

# BOARD OF SUPERVISORS

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



June 23, 2015

The Honorable Ira R. Kaufman  
Presiding Judge  
Superior Court of California, County of Plumas  
520 Main Street, Room 104  
Quincy, CA 95971

Re: **RESPONSE TO 2014-2015 PLUMAS COUNTY GRAND JURY REPORT TITLED  
"HOW IS PLUMAS COUNTY DOING WITHOUT A CAO?"**

Dear Judge Kaufman:

Please find the Plumas County Board of Supervisors response and comments to the 2014-2015 Plumas County Grand Jury final report titled "How is Plumas County Doing Without a CAO?"

## FINDINGS AND RECOMMENDATIONS:

### Findings:

***Finding F1:** "The Grand Jury finds a CAO would free-up the BOS to focus on strategic planning instead of reacting to every day operational matters."*

**Response:** The members of the Plumas County Board of Supervisors partially disagree with this finding, to the extent that it suggests that the Board has neglected strategic planning because of a need to address day-to-day operational matters. Department heads remain primarily responsible for the day-to-day operations of their departments, and the vast majority of issues and problems that arise do not need to be escalated beyond the department head level. While members of the Board have seen some increase in the number of operational matters that have been brought to their attention over the past few years, to the best of the Board's knowledge this has not materially affected either the Board's capacity or ability to engage in "big picture" strategic planning.

***Finding F2:** "The Grand Jury has identified an estimated cost savings in operating without a CAO in the amount of approximately \$205,969.34, but there is no accounting procedure in place to allow an accurate cost/expenditure analysis as some unidentifiable costs have been dispersed and absorbed by the individual departments taking on the additional workload."*

**RECEIVED**

JUL 01 2015

The Honorable Ira R. Kaufman, Presiding Judge  
Superior Court of California, County of Plumas County

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**Response:** The members of the Plumas County Board of Supervisors generally agree with this finding, without stating an opinion on the exact amount of the cost savings in operating without a CAO.

**Finding F3:** *“The Grand Jury finds that it is not in the best interest of the employees to continue operating without a CAO because employees must take on extra duties, most without financial compensation.”*

**Response:** The members of the Plumas County Board of Supervisors disagree in part with this finding, to the extent that it suggests that most employees have been assigned extra duties or have otherwise taken on additional responsibilities. The vast majority of County employees have not seen their duties and responsibilities affected by the absence of a CAO. The absence of a CAO has primarily affected department heads and their top-level administrative employees, who constitute a small percentage of total County employment. Further, the additional expense of a CAO may result in smaller expenditures in other areas that would have greater impact on the work experience of most County employees. The addition of a CAO cannot be viewed in isolation, but instead must be considered as one of many options that must be considered in the context of a tight County general fund budget.

**Finding F4:** *“Given that it is important for department heads to make contact with the BOS regarding direction without violating the Brown Act, a CAO would be better positioned to supervise all department heads without violating the Brown Act.”*

**Response:** The members of the Plumas County Board of Supervisors disagree in part with this finding, to the extent that it suggests that department heads cannot make contact with the Board of Supervisors without violating the Brown Act. Individual members of the Board often work with the department heads on areas of interest and expertise for those members, and contact with a single Board member does not violate the Brown Act. Department heads can also discuss important matters by placing them on the Board’s agenda, in open or closed session as permitted by the Brown Act. However, the Board of Supervisors does acknowledge that a CAO would have greater freedom to communicate with department heads without implicating the Brown Act.

**Finding F5:** *“The Plumas County Civil Grand Jury finds it commendable that the Board of Supervisors and staff have addressed this fiscal struggle by taking on additional responsibilities, most without additional remuneration or pay.”*

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Superior Court of California, County of Plumas County

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**Response:** The members of the Plumas County Board of Supervisors disagree with this finding to the extent that it implies that any employee has taken on any additional duties that would require him or her to work out of class or otherwise legally require additional remuneration or pay. The Board of Supervisors otherwise agrees with this finding.

**Recommendations:**

***Recommendation R1.*** *"The Grand Jury recommends the BOS have a study conducted to review their options and approach for the position of CAO."*

**Response:** This recommendation has not yet been implemented, but will be implemented in the future. The Board of Supervisors will study its options and approach for the CAO position prior to beginning its recruitment. The date when circumstances will permit and warrant such recruitment have yet to be determined.

***Recommendation R2.*** *"The Grand Jury recommends the BOS reevaluate Plumas County's CAO job description."*

**Response:** This recommendation has not yet been implemented, but will be implemented in the future. The Board of Supervisors will reevaluate the job description for the CAO position prior to beginning its recruitment. The date when circumstances will permit and warrant such recruitment have yet to be determined.

***Recommendation R3.*** *"The Grand Jury recommends the BOS consider filling the vacant CAO position for the following reasons:*

- R3a To manage the organization while allowing the BOS to become more proactive.*
- R3b To better serve the organization while allowing the BOS to do what they were elected to do rather than the day-to-day administrative duties that could be done by a CAO.*
- R3c To be more cost effective.*
- R3d To avoid airing any unresolved departmental issues at public BOS meetings.*

**Response:** The recommendation has been partially implemented. The Board of Supervisors discussed the possible addition of a CAO during its June 16, 2015 regular meeting. The Board anticipates that additional discussions will take place

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in the future, until such time as it is feasible and advantageous to begin recruitment for a new CAO.

Respectfully submitted,

PLUMAS COUNTY BOARD OF SUPERVISORS

By

Kevin Goss, Chair

KG:sm

cc:

1. Plumas County Clerk
2. 2014-2015 Plumas County Grand Jury



## Plumas County Office of Emergency Services

270 County Hospital Road #127  
Quincy, California 95971

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

July 6, 2015

Plumas County Civil Grand Jury  
Attention: Joan Parkin, Foreperson  
Post Office Box 784  
Quincy, CA 95971-0784

RE: Office of Emergency Services Response to Findings  
2014-15 Plumas County Grand Jury Hazardous Materials Report

Dear Ms. Parkin

Per your May 18, 2015 correspondence, enclosed are the Plumas County Office of Emergency Services response to findings and recommendations regarding the 2014-2015 Plumas County Grand Jury Hazardous Materials Report.

Please feel free to contact me if you have any questions or need any additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Gerald Sipe".

Gerald Sipe, Director  
Plumas County Office of Emergency Services

Enclosure

CC: Presiding Judge, Plumas County Superior Court  
Plumas County Board of Supervisors  
Greg Hagwood, Plumas County Sheriff  
Steve Mansell, Deputy Plumas County Counsel

RECEIVED

JUL 09 2015

Therese Phelps Clerk

## **Emergency Services Response to the Grand Jury Report 2015**

### **Hazardous Material Response**

**Finding #1.** The Grand Jury finds that communication between Plumas County public safety agencies and railroad officials are profoundly inadequate.

**Response:** *Agree.* Plumas County continues working to improve communication with both Union Pacific Railroad and Burlington Northern Santa Fe Railway.

**Finding #2.** The Grand Jury finds that the lack of spill and containment equipment along rail routes in Plumas County poses a direct threat to public safety and the natural environment.

**Response:** *Agree.* The lack of spill containment equipment may hinder first response containment efforts and thereby increase the impacts of a release.

**Finding #3.** The Grand Jury finds that relying on Hazmat Response Teams from surrounding counties compromises response times and threatens Plumas County public safety and natural resources.

**Response:** *Agree.* Hazmat response teams coming from out-of-county often have delayed response times, and such delays may increase the impacts of a release.

**Finding #4.** The Grand Jury finds that the lack of training of first responders concerning hazardous materials that they may have to deal with could have profound consequences.

**Response:** *Agree.* Training of first responders is an ongoing priority.

**Finding #5.** The Grand Jury finds that population centers within Plumas County that are in close proximity to railroads have grossly inadequate protection resources.

**Response:** *Agree.*

**Recommendation #1:** The Grand Jury recommends Plumas County Emergency Services and Plumas County Environmental Health Agency establish direct local contact with Union Pacific and Burlington Northern Santa Fe Railway and any hazardous material carrier that operates within the county.

**Response:** *This recommendation is being implemented.* Since the Rich Bar Corn Incident in November 2014, Union Pacific Railroad has hired a new hazardous materials manager. This is the 3<sup>rd</sup> person serving in this capacity for UPRR in the past 2 years. This manager is actively participating in the Feather River Geographic Response Plan, a planning effort including the railroads, federal, state and local agencies to identify capabilities, strategies, and needs for a railway hazmat response between Lake Almanor and Portola down through Lake Oroville in Butte County. Working with this manager in a planning and preparedness capacity will greatly improve the working relationship during an actual incident. Similarly, the BNSF hazmat manager is also actively participating in this planning process.

**Recommendation #2:** The Grand Jury recommends that Plumas County negotiate with Railroad officials to have spill containment booms and absorbent kits in key strategic storage facilities in Plumas County.

**Response:** *This recommendation has not yet been fully implemented, but will be in the future.* The Plumas County Board of Supervisors has recently authorized the Office of Emergency Services to apply for grant funding from the California Department of Fish and Wildlife, Office of Spill Prevention and Response (OSPR) for a fully-equipped oil spill response trailer. Partnering with PG&E, plans are underway to house the trailer at Rodgers Flat Hydro Facility in the Feather River Canyon. This trailer would primarily serve the Feather River Canyon area but would be available for countywide response by local fire, search and rescue, or PG&E personnel. The Office of Emergency Services just learned that this grant has been awarded, and Plumas County will receive up to \$30,000 to purchase and equip this oil spill response trailer. In a separate application, Peninsula and Hamilton Branch Fire Departments are also applying to this program for a spill response trailer to serve Lake Almanor and the northern part of Plumas County. Additionally, the Feather River Geographic Response Planning as discussed above is currently underway. This effort may identify further resources, equipment caches, or other needs in other parts of Plumas County. After this assessment is complete, and the status of the additional spill response trailer grant application is known, meaningful discussions with the railroads can take place.

**Recommendation #3:** The Grand Jury recommends that the BOS find the means to provide Hazmat training and certification to in-county responders.

**Response:** *This recommendation is being implemented.* Training and certification of hazmat responders is ongoing. It is important to note that training level and certification must be matched to the role the first responder plays in an incident. For instance, First Responder Awareness (FRA) is an 8 hour certification aimed at general law and emergency medical personnel focusing on life safety protection issues. First Responder Operations (FRO) is the volunteer firefighter standard and includes training on defensive methods to contain and limit impacts of a release. In California, Hazardous Materials Technician and Specialist are certifications required for participation on a Hazardous Materials Response Team, and these are 160 hour and 240 hour certifications respectively. Hazmat team responders typically come from fire agencies but can come from a number of agencies including the law enforcement, environmental health, public works or others. In addition to the above training, specialized or topical training is also available for specific areas of hazmat response.

In large part because of the initial and ongoing investment in training required to support a HazMat Response Team, most rural counties do not have local teams. Currently, the nearest HazMat Teams are located in Butte and Shasta Counties, and these teams serve the all the counties of northeastern California. Local efforts are underway to evaluate the benefits and costs of forming and sustaining a local HazMat Response Team. This should be coming to the Board of Supervisors for discussion and direction to staff in the next few months.

Regardless the status of a formal local hazardous materials response team, a variety of other hazmat training is ongoing. In November 2014, Plumas County Office of Emergency Services and the Plumas County Fire Chief's Association cosponsored BNSF Railway to provide hazardous materials awareness and crude oil training for local fire responders in Greenville. Last fall, two firefighters from Peninsula Fire attended 40 hour railcar tank training at the Security and Emergency Response Training Center in Pueblo, Colorado. This is the topflight, nationwide training center for hazardous materials in transportation. Sponsored by the railroad industry, the costs for this training were paid for by BNSF Railway. This spring, 4 more local firefighters were sponsored to attend this training. Also this spring, a firefighter from Quincy Fire was able to attend 40 hour flammable liquid training at Texas A&M University. This training was funded by the American Petroleum Institute and Phillips Petroleum. Coming up this fall, a firefighter from Eastern Plumas Fire will attend the Continuing Challenge, a weeklong hazmat conference in Sacramento. This funding was provided through the Local Emergency Response Committee, a collaborative planning group comprised of both public agency and private sector members in northeast California, and which the Plumas County Office of Emergency Services is an active participant. All these trainings afford the participants the opportunity to bring back skills and information that can be shared with other local responders through the Plumas County Fire Chiefs' Association training committee. Also in the planning stages, Plumas and Butte Counties are partnering to hopefully offer a Hazmat Technician class at Butte College in 2016. This training is usually offered in larger urban areas and the four-week course is difficult for local firefighters to attend. If successful, this will be the most available a Technician-level training has been to Plumas County responders in many years. Previously, the closest classes have been held in Sacramento or the Bay Area.

**Recommendation #4:** The Grand Jury recommends more hazardous materials training between first responders and all those involved in mitigating hazardous materials disasters. Union Pacific, for example, offers tank car safety training in Roseville, CA, at CSTI (California Specialized Training Institute) every year. The training involves practically all aspects of hazardous materials incident mitigation.

**Response:** *This recommendation is being implemented.* As mentioned above, many hazmat training opportunities have been made available to local first responders this past year. In addition to training, mock scenarios or exercises are an important part of hazardous materials response and preparedness. Plumas County Office of Emergency Services, the California Specialized Training Institute and the California Office of Emergency Services held a tabletop exercise at the Plumas-Sierra County Fairgrounds in April. Over 40 participants including Union Pacific Railroad, local, regional, state and federal response agencies discussed response plans, protocols, capabilities and resources. The lessons learned from this exercise are being applied in various ways, including local responder training and hazmat plan updates. Plans for a follow up field exercise are also under way.

**Recommendation #5:** The Grand Jury recommends that the BOS and Plumas County OES conduct a “What If” evaluation for population centers within Plumas County that are within potential “blast zones” of crude-by-rail tanker cars.

**Response:** *This recommendation has not yet been fully implemented, but will be in the future.* The Feather River Geographic Response Plan discussed above, covers railway hazmat response between Lake Almanor and Portola down through Lake Oroville in Butte County. Identifying impacts of a catastrophic release to population centers, critical infrastructure, sensitive habitat, and other vulnerabilities will be a part of this planning effort.



# Office of the Sheriff

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

GREGORY J. HAGWOOD  
SHERIFF/CORONER

PLUMAS COUNTY GRAND JURY  
PO BOX 784  
QUINCY, CA 95971  
7/15/15

June 15, 2015

Plumas County Civil Grand Jury  
Attention: Joan Pearson, Foreperson  
PO Box 784  
Quincy, CA 95971

Dear Ms. Perkin,

In our reply to your recent letter, please find the Sheriff's Office comments on findings and recommendations regarding the Emergency Communications Report submitted by your 2014-2015 Grand Jury.

I thank you for the time and effort put into developing such an in depth report. If you have any questions or need for more information, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Greg Hagwood".

Greg Hagwood  
Sheriff –Coroner

CC: Presiding Judge, Plumas County Superior Court  
Plumas County Board of Supervisors  
Jerry Sipe, Director Plumas County Office of Emergency Services  
Steve Mansell, Deputy Plumas County Counsel

## **Sheriff's Office response to the 2014-2015 Grand Jury Report Communications Systems**

**Finding #1.** The Grand Jury finds that the Plumas County radio system depends heavily on commercial power, and many of the inherent problems stem from power outages and power-related issues.

**Response:** *Concur.* Commercial power is always subject to outages and at most communication sites, back-up generators address this possibility. Since all sites the County currently occupies are owned by either governmental agencies or private entities, the serviceability of back up power systems (generators) is largely out of local control as it falls under the responsibility of the site owner. Considerable headway has been made to get local power providers to help with long-term outages and efforts are underway to increase site battery capacity for extending communication equipment up time in power outages.

**Finding #2.** The Grand Jury believes that the Plumas County public safety radio system [should] have the capability of reaching effectively all stretches of major public roads and railways.

**Response:** *Concur.* While this goal is largely met, there are some gaps that are a result of the FCC narrow-banding requirement. Efforts are in progress to mitigate those gaps.

**Finding #3.** The Grand Jury finds that increasing costs and radio interference from private communications carriers are problematic.

**Response:** *Concur.* The large demand for space at communication sites and limited facilities to address the overall need has led to a supply and demand problem. This in turn drives rates up as the supply does not meet the demand. Additionally increasing site use by various entities increases interference, which adversely affects emergency communications. The County endeavors to build its own communication facilities at key sites to mitigate these ongoing issues.

**Finding #4.** The Grand Jury finds that emerging technology and recent congressional action may present changes in the future of public safety radio operations in Plumas County.

**Response:** *Concur.*

**Finding #5.** The Narrowband Mandate has had a detrimental effect on County emergency radio service.

**Response:** *Concur.* In the known history of emergency service communications in Plumas County, this mandate has been the single largest negative impact on emergency communications. The costs just to meet the mandate were high and continue to rise as mitigation efforts to recover lost coverage are developed.

**Recommendation #1:** The Grand Jury recommends that the Board of Supervisors and the Plumas County Office of Emergency Services negotiate with the power company to prevent potential disconnects on public service radio sites due to non-payment.

**Response:** *Concur.* This problem is not exclusive to the Office of Emergency Services, but affects all emergency communications in the County. Efforts are underway, and tentative agreements on plans, are being made to address long-term outages at critical communication infrastructure sites. As in the answer to Finding #3, County ownership of communication site infrastructure will also help mitigate this issue.

**Recommendation #2:** The Grand Jury recommends testing of backup power systems at all radio sites to be conducted on a regular basis.

**Response:** *Concur.* This is a project currently in progress. While battery back-up systems are enhanced, the overall capacity of these systems is evaluated as part of the process. Back-up systems will be part of an annual preventive maintenance program for all communication equipment.

**Recommendation #3:** The Grand Jury recommends that the Plumas County Sheriff's Office and Fire Districts conduct field testing to identify areas within Plumas County that are known for poor communication zones.

**Response:** *Concur.* The Sheriff's Office has already implemented considerable testing that, once completed, will be the basis for system expansion needs. While some fire agencies have conducted testing in their districts, others have not. A definitive plan is needed to facilitate testing using common standards and then aggregating the acquired data into a summary to develop potential plans to increase coverage. In remote areas, tactical repeaters, deployed as needed, may be the best, and most cost effective, approach.

**Recommendation #4:** The Grand Jury recommends that the BOS, Sheriff's Office, and Fire District Chiefs set up a working committee to meet periodically to address ongoing communications issues.

**Response:** *Concur* Public safety communications has been the topic of discussion in numerous local and regional groups the Sheriff's Office and other public safety entities participate in. Since the communication needs of all entities have significant similarities, the need for a single committee that deals with local emergency communication has already been identified. Moving forward, this committee will likely involve representatives of law enforcement, fire, EMS, public works, local OES and a member of the Board of Supervisors, with the over-reaching goal of working towards solutions that address all entities needs.

**Recommendation #5:** The Grand Jury recommends that the BOS work with Cal Fire for interoperability into the Cal Fire mobile radio system.

**Response:** *Concur, with qualifications.* The Sheriff's Office and Plumas County Fire already have interoperability agreements with CalFire where each entities communication systems can be used by the entity for response coordination efforts. For numerous operational requirements, it is not practical, or a workable solution, for either agency to exclusively use the others systems as a primary method of communications and dispatching.

**Recommendation #6:** The Grand Jury recommends that the BOS and the Office of Emergency Services review potential rate increases and explore measures and alternatives that ensure the stability of the EMS radio system.

**Response:** *Concur.* The local EMS communication systems, due to a number of standing agreements, have become the responsibility of the Sheriff's Office. The costs associated with keeping the system operational have been increasing as mentioned previously and, unfortunately, funding to cover costs has been diminishing. Local ambulance services and receiving hospitals all have a mandate to use this system for medical transportation and required direction for patient care. Through the local Emergency Medical Care Council (EMCC) platform, a number of options have been identified to address the funding shortfall with plans on developing cooperative agreements that address not only funding, but continued maintenance and operation of the system

**Recommendation #7:** The Grand Jury recommends that the BOS work with the Sheriff's Office in considering building their own sites at specific locations where private carrier activity is service affecting and pushing rental costs at shared site tower and vaults beyond affordability.

**Response:** *Concur.* A number of projects are already underway, and others are in the planning stage, to accomplish this recommendation. Most currently used communication sites are conducive to this effort, but not all. Every step made toward this recommendation will have a positive affect on mitigating increasing costs.

**Recommendation #8:** The Grand Jury recommends that the BOS, Office of Emergency Services, and Sheriff's Office stay informed on communications technology and work closely with vendors and experts to find a system that can provide reliable service and widespread coverage.

**Response:** *Concur.* The Sheriff's Office is actively developing plans for migration to digital radio systems to regain some of the coverage losses. In addition plans exploring the feasibility of a trunked radio system are being reviewed to streamline local public safety communications. The Sheriff's Office is also staying abreast of developments in FirstNet, a federal mandate to bring LTE technology to all public safety agencies nationwide.

**Recommendation #9:** The Grand Jury further recommends that the BOS pursue a cooperative relationship with local communications provider PSLN (Plumas-Sierra Rural Electric Coop) in considering the possibility of using their fiber network as a means to provide an alternative to the present radio system.

**Response:** *Concur, with qualifications.* The Sheriff's Office already had a co-operative agreement with Plumas Sierra for use of fiber that backs up control systems for public safety radio systems. This is a very positive step in developing system control resiliency, thus providing for more reliability and system up time. As fiber is largely used to transport data between specific points, there is no direct use of fiber that would increase radio communication coverage. The ancillary use of fiber to back up certain control aspects of the local public safety communication systems will be expanded as Plumas Sierra builds out their system.

**Recommendation #10:** The Grand Jury recommends more attention to be focused on training with what we presently have, and finding resolutions to all the inherent problems that have been outlined in this report.

**Response:** *Concur.* With literally hundreds of local public safety personal, the efficiency and effectiveness of the system is definitely affected by those individual's proper use of the system. The Sheriff's Office has provided this type of training to local agencies and will continue to do so. The continued turnover of personal in all agencies makes this an important, and integral, on-going requirement.

Chester Cemetery District

PO Box 539

Chester, CA 96020

530 258 3878

Plumas County Civil Grand Jury

PO Box 784

Quincy, CA 95971 0784

July 9, 2015

Dear Grand Jury,

Enclosed is the Chester Cemetery District reply to your Findings and Recommendations. Thank you for the favorable things you reported about our Cemetery. Our staff works very hard to keep the Cemetery up and provide good customer service.

Sincerely,

Gary Cornwell,

President, Chester District Cemetery Board

CC: Plumas County Superior Court

RECEIVED

AUG 03 2015

by Therese Phelps Clerk

Chester Cemetery District

PO Box 539

Chester, CA 96020

Response to the Findings and Recommendations of the Plumas County Grand Jury Report

Findings:

F1. Chester Cemetery District disagrees wholly with this statement as it pertains to the Chester Cemetery District. Chester Cemetery District is happy to give user-friendly access to cemetery information. We have an open door policy. People just have to come by the cemetery during business hours (which are posted) or call. Mr. Biscotti is even available after hours. The cemetery phone number is listed in two places in the phone book. We also have a web site that helps people find the graves they are looking for. When people come in person to search for a grave the employees are more than happy to stop what they are doing and help find the persons loved one.

F2. The Chester Cemetery District acknowledges that we do not have a complete written policy, procedures and operations manual. We are in the process of writing one. It will take about 12 to 18 months to complete.

F3. The Chester Cemetery District acknowledges the lack of cemetery information on the Plumas County website. That might not be the place for cemetery information as the cemeteries are special districts. It is probably the County's responsibility to put information on their website.

F4. Chester Cemetery District disagrees wholly with this statement as it pertains to the Chester Cemetery. Chester Cemetery has many ways to help people find where their loved ones have been laid to rest. There is a web site, paper map, records and even apps on the phones of the employees.

RECEIVED

AUG 03 2015

By Therese Phelps - Gen

F5. Chester Cemetery District wholly agrees with this statement. There is a serious lack of funds for cemeteries. The tax dollars are decreasing each year and with more cremation burials instead of full body burials the income for cemeteries is decreasing. We have researched to offer every possible means of burial allowed as in "big" cemeteries to try and keep up with the times and try to increase our business. We are also looking each year to see how we can reduce costs where we can.

F6. Chester Cemetery District finds this finding partially true. Many times the families do not call the cemetery to talk to them directly. They go thru the mortician. The cemeteries do not necessarily know what the mortician is saying. If the families would just call the cemetery they are trying to use they would get up to date information and reasons. It is not the cemeteries wish to cause people delay and grief but winter weather up here does cause delays.

Recommendations:

R1. Chester Cemetery wholly agrees. The phone book has the number in both the white pages and yellow pages. We also have a website. We are looking into putting the Board Member names on the website. The after hour number is on the door and the answer machine.

R2. Chester Cemetery District wholly agrees. The manual is in process and will take about 12 to 18 months to complete.

R3. Not in the area of the Chester Cemetery.

R4. Chester Cemetery has accurate records of its burials. It is updated very frequently. There is also a web site where one can look this up.

R5. The Chester Cemetery District does not agree to this. We have already consolidated with Prattville Cemetery. Because of distance it would be very inefficient and costly to consolidate with another cemetery.

R6. Chester Cemetery District does not wholly agree to this. We do not always get contact information from the mortician when there is a burial. When a grave sale is made the cemetery can give a notice with the sale that would explain possible weather delays.

The Meadow Valley Cemetery District board of directors has met and unanimously agreed to the following responses, recommendations, and comments.

F 1 The 2014-2015 Plumas County Grand Jury finds a serious lack of user friendly access to cemetery information for fees, contact numbers, board minutes, location of individual grave sites, etc.

Response: Directors partially disagree with the finding.

All our directors have an up-to-date fee schedule and up to date maps locating individual grave sites, dates of burial and available sites. A contact number is posted with meeting notifications. Director contact numbers are available at funeral directors offices, the Barnard accounting firm and at the Plumas County auditors office.

Minutes are available at meetings and are held with the secretary.

F 2 The Grand Jury finds it problematic that not all districts have written policy, procedures, and operations manuals readily accessible on-site for employees.

Response: We have no knowledge of other districts, but you have received a copy of our manual which is up-dated periodically.

F 3 The Grand Jury finds a serious lack of access information about the cemetery districts on the Plumas County website.

Response: Agreed. We would certainly supply any information needed.

F 4 The Grand Jury finds the lack of information about the locations of remains within most cemetery facilities creates difficulties for the general public.

Response: Disagree. As stated in response to F1, The Meadow Valley District directors all have up-to-date maps of burials and open plots.

F 5 The Grand Jury finds a consistent depletion of income from all sources for the cemetery districts that seriously threatens the economic viability and continued stable operations and maintenance of the facilities under the limited governance of the Board of Supervisors.

Response: Disagree with regards to the cemetery. The only major difference between income and expenses was in 2009-10 because of a new maintenance shop. We are diligently collecting endowment funds, but we can only use the interest from this account.

F 6 The Grand Jury finds the reasons for any delay of burials due to weather or ground conditions are not clearly communicated to the families of the deceased.

Response: Disagree. Every effort is made to accommodate families for burials as requested, but ground conditions such as snow or excessive rain could delay full burials. This is made clear when directors are contacted.

RECEIVED

AUG 03 2015

By Theresa Phillips GCR

## Recommendations

R1 Each cemetery should make it a priority to disseminate and publish contact numbers, board minutes and other information in a really accessible manner, including making sure local phone books have at least one easily located number per facility.

Response: This could easily be accomplished by having the Dept. of Public Works listed under cemeteries in all local telephone books. Minutes could be put on the counties web site as well as contact information. Our directors have indicated that they do not want their home number listed as we have no business telephone.

R2 Each cemetery should create or update its written policy, procedures, and operations manuals, and keep them on site for easy access by employees.

Response: MVC has a current manual which you have received. One could be stored in our maintenance shop with our part time employee or at the Fire Hall which is our customary meeting place.

R3 The BOS should facilitate the inclusion of basic information for all the cemetery districts under its jurisdiction on its website, along with a link to the LAFCo website.

Response: See response to R2

R4 Each cemetery should create and maintain accurate records of the location of all burials within the facility, and to update these records frequently for accuracy.

Response: Each MVC director has an updated map with burials listed and dates. We have plans to build a bulletin board at the entrance in the future which will have a map and directory.

R5 The smaller cemetery districts should investigate possible Joint Powers Agreements with a view to future consolidation as a step toward making use of the resources while increasing the viability of the county cemetery system overall.

Response: The MVC directors do not agree that a county wide district is in the best interest of our local community. We believe that we are viable and offer a quality of service that may be lost or diminished with a larger government agency.

R6 There should be written communications by the Chair of the Board of the Cemetery District to the families of the deceased that clearly explain and reasons for delay of burial.

Response: Letters explaining burial problems because of the weather could easily be on hand at the funeral homes and sent to those inquiring about burials.

The Meadow Valley Cemetery District board would like to thank the Grand Jury for their interest and suggestions. We hope you had an opportunity to visit our cemetery as we are very proud to have this beautiful facility in Plumas County

# BOARD OF SUPERVISORS

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



July 21, 2015

The Honorable Ira R. Kaufman  
Presiding Judge  
Superior Court of California, County of Plumas  
520 Main Street, Room 104  
Quincy, CA 95971

Re: **RESPONSE TO 2014-2015 PLUMAS COUNTY GRAND JURY REPORT TITLED  
"AN OVERVIEW OF PLUMAS COUNTY EMERGENCY SERVICES  
COMMUNICATIONS SYSTEM"**

Dear Judge Kaufman:

Please find the Plumas County Board of Supervisors response and comments to the 2014-2015 Plumas County Grand Jury final report titled "An Overview of Plumas County Emergency Services Communications System."

## FINDINGS AND RECOMMENDATIONS:

### Findings:

***Finding F1:*** *"The Grand Jury finds that the Plumas County radio system depends heavily on commercial power, and many of the inherent problems stem from power outages and power-related issues."*

**Response:** The members of the Plumas County Board of Supervisors agree with this finding.

***Finding F2:*** *"The Grand Jury believes that the Plumas County public safety radio system [should] have the capability of reaching effectively all stretches of major public roads and railways."*

**Response:** The members of the Plumas County Board of Supervisors agree with this finding.

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JUL 21 2015

By Theresa Phelps Clerk

The Honorable Ira R. Kaufman, Presiding Judge  
Superior Court of California, County of Plumas County

Re: **RESPONSE TO 2014-2015 PLUMAS COUNTY GRAND JURY REPORT  
TITLED “AN OVERVIEW OF PLUMAS COUNTY EMERGENCY  
SERVICES COMMUNICATIONS SYSTEM”**

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***Finding F3:*** “*The Grand Jury finds that increasing costs and radio interference from private communications carriers are problematic.*”

**Response:** The members of the Plumas County Board of Supervisors agree with this finding.

***Finding F4:*** “*The Grand Jury finds that emerging technology and recent congressional action may present changes in the future of public safety radio operations in Plumas County.*”

**Response:** The members of the Plumas County Board of Supervisors agree with this finding.

***Finding F5:*** “*The Narrowband Mandate has had a detrimental effect on County emergency radio service.*”

**Response:** The members of the Plumas County Board of Supervisors agree with this finding.

**Recommendations:**

***Recommendation R1.*** “*The Grand Jury recommends that the Board of Supervisors and the Plumas County Office of Emergency Services negotiate with the power company to prevent potential disconnects on public service radio sites due to non-payment.*”

**Response:** This recommendation has not yet been fully implemented, but will be in the future. The OES Director will take the lead on this project, and the Board of Supervisors will support his efforts.

***Recommendation R2.*** “*The Grand Jury recommends testing of backup power systems at all radio sites to be conducted on a regular basis.*”

**Response:** This recommendation has not yet been fully implemented, but will be in the future. It is the Board of Supervisors’ understanding that the OES Director and Sheriff are already pursuing such testing.

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**Recommendation R3.** *“The Grand Jury recommends that the Plumas County Sheriff’s Office and Fire Districts conduct field testing to identify areas within Plumas County that are known for poor communication zones.”*

**Response:** This recommendation has not yet been fully implemented, but will be in the future. The Board of Supervisors agree that it is important to know where the gaps in communications coverage are, and will support the efforts of the Sheriff, OES Director, and third parties to identify these coverage gaps.

**Recommendation R4.** *“The Grand Jury recommends that the BOS, Sheriff’s Office, and Fire District Chiefs set up a working committee to meet periodically to address ongoing communications issues.”*

**Response:** The recommendation has been implemented. The Board of Supervisors refers the Grand Jury to the OES Director’s response for further details.

**Recommendation R5.** *“The Grand Jury recommends that the BOS work with Cal Fire for interoperability into the Cal Fire mobile radio system.”*

**Response:** This recommendation has been implemented. According to the OES Director, relevant Plumas County agencies currently have interoperable capabilities with Cal Fire and USFS mobile radios.

**Recommendation R6.** *“The Grand Jury recommends that the BOS and the Office of Emergency Services review potential rate increases and explore measures and alternatives that ensure the stability of the EMS radio system.”*

**Response:** This recommendation has been implemented. The Emergency Medical Care Council (EMCC) is currently investigating various funding options and working to ensure consistency with the three hospitals throughout the county. The Board of Supervisors will be supportive of these efforts.

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Superior Court of California, County of Plumas County  
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***Recommendation R7.*** *“The Grand Jury recommends that the BOS work with the Sheriff’s Office in considering building their own sites at specific locations where private carrier activity is service affecting and pushing rental costs at shared site tower and vaults beyond affordability.”*

**Response:** This recommendation has been implemented. The Sheriff’s Office is actively pursuing establishing County-owned sites where feasible, and the Board of Supervisors supports this project.

***Recommendation R8.*** *“The Grand Jury recommends that the BOS, Office of Emergency Services, and Sheriff’s Office stay informed on communications technology and work closely with vendors and experts to find a system that can provide reliable service and widespread coverage.”*

**Response:** This recommendation has been implemented. County staff keeps up to date on important developments in this field, and brief the Board of Supervisors as warranted.

***Recommendation R9.*** *“The Grand Jury further recommends that the BOS pursue a cooperative relationship with local communications provider PSLN (Plumas-Sierra Rural Electric Coop) in considering the possibility of using their fiber network as a means to provide an alternative to the present radio system.”*

**Response:** This recommendation has not yet been fully implemented, but will be in the future. The Board of Supervisors agrees that such a relationship should be explored. It is the Board’s understanding that the OES Director will communicate with the Sheriff’s Office to discuss the feasibility of this recommendation.

***Recommendation R10.*** *“The Grand Jury recommends more attention to be focused on training with what we presently have, and finding resolutions to all the inherent problems that have been outlined in this report.”*

**Response:** This recommendation has been implemented. County agencies are increasingly focused on doing what it takes to address emergency communications issues, given the developments described in the report. This will continue to be a high priority for the County.

The Honorable Ira R. Kaufman, Presiding Judge  
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July 21, 2015

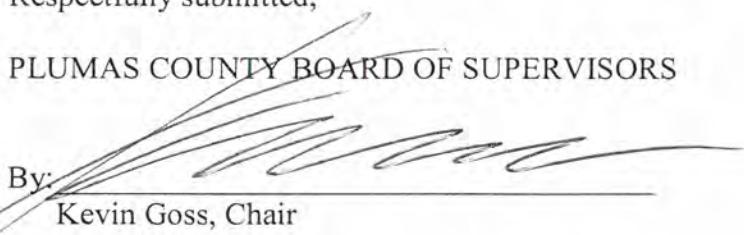
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Respectfully submitted,

PLUMAS COUNTY BOARD OF SUPERVISORS

By:

  
Kevin Goss, Chair

KG:sm

cc:

1. Plumas County Clerk
2. 2014-2015 Plumas County Grand Jury

# BOARD OF SUPERVISORS

TERRY SWOFFORD, DISTRICT 1  
KEVIN GOSS, DISTRICT 2  
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July 21, 2015

The Honorable Ira R. Kaufman  
Presiding Judge  
Superior Court of California, County of Plumas  
520 Main Street, Room 104  
Quincy, CA 95971

Re: **RESPONSE TO 2014-2015 PLUMAS COUNTY GRAND JURY REPORT TITLED  
"NEW JAIL INSPECTION, SAME OLD PROBLEMS"**

Dear Judge Kaufman:

Please find the Plumas County Board of Supervisors response and comments to the 2014-2015 Plumas County Grand Jury final report titled "New Jail Inspection, Same Old Problems."

## FINDINGS AND RECOMMENDATIONS:

### Findings:

***Finding F1:** "The Grand Jury finds the Jail facility antiquated and inadequate and that the County needs a new jail as no amount of repair can bring it up-to-date."*

**Response:** The members of the Plumas County Board of Supervisors agree that the current jail facility no longer meets the County's correctional needs, and that a new facility should be built once adequate funding can be obtained to finance its construction.

***Finding F2:** "The Grand Jury finds although the Jail continues to operate, the Board of State and Community Corrections found the physical plant is and has been non-compliant with Title 24, Section 1231.2.4, Sobering Cell."*

**Response:** The members of the Plumas County Board of Supervisors agree that recent inspection reports of the Board of State and Community Corrections have made this finding.

RECEIVED

JUL 21 2015

34 Therese Pfeiffer Clerks

520 MAIN ST., ROOM 309 • QUINCY, CALIFORNIA 95971 • (530) 283-6170 • FAX (530) 283-6288

The Honorable Ira R. Kaufman, Presiding Judge  
Superior Court of California, County of Plumas County  
Re: **RESPONSE TO 2014-2015 PLUMAS COUNTY GRAND JURY REPORT**  
**TITLED “NEW JAIL INSPECTION, SAME OLD PROBLEMS”**

July 21, 2015

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***Finding F3:*** “*The Grand Jury found kitchen equipment to be inadequate and needs replacing.*”

**Response:** The members of the Plumas County Board of Supervisors agree with this finding, to the extent it refers to the condition of the kitchen equipment at the time of the Grand Jury’s investigation. The jail’s kitchen equipment has since been replaced with new, modern equipment.

***Finding F4:*** “*The Grand Jury found it problematic the Jail does not meet the requirements of ADA Act.*”

**Response:** The members of the Plumas County Board of Supervisors agree with this finding, to the extent that any aspect of the jail’s physical plant is not in compliance with the ADA. The Board of Supervisors does not express an opinion about the ADA compliance of any specific aspect of the current jail facility, however, as this finding does not specifically identify any such area of noncompliance.

**Recommendations:**

***Recommendation R1.*** “*The Plumas County Civil Grand Jury recommends that the BOS fully commit to build a new jail to replace the current jail facility which is antiquated and inadequate.*”

**Response:** The recommendation has been implemented. The Board of Supervisors is fully committed to exploring every avenue available to building a new jail facility to replace the current facility.

***Recommendation R2.*** “*The Grand Jury recommends the BOS continue to support the grant writing opportunity that has been started by GCL. Should the grant be awarded to Plumas County, the BOS should facilitate the building of the new Jail facility in Plumas County immediately.*”

**Response:** The recommendation has been implemented. The Board of Supervisors strongly supports CGL’s efforts to obtain grant funding from the State of California for a new jail facility, and will continue to take whatever steps are necessary towards that end. Should CGL be successful with obtaining this grant funding for the County, the Board of Supervisors anticipates that construction will begin as soon as reasonably possible.

The Honorable Ira R. Kaufman, Presiding Judge  
Superior Court of California, County of Plumas County

Re: **RESPONSE TO 2014-2015 PLUMAS COUNTY GRAND JURY REPORT  
TITLED “NEW JAIL INSPECTION, SAME OLD PROBLEMS”**

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***Recommendation R3.*** *“The Grand Jury recommends that if the grant is not awarded to Plumas County, the BOS fund the replacement of the kitchen equipment.”*

**Response:** The recommendation has been implemented. The kitchen equipment at the jail has been replaced.

***Recommendation R4.*** *“The Grand Jury recommends that Jail be brought into compliance with ADA Act.”*

**Response:** The recommendation has been partially implemented. Bringing the jail facility into ADA compliance is an ongoing process, which will continue to the extent that it is possible to do so with the current facility. Ideally, the County will obtain funding to build a new jail facility that will ADA compliant from day one, which will render this recommendation moot.

***Recommendation R5.*** *“The Grand Jury recommends repair of the Jail’s sobering cell to bring it into compliance with the Board of State and Community Corrections Title 24, Section 1231.2.4, Sobering Cell. The BOS could utilize some of the funding in the General Plan which has been set aside for the matching funds portion of the State’s grant application requirement.”*

**Response:** This recommendation has not yet been implemented, but will be implemented in the future. In the event that Plumas County is unsuccessful at obtaining funding for a new jail facility, it will continue to take the necessary actions with respect to the current facility to maintain compliance with applicable statutes and regulations. The County will evaluate all possible funding sources to do so.

The Honorable Ira R. Kaufman, Presiding Judge  
Superior Court of California, County of Plumas County

Re: **RESPONSE TO 2014-2015 PLUMAS COUNTY GRAND JURY REPORT  
TITLED “NEW JAIL INSPECTION, SAME OLD PROBLEMS”**

July 21, 2015

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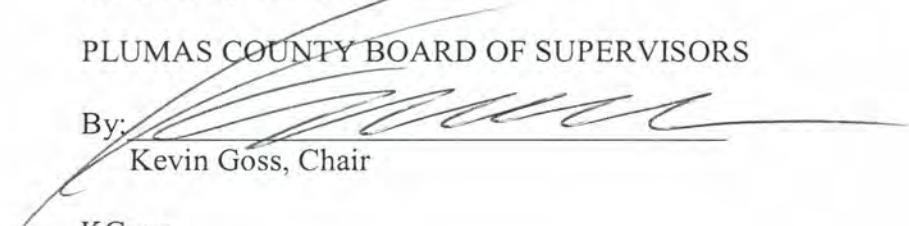
***Recommendation R6.*** “*The Grand Jury recommends that if the grant is not awarded to Plumas County, the BOS pursue other opportunities to fund the building of a new Jail facility in Plumas County.*”

**Response:** This recommendation has not yet been implemented, but will be implemented in the future. In the event that Plumas County is unsuccessful at obtaining the aforementioned grant funding, it will continue to be aggressive in pursuing other potential avenues to fund a new jail facility.

Respectfully submitted,

PLUMAS COUNTY BOARD OF SUPERVISORS

By:

  
Kevin Goss, Chair

KG:sm

cc:

1. Plumas County Clerk
2. 2014-2015 Plumas County Grand Jury



# Taylorsville Cemetery District

PO Box 46 • Taylorsville, CA • 95983-0046

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08/10/2015

## Response to Grand Jury Report

*Need 8-18-15  
to follow up*

### Findings:

- F1. I agree with the finding.
- F2. I agree with the finding.
- F3. I agree with the finding.
- F4. I agree with the finding.
- F5. I agree with the finding.
- F6. I agree with the finding.

### Recommendations:

R1. The recommendation has not yet been implemented, but will be implemented in the future.

I will contact Feather Publishing who produces the Plumas Lassen Connection to include a contact phone number for Taylorsville Cemetery District in their next publication.

The Taylorsville Cemetery files and records used to be located at the local Taylorsville Post Office where the public could come for help and information. That has changed this past year and now the files and records are in my home. The Post Office now gives my phone number to anyone who calls or stops by for information. The local museum has a copy of our map of the cemetery and anyone who wishes to see it may do so. Also they give my phone number to anyone who needs more information or help.

The Cemetery Board will discuss more and better ways to disseminate and publish contact numbers, board minutes, and other information in a more readily accessible manner. We will do this within the next six months.

R2. The recommendation has not yet been implemented, but will be in the future.

The Taylorsville Cemetery Board needs to update its written policy, procedures, and operations manuals. This has not been done for at least ten years so it is time to do so. This information is currently in files in my home and is available to board members. This will be a project to work on this whole next year.

R3. The recommendation has not yet been implemented, but will be in the future.

Taylorsville Cemetery District is willing to give our supervisor any information requested to be posted on the county website.

Taylorsville Cemetery District would like to create its own website so the public would have easy access to information. I do not know how to do this myself but we are

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currently looking to recruit another board member who would possibly have the skills to do this. Another option would be to hire an outside person to create a website. We will discuss this at our next board meeting.

R4. The recommendation has not yet been implemented, but will be in the future.

Taylorsville Cemetery District has done its best to create accurate records of the location of all burials in the cemetery. We will work on updating, typing and maintaining accurate records of burials. We hope to build a display with the map inside it outside the cemetery for the benefit of the public. We hope to be started on this project in the fall.

R5. The recommendation has not yet been implemented but will be discussed.

Our supervisor has suggested the possibility of merging with Crescent Mills Cemetery District. However, the Taylorsville Board members have not been enthusiastic about this idea at this time. It is unclear what the future will be regarding the consolidation of the smaller cemetery districts.

R6. The recommendation has not yet been implemented, but will be in the future.

I do not feel that there has been a problem in communicating to families of the deceased about reasons for delays of burials. But there is certainly a problem digging holes in the winter months when the ground is frozen. Families have understood this situation and have readily agreed to postpone burials until the weather turns milder. I would of course, write and explain to families about reasons for delays of burials if it seemed necessary.

Kathleen Erickson  
Taylorsville Cemetery Board chair person  
PO Box 46  
Taylorsville, CA 95983  
530 284 6102

MOHAWK VALLEY CEMETERY DISTRICT

P.O. BOX 1051

GRAEAGLE, CA 96103

August 27, 2015

Via U.S. Mail

Plumas County Civil Grand Jury

c/o Joan Parkin, Foreperson

P.O. Box 784

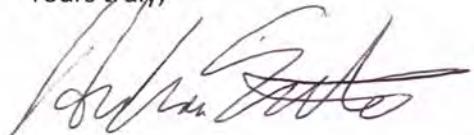
Quincy, CA 95971-0784

Dear Joan Parkin, Foreperson,

Enclosed is the Mohawk Valley Cemetery District's Responses to Findings and Recommendations of the May 18, 2015 Plumas County Civil Grand Jury Report: Plumas County Cemeteries. As required in your June 8, 2015 letter that I received with the copy of the Grand Jury's report, I will also provide a copy of our Responses to the Presiding Judge of the Plumas County Superior Court (Ira R. Kaufman). In addition, I will provide a copy of our responses to the Plumas County Board of Supervisors as they are included in the report and are our district's governing body.

Thank you.

Yours truly,



Andrew Smith/Chairman-Director

Mohawk Valley Cemetery District

cc:

Ira R. Kaufman, Presiding Judge, Plumas County Superior Court

Clerk of the Plumas County Board of Supervisors



MOHAWK VALLEY CEMETERY DISTRICT

P.O. BOX 1051

GRAEAGLE, CA 96103

**RE: Mohawk Valley Cemetery District Responses to Findings and Recommendations of the May 18, 2015 Plumas County Civil Grand Jury Report: Plumas County Cemeteries**

**Findings:**

**F1.** The 2014-15 Plumas County Grand Jury finds a serious lack of user-friendly access to cemetery information for fees, contact numbers, board minutes, location of individual graves sites, etc.

**Response:** *If the term "user-friendly" implies no human interaction, and specifically, a computer website(s) for accessing all the various detailed information described for the various cemeteries, then the Mohawk Valley Cemetery District agrees with the finding.*

**F2.** The Grand Jury finds it problematic that not all districts have written policy, procedures, and operations manuals readily accessible on-site for employees.

**Response:** *Based on available information the Mohawk Valley Cemetery District agrees with the finding.*

**F3.** The Grand Jury finds a serious lack of access information about the cemetery districts on the Plumas County website.

**Response:** *The Mohawk Valley Cemetery District agrees with the finding.*

**F4.** The Grand Jury finds the lack of information about the locations of remains within most cemetery facilities creates difficulties for the general public.

**Response:** *The Mohawk Valley Cemetery District disagrees in part with the finding. Most persons in the general public who have loved ones buried are able to remember and find the location of their remains due to the small size of the cemeteries in our district as compared to the vast cemeteries found in much larger populated areas. Cemetery personnel are available with log books and maps to answer questions of those few who may be experiencing some difficulty finding the location of remains.*

**F5.** The Grand Jury finds a consistent depletion of income from all sources for the cemetery districts that seriously threatens the economic viability and continued stable operations and maintenance of the facilities under the limited governance of the Board of Supervisors.

**Response:** *The Mohawk Valley Cemetery District disagrees in part with the finding. According to the Income/Expense analysis provided in the Grand Jury's Report, the Mohawk Valley Cemetery District's annual income from all sources have held steady and far outweigh our expenses in each of the years posted. This confirms not a depletion, but a consistent increase in overall monies for our district. At this time it is determined that the Mohawk Cemetery District's economic viability and continued stable operations and maintenance are not seriously threatened.*

**F6.** The Grand Jury finds the reasons for any delay of burials due to weather or ground conditions are not clearly communicated to the families of the deceased.

**Response:** *The Mohawk Valley Cemetery District disagrees in part with the finding. In full- body, time sensitive burials requiring a casket, family members of the deceased have hired a funeral home director to assist them with the logistics of their loved one passing. The funeral home director is in contact with the cemetery district as to the scheduled time of burial and information on weather or ground conditions which would delay the burial are discussed. The funeral home director would normally communicate any information regarding a delay to the family of the deceased without that information needing to be conveyed directly by the cemetery district. For families who need only to bury an urn (with the cremated remains), issues of delay due to weather or ground conditions have not been relevant because the burial is not time sensitive due to the nature of the remains. In addition, poor weather or ground conditions are far less problematic for burying a small urn in comparison with a relatively large casket.*

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**Recommendations:**

**R1.** Each cemetery district should make it a priority to disseminate and publish contact numbers, board minutes and other information in a readily accessible manner, including making sure local phone books have at least one easily located number per facility.

**Response:** *The recommendation requires further analysis. Cemetery districts are already required to submit (disseminate) board minutes on a quarterly basis to the Plumas County Human resources department which are also forwarded to the Auditor/Controller if the minutes contain budgetary information. Contact numbers for the cemetery districts are also retained by Human Resources as submitted by the cemetery districts. Including all cemetery districts' board minutes and contact numbers into the Plumas County Website would be much more efficient and cost effective than having each cemetery create and maintain its own website. In addition, disseminating and sharing information from this one source could be an effective catalyst for any possible future consolidation or sharing of other resources among the cemetery districts.*

*Contact numbers for small cemetery districts are simply the personal or business phone numbers of the person in charge of the cemetery district. This is cost effective. Requiring cemetery districts (especially smaller ones) to publish a phone number in the local phone book may require a district to purchase a separate phone number/line under the district's name (an additional \$500/year or more) and is not cost effective or reasonable for the amount it would be used.*

*As outlined above in both the recommendation R1 and the Response, the matter is now prepared for any discussions that may be desired by the civil Grand Jury, the Governing body (BOS), or the head of our cemetery district.*

**R2.** Each cemetery should create or update its written policy, procedures, and operations manuals, and keep them on site for easy access by employees.

**Response:** *The recommendation has not yet been implemented, however, with the exception of unforeseen issues making this unfeasible, it will be implemented within a timeframe of 18 months.*

*Manuals will be provided to employees but will not be kept "onsite" at our cemeteries and is not warranted or advised at this time.*

**R3.** The BOS should facilitate the inclusion of basic access information for all cemetery districts under its jurisdiction on its website, along with a link to the LAFCo website.

**Response:** *From the Mohawk Valley Cemetery District's standpoint, we are willing that the recommendation be implemented. As stated in the response to R1, access information for our cemetery district has been provided to the Plumas County Human Resources Department. The BOS only needs to retrieve the access information from Human Resources if they wish to include it on their website. The Mohawk Valley Cemetery District would also agree to the inclusion of a link to the LAFCo website.*

**R4.** Each cemetery should create and maintain accurate records of the location of all burials within the facility, and to update these records frequently for accuracy.

**Response:** Based upon available information, the recommendation has been implemented.

**R5.** The smaller cemetery districts should investigate possible Joint Powers Agreements with a view to future consolidation as a step toward making better use of the resources while increasing the viability of the county cemetery system overall.

**Response:** *The recommendation has not yet been implemented, but will be implemented in the near future (within the next 5 years). Implementation will merely include investigating how very specific consolidation practices could make the Mohawk Valley Cemetery District and the overall Plumas County cemetery system more viable without sacrificing the individual charm, personal service, financial solvency, and historically sound financial practices of the Mohawk Valley Cemetery District.*

**R6.** There should be written communications by the Chair of the Board of the Cemetery District to the families of the deceased that clearly explain any reasons for delay of burial.

**Response:** *Although the Mohawk Valley Cemetery District disagrees in part with the findings (F6) that suggest that this has somehow been a problem, if possible we will implement the recommendation in situations that it is warranted.*