	<u>1.000</u>
<u>Total 70569</u>	<u>.950</u>	<u>3.950</u>

<u>Sub-Total of Departments</u>	<u>11.000</u>	<u>43.500</u>
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<u>Total number of additional positions</u>	<u>32.500</u>
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The foregoing Resolution, was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 3rd day of March 2015 by the following vote:

AYES: Supervisors
NOES: Supervisors
ABSENT: Supervisors

Chairperson, Board of Supervisors

ATTEST:

Executive Clerk/Board of Supervisors

BY-LAWS

6A

PLUMAS COUNTY MENTAL HEALTH COMMISSION (PCMHC)

Article I. Title of Commission

The name of this board shall be the PLUMAS COUNTY MENTAL HEALTH COMMISSION. These by-laws govern the conduct of all business of the Mental Health Commission of Plumas County.

Article II. Authority and Purpose

The PCMHC has been authorized by the California legislature in Section 5604 of the Welfare and Institutions code.

The purpose of this Commission is established in Section 5604.2, which includes the following duties:

- (a) The local mental health board shall do all of the following:
 1. Review and evaluate the community's mental health needs, services, facilities, and special problems.
 2. Review any county agreements entered into pursuant to Section 5650.
 3. Advise the governing body and the local mental health director as to any aspect of the local mental health program.
 4. Review and approve the procedures used to ensure citizen and professional involvement at all stages of the planning process.
 5. Submit an annual report to the governing body on the needs and performance of the county's mental health system.
 6. Review and make recommendations on applicants for the appointment of a local director of mental health services. The board shall be included in the selection process prior to the vote of the governing body.
 7. Review and comment on the county's performance outcome data and communicate its findings to the California Mental Health Planning Council.
 8. Nothing in this part shall be construed to limit the ability of the governing body to transfer additional duties or authority to the PCMHC.
- (b) It is the intent of the Legislature that, as part of its duties pursuant to subdivision (a), the board shall assess the impact of the realignment of services from the state to the county, on services delivered to clients and on the local community.

Article III. Membership

A) Number and Composition of Members

1. The PCMHC shall consist of twenty (20) members.
2. One member shall be a member of the Board of Supervisors, the governing body.

3. Fifty (50) percent or more of the members shall be consumers or family members who are or have received Mental Health services. At least twenty (20) percent shall be direct consumers and at least twenty (20) percent shall be family members.
4. Fifty (50) percent or less of membership shall be community members representing public interest in the mental health needs of Plumas County, (e.g. persons in the professions of education, law, criminal justice, and fiscal management).
5. Membership shall reflect the ethnic diversity of Plumas County to the extent feasible.
6. It is advisable, but not mandatory that representatives of each major community of the county be selected.
7. All members shall be residents of Plumas County or be substantially employed in the county or are non-residents who are representative of the public interest in mental health who are not full-time or part-time employees of the county mental health service, the State Department of Health Care Services, or on the staff of, or a paid member of the governing body of, a mental health contract agency.
8. The term of each member (ending December 31st) shall be for three (3) years with one-third of the members changing each year; (the term shall be marked by a letter of certification by the Board of Supervisors).
9. A quorum shall be one person more than one-half of the number of appointed voting members including the Board of Supervisors representative.
10. A vacancy shall occur when:
 - a) A member fails to attend three (3) consecutive meetings and the Commission recommends to the Board of Supervisors that the position be deemed vacant.
 - b) The member submits his or her resignation in writing.
 - c) Or by death, adjudicated incapacity, or non-residency.
11. No member of the Commission or his/her spouse shall be a full-time or part-time employee of the Plumas County Mental Health Department, or a Service Contract facility.
12. The Board of Supervisors shall appoint the members of the Plumas County Mental Health Commission. The Commission may, but is not required to, make recommendations to the Board of Supervisors for appointment of members.

Article IV. Officers

- A) The Officers of the Commission shall be the Chairperson, Vice Chairperson, and Secretary/Treasurer. Plumas County Mental Health shall provide a non-voting clerk to the Commission.
- B) The Officers shall be elected at the regular meeting in January, and shall assume the duties at the next regular meeting.
- C) The Officers shall serve a term of two (2) years or until their successors are selected.
- D) The duties of the Chairperson shall be to preside at all meetings of the Commission and act as the liaison with the Mental Health Director.
- E) The Vice Chairperson shall preside over the meeting in the absence of the Chairperson.

- F) The Secretary/Treasurer shall oversee membership matters of this Commission.
- G) The Clerk of the Commission (non-voting) shall maintain complete records for the Commission.

Article V. Meetings

- A. Regular meetings of this board shall be held on a monthly basis (currently the second Wednesday of each month) from 12-2pm in the Quincy Library Community Room at 445 Jackson Street.
- B. Special meetings may be called by the Chairperson or a majority of the board members.
- C. All board and committee meetings shall be open to the public and subject to the Brown Act (Government Code, section 54950).

Article VI. Committees

- A. The Chairperson may form committees to perform tasks and to advise the Commission.

Article VII. Conduct of Meetings

- A. The meetings of this Board shall be conducted in accordance with Roberts Rules of Order.

Article VIII. Amendment of By-Laws

- A. These by-laws may be altered or amended by a majority of the members of the Commission provided that a thirty (30) day written notice is mailed/mailed to the Commission members prior to the meeting at which the vote will be taken.
- B. The amendments must be approved the Board of Supervisors.

BOARD OF SUPERVISORS

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



March 03, 2015

Dr. Jonathan Kusel, Executive Director
Sierra Institute
P.O. Box 11
Taylorsville, California 95983

Re: Letter of Support for biomass-powered boiler at Eastern Plumas Health Care

The Plumas County Board of Supervisors supports the proposed innovative biomass-fired boiler to be located on the Eastern Plumas Health Care campus in Portola. We believe the construction and operation of this facility will benefit Plumas County residents in multiple ways, including addressing forest health and economic development.

Developing a biomass-powered boiler and using thermal energy to heat the Eastern Plumas Health Care campus will save EPHC and patients—money because of reduced fuel costs. Use of a locally abundant and sustainable fuel source will also benefit Plumas County residents through increased fire protection and improved forest health. This pilot project is a first step to increased local use of woody biomass that needs to be removed from forest to reduce wildfire risk.

As a rural, forested community, Plumas County is facing increased risk of severe wildfire. Plumas County Fire Safe Council (FSC) and private landowners work hard to mitigate this risk, but Plumas land managers' efforts to thin forested communities are hampered by a lack of markets for forest biomass. Developing this and other biomass-fire boilers is a critical first step towards increasing demand for wood chips and that will, in turn, help landowners reduce fire risk and protect vulnerable communities in the Wildland Urban Interface.

Rural Plumas County was hit particularly hard by the recent economic recession and associated downturn in the housing market. Constructing a boiler at Eastern Plumas Health Care with Economic Development Administration support will bring both temporary construction jobs and new long-term employment opportunities to the region. Stronger demand for forest biomass will strengthen the local forest industry, a major economic driver in Plumas County.

The Sierra Institute for Community and Environment has been working to increase biomass utilization in Plumas County for more than three years. Throughout this time Sierra Institute staff have repeatedly met with and presented various components of a biomass development plan to the Board. Accordingly, Board Members and other Plumas County stakeholders have had opportunity to comment on and influence this project as it progressed from planning to implementation. The Board has enjoyed this opportunity to collaborate on the project and believes that efforts to increase biomass utilization align well with the new County General Plan, local economic development and forest improvement.

We believe this project will also serve as a prototype for similar efforts in Plumas County as well as other forested communities in California. We strongly urge the Economic Development Administration to support this project.

Sincerely,

Kevin Goss, Chair
Plumas County Board of Supervisors



Clerk of the Board of Supervisors

MEMORANDUM

DATE: March 03, 2015

TO: Board Members

FROM: Nancy DaForno, Clerk

SUBJECT: HR 2389 SECURE RURAL SCHOOLS – RE-ALLOCATION OF TITLE III FUNDING

RECOMMENDATION:

Consider application received from the Plumas County Fire Safe Council of \$78,000. Funding available includes \$78,200.87 from QLG Forester Title III (20027-525830).

BACKGROUND:

Over the past years, the Board allocated Title III funding to the QLG Forester to represent the County's environmental and economic interest during the five year period of implementation of the law (Quincy Library Group (QLG) Pilot Project).

In 2012 the QLG Pilot Project was completed and Frank Stewart, QLG Forester resigned his position leaving unused funding in Title III.

In September 2014, "Request for Proposals" were advertised for re-allocation of funding. We received one application from the Plumas County Fire Safe Council to continue the coordination of Council activities under the current guidelines of Title III.

This matter is before you today for approval and direction to the Clerk to schedule and notice a public hearing for final project approval.

D)  **PUBLIC WORKS** – Robert Perreault

1) Authorize the purchase of a Polaris Ranger XP 900 of \$24,298.18 prior to final adoption of the FY 2014-2015 budget. Discussion and possible action

Motion: Authorize the purchase of a Polaris Ranger XP 900 of \$24,298.18 prior to final adoption of the FY 2014-2015 budget, **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Thrall.

Motion passed unanimously.

2) Authorize payment of \$154,735 for acquisition of equipment (3 Sweepsters and 1 Air Burner) prior to adoption of the FY 2014-2015 budget. Discussion and possible action

Motion: Authorize payment of \$154,735 for acquisition of equipment (3 Sweepsters and 1 Air Burner) prior to adoption of the FY 2014-2015 budget, **Action:** Approve, **Moved by** Supervisor Simpson, **Seconded by** Supervisor Swofford.

Motion passed unanimously.

3.  **BOARD OF SUPERVISORS**

A. Presentation of "Certificate of Appreciation and Recognition" of David Keller, Executive Director of Community Development Commission & Housing Authority thanking him for his years of service to the citizens of Plumas County

B. Ratify Letter of Comments, dated July 29, 2014, submitted on the Draft BDCP and Draft Related EIR/EIS Documents. Discussion and possible action

Motion: Ratify Letter of Comments, dated July 29, 2014, submitted on the Draft BDCP and Draft Related EIR/EIS Documents, **Action:** Approve, **Moved by** Supervisor Swofford, **Seconded by** Supervisor Thrall. Motion passed unanimously.

C.  Discussion and possible action to consider applications received for 2014 Title III funding; and upon determination of projects, direct the Clerk to schedule and notice a public hearing for final project approval

Following discussion by the Board **Motion:** approve Title III project applications as follows; and direct the Clerk to schedule and notice a public hearing for final project approval: **Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Simpson.

Motion passed unanimously.

Application No. 1 – Plumas County OES/Wildfire Prevention	\$ 90,000.00
Application No. 2 – Sheriff/Search & Rescue	\$ 25,000.00
Application No. 3 – Sheriff/OES Radio Tower Project	\$130,541.88
Application No. 4 – Fire Safe Council	\$ -0-

 There will be opportunity for re-allocation of unused funding for Title III. The Board encourages the Fire Safe Council to submit an application at that time.

D.  Discussion and possible action regarding "Wild Land Fire Severity" Report and request of Sierra County to adopt a Resolution

Motion: as recommended by the Plumas County Coordinating Council direct staff to create a Resolution, or similar document, relating to "Fire Severity" that reflects the issues pertinent to Plumas County, **Action:** Approve, **Moved by** Supervisor Thrall, **Seconded by** Supervisor Swofford. Motion passed unanimously.

E. **CORRESPONDENCE**

None

1
2014 Title III, Re-allocation of Secure Rural Schools and Community Self-Determination Act
Plumas County

1. **Project Title:** Plumas County Fire Safe Council Coordination 2016-2018

Group Submitting Project: *Plumas County Fire Safe Council (PC FSC)*

Requested Grant Amount: \$78,000

Funding Period: 7-1-2016 to 6-30-2018

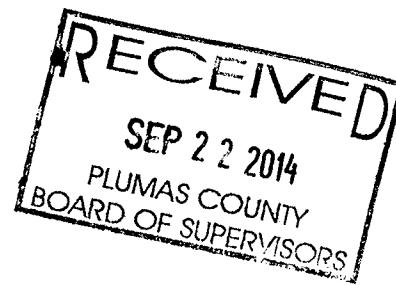
Contact Name: Nils Lunder, Coordinator

Address: PCFSC

PO Box 1225, Quincy, CA 95971

Phone: 530 283-3739 or 530 258-6936

E-Mail: nils@deercreekresources.com



2014 Title III, Re-allocation of Secure Rural Schools and Community Self-Determination Act

Plumas County

2. Project Summary

The Plumas County Fire Safe Council is seeking grant funds to continue the coordination of Council activities. These efforts will facilitate activities relating to the Firewise Communities program. We will provide homeowners in fire-sensitive ecosystems education on, and assistance with implementing techniques in home siting, home construction, and home landscaping that can increase the protection of people and property from wildfires in the Wildland Urban Interface (WUI). This will include the development of new Community Wildfire Protection Plans, the development of new Fire Safe educational materials, implementation of a variety of Firewise/Fire Safe projects for wildfire mitigation activities and to review, update and implement the County's Community Wildfire Protection Plan (CWPP).

Key goals of this project are:

1. To provide homeowners and communities in Plumas County's fire-sensitive ecosystems education on, and assistance with the implementation of efforts to increase the protection of people and property from wildfires (Firewise Program Activities).
2. To monitor, update and implement projects identified in the Plumas County CWPP, including the development of new Community Wildfire Protection Plans.

Project activities that will help to achieve these goals are:

1. Providing Fire Safe and Firewise leadership in Plumas County through coordination of Council activities.
2. Working with Federal, State and local agencies to implement the County's CWPP for activities directly related to the above goals.
3. Assist communities in developing projects and grant requests directly related to the above goals.
4. Work with communities to pursue Firewise Communities Program membership, Community Assessments and Home Ignition Zone Assessments.

There are more than 60 "communities at risk" (a community at risk from wildfires originating on public lands) identified in Plumas County's Community Wildfire Protection Plan. These communities all exist in fire-sensitive ecosystems. Each community at risk qualifies for assistance from these Firewise program activities.

Wildfire preplanning funds are limited and difficult to attain from state and federal sources, as a result, PC FSC is requesting that the Board of Supervisors provide \$63,000 for multi-year (2 years) funding for PC FSC. This current request is in addition to Title III funds approved by the PC Board of Supervisors in 2012, but not yet expended. PC FSC will use the proposed new funding for organizational staffing, capability and capacity to continue pursuing its mission, ***To reduce the loss of natural and manmade resources caused by wildfire through Firewise Community programs and pre-fire activities***, in an open, accessible and inclusive manner throughout Plumas County. Our council works closely with Plumas County Office of Emergency Services, Fire Departments, private landowners, State and Federal Agencies to develop and implement projects that provide countywide wildfire mitigation.

**2014 Title III, Re-allocation of Secure Rural Schools and Community Self-Determination Act
Plumas County**

3. How does the project address the activities authorized by Title III? Check all that apply:

XX *I. Carry out activities under the Firewise Communities program to provide to homeowners in fire-sensitive ecosystems education on, and assistance with implementing, techniques in home siting, home construction, and home landscaping that can increase the protection of people and property from wildfires.*

II. Reimburse the participating county for search and rescue and other emergency services, including firefighting, that are (a) performed on Federal land after the date on which the use was approved and (b) paid for by the participating county.

XX *III. Develop community wildfire protection plans in coordination with the Secretary of Agriculture.*

Explain:

Similar to the national Firewise Communities Program, the PC FSC coordinates a multi-agency effort designed to reach beyond the fire service by involving homeowners, community leaders, planners, developers and others in the effort to protect people, property, and natural resources from the risk of wildland fire - before a fire starts. PC FSC will continue to provide residents with education, information & assistance in wildfire mitigation efforts to protect homes in the Wildland Urban Interface (WUI) throughout the County.

PCFSC will also continue to work with County staff, Community Fire Departments, State and Federal land management agencies and private landowners to review and update where necessary Plumas County's CWPP, which was originally developed by the Council.

**2014 Title III, Re-allocation of Secure Rural Schools and Community Self-Determination Act
Plumas County**

4. Project Workplan:

All project activities to occur between January 1, 2016 and December 31, 2018

Coordination, CWPP monitoring & wildfire mitigation project development:

- Continue to provide leadership and capacity to develop & implement PC FSC and Firewise Communities wildfire mitigation activities
- Continue to provide leadership and capacity to develop new Firewise Communities
- Continue to conduct monthly PC FSC meetings and management activities associated with those meetings
- Continue to provide Council communications and correspondence as necessary
- Continue to provide leadership and consultation on mitigation measures to County staff for implementing CWPP and Firewise Communities programs
- Continue to propose mitigation actions to County staff to mitigate potential adverse impacts to homes & communities from wildfire
- Continue to develop responsive educational programs to assist community members in preparing for wildfire
- Continue to develop and distribute educational materials on wildfire mitigation efforts to protect homes in the WUI
- Continue to develop responsive media notices to assist community members in preparing for wildfire
- Continue to review, monitor & update Plumas County's Community Wildfire Protection Plan
- Continue to respond to requests from local communities that wish to become recognized by the Firewise Communities USA program
- Continue to work with neighboring FSC's and other County communities, residents and fire departments, to provide assistance in the development of funding requests for wildfire mitigation activities for homes, communities and forest lands within the WUI.

Including the following activities:

- Senior and disabled defensible space assistance,
- County and community planning,
- Community home ignition zone consultation education,
- Community fuel reduction projects around and between the home ignition zones,

Website maintenance & enhancement:

Continue maintaining, updating & enhancing PC FSC's website: www.plumasfiresafe.org

Fiscal Management

Provide fiscal oversight, accounting, contracting services for mitigation activities, project reporting, compliance with all laws and project development assistance.

**2014 Title III, Re-allocation of Secure Rural Schools and Community Self-Determination Act
Plumas County**

5

Project Budget:

Cost Item	Requested Funds
Contract Coordinator and other resource specialist as needed to accomplish identified tasks in the work plan.	\$ 63,000
Plumas Corporation Administration as fiscal sponsor (for PC FSC, Firewise Program & CWPP Activities)	\$ 7,800
Website upkeep/development, Educational material development, procurement & distribution.	\$ 7,200
Total	\$78,000