

BOARD OF SUPERVISORS

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

**AGENDA FOR REGULAR MEETING OF MAY 10, 2016 TO BE HELD AT 10:00 A.M.
IN THE BOARD OF SUPERVISORS ROOM 308, COURTHOUSE, QUINCY, CALIFORNIA**

www.countyofplumas.com

AGENDA

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

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

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

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

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



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

STANDING ORDERS

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

PLEDGE OF ALLEGIANCE

ADDITIONS TO OR DELETIONS FROM THE AGENDA

PUBLIC COMMENT OPPORTUNITY

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

DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS

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

ACTION AGENDA

1. CONSENT AGENDA

These items are expected to be routine and non-controversial. The Board of Supervisors will act upon them at one time without discussion. Any Board members, staff member or interested party may request that an item be removed from the consent agenda for discussion. Additional budget appropriations and/or allocations from reserves will require a four/fifths roll call vote.

A) SHERIFF

Victim Witness: Authorize the Auditor to pay invoice #17706 of \$2,037.57, without a contract, to Chuck Patterson for Victim Witness vehicle repair and service

B) ENVIRONMENTAL HEALTH

Adopt **RESOLUTION** authorizing Annual Submittal of the Solid Waste Local Enforcement Agency (LEA) Grant for FY 2016-2017; and authorize the Director of Environmental Health to sign various assurances; approved as to form by County Counsel

Convene as the Plumas County Board of Equalization

2. BOARD OF EQUALIZATION

Schedule Board of Equalization meeting dates for hearing Assessment Appeals filed; discussion and possible action

Adjourn as the Plumas County Board of Equalization and reconvene as the Board of Supervisors

3. PLUMAS CRISIS INTERVENTION AND RESOURCE CENTER

Adopt **PROCLAMATION** Proclaiming May 2016 as Mental Health Matters Month; discussion and possible action

4. **DEPARTMENTAL MATTERS**

- A) **CHILD SUPPORT SERVICES** – Michelle Blackford
Authorize Child Support Services to recruit and fill vacant 1.0 FTE Child Support Specialist Assistant I position; discussion and possible action
- B) **ALCOHOL & OTHER DRUGS** – Louise Steenkamp
Authorize the department of Alcohol & Other Drugs to recruit and fill vacant 1.0 FTE Department Fiscal Officer position; discussion and possible action
- C) **HUMAN RESOURCES** – Nancy Selvage
Authorize Human Resources to recruit and fill vacant 1.0 FTE Human Resources Analyst I/II position; discussion and possible action
- D) **AUDITOR/CONTROLLER** – Roberta Allen
Adopt **RESOLUTION** to Amend the Plumas County Position Allocation for Budget Year 2015-2016 within 20040 Auditor/Controller (increasing the Assistant Risk Manager/Occupational Safety & Health Specialist position from 1.0 FTE to 1.12 FTE). **Roll call vote**
- E) **PUBLIC HEALTH AGENCY** – Mimi Hall
1) Presentation regarding illegal sales of tobacco to minors in Plumas County
2) Introduce and waive first reading of an **ORDINANCE**, adding Chapter 14 of Title 5 of the Plumas County Code, "Tobacco Retailer Licensing Program" Requiring the Licensure of Tobacco Retailers.
Roll call vote
- F) **COUNTY COUNSEL** – Craig Settlemyre
Approve settlement of County's interest in United States et al. ex rel. Perez v. Stericycle, Inc., et al., United States District Court for the Northern District of Illinois Case No. 1:08-cv-2390 for \$3,876.89; approve supplemental budget and unanticipated revenue in Budget Unit 70330 of \$3,876.89 from settlement funds for ongoing refuse disposal for the Sheriff's Office; discussion and possible action

5. **BOARD OF SUPERVISORS**

- A. 10:15 **PUBLIC HEARING**: Adopt **RESOLUTION** Increasing the Number of Members on the Greenville Cemetery District Board of Trustees from Three to Five; and appointing Debbie Cassol and Matt Cassol to fill the two new positions. **Roll call vote**
- B. Approve and authorize the Chair to sign a letter to the California Public Utilities Commission regarding the "Importance of Baseload and Flexible Generation Power to Reach a 50 Percent Renewables Portfolio Standard" (SB 350, DeLeon); discussion and possible action
- C. Correspondence
- D. Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations
- E. Appointments
PLUMAS-SIERRA COUNTY FAIR BOARD
Appoint Darlene Buckhout to the Plumas-Sierra County Fair Board of Directors representing District 5

6. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

- A. Personnel: Public employee performance evaluation – County Librarian
- B. Personnel: Public employee performance evaluation – Clerk of the Board
- C. Conference with Legal Counsel: Claim Against the County filed by Dorothy and Jerald Nichols on April 28, 2016
- D. Conference with Legal Counsel: Pending litigation pursuant to Subdivision (d) (2) of Government Code Section 54956.9 (County of Butte and County of Plumas v. Department of Water Resources and State Water Contractors, Inc., Court of Appeal, Third Appellate District, Case No. C071785)
- E. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9
- F. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Confidential Employees Unit; Probation

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

ADJOURNMENT

Adjourn meeting to Tuesday, May 17, 2016, Board of Supervisors Room 308, Courthouse, Quincy, California.




GREGORY J. HAGWOOD
SHERIFF/CORONER

Office of the Sheriff

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

1A

Memorandum

DATE: April 28, 2016
TO: Honorable Board of Supervisors
FROM: Sheriff Greg Hagwood 
RE: Agenda Items for the meeting of May 10, 2016

It is recommended that the Board:

Authorize Auditor to pay invoice #17706 to Chuck Patterson for services provided for Victim Witness vehicle repair and service.

Background and Discussion:

The Plumas County Sheriff's Office does not have a service contract with this vendor. The required repair and service could only be done at a Toyota dealership.

The Sheriff's Office/Victim Witness respectfully requests approval to submit invoice #17706 received from Chuck Patterson in the amount of \$2,037.57 for vehicle repair and service provided without a contract and authorize the Auditor to pay the invoice.



**CHUCK
PATTERSON**



TOYOTA



SCION

DODGE



Jeep RAM

CHRYSLER

200 East Avenue • Chico CA 95926 • Phone 530-895-1771 • Service 530-896-4768 • Fax 530-895-8050

B.A.R. No. ARD-112193 E.P.A. # 028007706

R/O 17706	VIN 2 T 1 L E 4 0 E 2 9 C 0 0 7 9 7 3	PLUMAS COUNTY SHERIFF'S OFFICE		DATE IN 04/25/16
YEAR 2009	MAKE TOYOTA	MODEL MATRIX S A	COLOR BLUE	TIME IN 07:32
MILES IN 128934	MILES OUT 128934	FIRST USE 00/00/00	LISC. CA	CLOSED 09:10 04/27/16
SEE ALSO		REG: (530) 283-6071 BUS. H: (530) 283-6071 W: (530) -		WRITER PETER\2

(1) 120K MILE INTERVAL - PREFERRED SERVICE
INCLUDES ALIGNMENT

Labor	120K3	T12	9	90.00
Labor		T10	67	690.95
90915-YZZF1	(FILTER S/A, OI)	1		8.42
PPG	(GASKET)	1		2.49
17801-YZZ06	(ELEMENT SUB-AS)	1		29.58
87139-YZZ20	(ELEMENT, AIR R)	1		30.25
85212-YZZ1C-TM	(BLADE SIGHTL)	1		19.99
85212-YZZ1K-TM	(BLADE SIGHTL)	1		19.99
00289-00202	(EFI CLEANER)	1		17.07
00289-00885	(BATT CLEAN)	1		24.95
00289-07073	(FRIGI FRESH)	1		19.95
00289-00546	(COOL CONDITION)	1		34.95
00289-00048	(TOY EFI SERVIC)	1		44.95
90080-91180	(PLUG, SPARK)	4		60.52
00289-84032	(BG BRAKE FLUID)	1		29.95
00289-02913	(ETHANOL)	1		34.95
00289-110RSC	(OIL CONDITONE)	1		24.95
00289-00109	(CRANK CASE CLE)	1		17.95
00289-04073	(MASS AIR CLEAN)	1		19.95
00289-06600	(BG TRANS)	1		49.95
00289-00750	(75-90 GEAR OIL)	2		69.90
00289-ATFWS	(WORLD STANDARD)	12		179.40
Hazardous Waste		1		3.43
5w-20 00279-1qt20-01		5		17.50
Total Labor				780.95
Total Parts				740.11
Total Lubricants				20.93
Total Repair (Customer)				1541.99

(Tech:12) A
(Tech:10)

(2) DIAG CHECK ENGINE LIGHT ON
REPLACE VALVE ASSEMBLY AND GAS CAP

Labor		T10	15	240.00
25860-0H090	(VALVE ASSY, VA)	1		145.04
77300-06040	(CAP ASSY, FUEL)	1		39.85
Total Labor				240.00
Total Parts				184.89
Total Repair (Customer)				424.89

(Tech:10) A

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Next Service	Lube-Oil-Filter	W/C	INT.	CUSTOMER
				Labor 1020.95
				Parts 925.00
				Sublet .00
				Hazardous Wa 3.43
				Oil/Grease 17.50
				Sub Total 1966.88
				Tax 70.69
				Total (Cash) 2037.57
<p>DISCLAIMER OF WARRANTIES: Any warranties on the product sold hereby are those made by the manufacturer. The seller hereby expressly disclaims all warranties either expressed or implied, including any implied warranty of merchantability of fitness for a particular purpose, and neither assumes nor authorizes any person to assume for it any liability in connection with the sale of said products. Any limitation contained herein does not apply where prohibited by law. SEE BACK SIDE FOR ADDITIONAL DISCLAIMERS.</p>		<p>I acknowledge notice and oral approval of an increase in the original estimated price.</p>		
<p>Page 1 of 1 Job 198</p>				
<p>17706</p>		<p>Customer Copy</p>		



Plumas County Environmental Health

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

Phone 530-283-6355 ~ FAX 530-283-6241

1B

Date: May 2, 2016
To: Honorable Board of Supervisors
From: Jerry Sipe, Environmental Health
Agenda: Consent Agenda Item for May 10, 2016

Item Description/Recommendation: Approve a Resolution authorizing annual submittal of the solid waste Local Enforcement Agency (LEA) Grant for FY 2016-17, and authorize the Director of Environmental Health to sign various assurances as the Board's designee.

Background Information: As the Board is aware, Environmental Health is the designated Local Enforcement Agency (LEA) for the county's solid waste program, providing solid waste facilities permit and inspection services. To help off-set costs for this state-mandated local enforcement program, the California Department of Resources, Recycling and Recovery (CalRecycle) provides grant funds to local jurisdictions. It is time to submit the Plumas County application for FY 2016-2017 funding. It is anticipated that approximately \$17,000 will be available to Plumas County next fiscal year.

At this time, the Board is asked to approve a Resolution authorizing submittal of an application to CalRecycle for the Local Enforcement Agency Grant for FY 2016-2017, and authorize the Environmental Health Director to sign various assurances as the Board's designee. A copy of the Resolution, approved to form by County Counsel, is attached. If you have any questions, please contact me at 283-6367.

Thank you.

enclosure

Resolution Number _____

CALIFORNIA DEPARTMENT OF RESOURCES, RECYCLING AND RECOVERY
LOCAL ENFORCEMENT AGENCY GRANT PROGRAM

**RESOLUTION AUTHORIZING
LOCAL ENFORCEMENT AGENCY GRANT APPLICATION**

WHEREAS, Public Resources Code Sections 40000 et seq. authorizes the California Department of Resources, Recycling and Recovery (CalRecycle) to administer grant funds to support the Local Solid Waste Enforcement program; and

WHEREAS, Environmental Health is the state-certified Local Enforcement Agency for solid waste in Plumas County; and

WHEREAS, CalRecycle grant application procedures require, among other things, an applicant's governing body to declare by Resolution certain authorizations related to the administration of CalRecycle grants,

NOW, THEREFORE, BE IT RESOLVED that the Plumas County Board of Supervisors authorizes the submittal of an application to the California Department of Resources, Recycling and Recovery for a Local Enforcement Agency Grant for Fiscal Year 2016-2017. The Environmental Health Director is hereby authorized and empowered by the Plumas County Board of Supervisors to execute all necessary applications, contracts, agreements, and amendments for the purposes of securing grant funds and to implement and carry out this program provided, however, that any contract, agreement, or amendment requisitioning goods or services shall remain subject to the Plumas County Purchasing Policy.

The forgoing resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California at a regular meeting of the Board of Supervisors on May 10, 2016 by the following vote:

Ayes:

Noes:

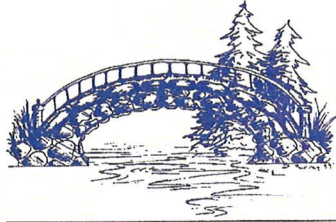
Absent:

Abstain:

Chair, Board of Supervisors

Attest:

Clerk of the Board of Supervisors



Plumas Crisis Intervention and Resource Center

591 W. Main St.
Quincy, CA 95971
(530) 283-5515
(530) 283-3539 Fax
E-mail: pcirc@pcirc.com

From: Johanna A. Downey [<mailto:jadowney@pcirc.com>]
To: DaForno, Nancy
Subject: May is Mental Health Matters Month - Proclamation / attachment

Greetings

In honor of "May is Mental Health Matters Month," and through a generous grant from "Each Mind Matters" www.eachmindmatters.org PCIRC is proud to announce and proclaim "May is Mental Health Matters Month" within Plumas County (see attached).

PCIRC is here today to stress the importance of mental health awareness for the citizens of Plumas County. We urge the Board of Supervisors to continue to support initiatives like the Mental Health Services Act (MHSA) and Each Mind Matters.

During the month of May, PCIRC encourages citizens to be supportive of mental health awareness by wearing lime green ribbons or clothes, and to talk about their support of mental health and wellness with friends, families and others in our communities. Some talking points:

- Mental illnesses affect almost every family in America.
- People with mental illnesses make important contributions to our families and our communities.
- People with mental illnesses recover, often by working with mental health professionals and by using medications, self-help strategies, and community supports.
- Stigma and fear of discrimination are key barriers that keep many people from seeking help.
- You can make a difference in the way people see mental illnesses and mental health if you:
 - a. Learn and share the facts about mental health and about people with mental illnesses, especially if you hear or read something that isn't true;
 - b. Treat people with mental illnesses with respect and dignity;
 - c. Support the development of community resources for people with mental illnesses and their friends and family; and
 - d. Respect the rights of people with mental illnesses and don't discriminate against them when it comes to housing, employment, or education.

Thank you for helping PCIRC to promote this worthy cause of awareness – raising!

Johanna A. Downey

MENTAL HEALTH MATTERS Month 2016

PLUMAS COUNTY BOARD OF SUPERVISORS – CALIFORNIA

WHEREAS, mental health is essential to everyone's overall health and well-being; and

WHEREAS, all Americans experience times of difficulty and stress in their lives; and

WHEREAS, prevention is an effective way to reduce the burden of mental illnesses; and

WHEREAS, there is a strong body of research that supports specific tools that all Americans can use to better handle challenges, and protect their health and well-being; and

WHEREAS, mental illnesses are real and prevalent in our nation; and

WHEREAS, with early and effective treatment, those individuals with mental illnesses can recover and lead full, productive lives; and

WHEREAS, each business, school, government agency, healthcare provider, organization and citizen shares the burden of mental illnesses and has a responsibility to promote mental wellness and support prevention efforts.

THEREFORE, the Board of Supervisors of Plumas County, do hereby proclaim May 2016 as Mental Health Month in Plumas County, CA.

The Board of Supervisors of Plumas County, calls upon the citizens, government agencies, public and private institutions, businesses and schools in Plumas County, CA to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental illnesses at all stages.

Sharon Thrall, Chair

**Plumas County Department
of Child Support Services**

blackford.michelle@Plumas.cse.ca.gov
(530) 283-6117

4A

Memo

To: The Honorable Board of Supervisors

From: Michelle Blackford, Director of Child Support Services *mb*

CC:

Date: April 12, 2016

Re: Authorize the Child Support Services Dept. to Recruit and Fill Vacant 1.0 FTE **Child Support Specialist Assistant I** Position

RECOMMENDATION

It is recommended that the Board approve the request of the Child Support Department to recruit and fill the currently vacant 1.0 FTE **Child Support Specialist Assistant I** position.

BACKGROUND AND DISCUSSION

The Department's 2015/2016 approved position allocation consists of 4.0 FTE Child Support Specialist III or II or I; or Child Support Specialist Assistant I. Currently, 1.0 of these FTEs is vacant. It has been unfilled since the 2014/2015 budget year.

Due to an employee resignation, the Department will have a 1.0 FTE Administrative Assistant I position vacant as of 4/30/2016.

In exchange for filling the 1.0 FTE Administrative Assistant I position, the Department is requesting that the unfilled 1.0 FTE **Child Support Specialist Assistant I** position be recruited and filled. The **Child Support Specialist Assistant I** position better fits the current needs of the Department. In fact, the Administrative Assistant I has been performing the duties of the **Child Support Specialist Assistant I** for more than one year in place of her usual duties. In addition, the **Child Support Specialist Assistant I** salary range is 1240, while the Administrative Assistant I salary range is 1302. The requested **lower** range position will fit within (and result in a savings to) the current year's budget.

The current approved Child Support position allocation is attached.

PUBLIC PROTECTION

CLASSIFICATION	14/15 Positions Adopted	15/16 Positions Requested	15/16 Positions Recommended	15/16
				Positions Adopted
CHILD SUPPORT SERVICES	70280			
Director of Child Support Services	1.000	1.000	1.000	1.000
Deputy Child Support Attorney II or	0.250	0.250	0.250	0.250
Deputy Child Support Attorney I	0.000	0.000	0.000	0.000
Assistant Director of Child Support Services or	1.000	1.000	1.000	1.000
Child Support Accounting Specialist	0.000	0.000	0.000	0.000
Supervising Child Support Specialist	0.000	0.000	0.000	0.000
Child Support Specialist III or	4.000	4.000	4.000	4.000
Child Support Specialist II or	0.000	0.000	0.000	0.000
Child Support Specialist I or	0.000	0.000	0.000	0.000
Child Support Assistant I	0.000	0.000	0.000	0.000
Legal Services Assistant II or	0.000	0.000	0.000	0.000
Legal Services Assistant I	1.000	1.000	1.000	1.000
Administrative Assistant II or	0.000	0.000	0.000	0.000
Administrative Assistant I	1.000	1.000	1.000	1.000
Fiscal and Technical Services Assistant III OR	0.000	0.000	0.000	0.000
Fiscal and Technical Services Assistant II	0.000	0.000	0.000	0.000
Office Assistant III or	0.000	0.000	0.000	0.000
Office Assistant II or	0.000	0.000	0.000	0.000
Office Assistant I	0.000	0.000	0.000	0.000
	8.250	8.250	8.250	8.250

} Currently, only
3.0 are filled

- Vacant as of 4/30/16



ALCOHOL AND OTHER DRUG SERVICES

270 County Hospital Road, Suite 109, Quincy, CA 95971
Treatment (530) 283-7050 Prevention (530) 283-6118
<http://bit.ly/PlumasCountyAOD>

4B

Date: April 28, 2016

To: Honorable Board of Supervisors

From: Louise Steenkamp, AOD Director *JS*

Agenda: Agenda Item for May 10, 2016, BOS meeting

Item Description: Request approval to recruit and fill job vacancy left by resignation of Department Fiscal Officer

Recommendation: It is requested that the Board of Supervisors approve the recruitment and hire of the position of AOD Department Fiscal Officer (Unit 70560, 1.0 FTE). This position is fully funded by the SAPT-BG and approved in FY15-16.

Background Information: The Alcohol and Other Drug Department has had a vacancy in the position of Department Fiscal Officer due to a resignation effective September 18, 2015. The position was not filled at that time because AOD and Mental Health were working to integrate the departments and Kemper Consulting did not include the position in the recommended organization chart. In the interim months from September 2015 to the present, the Mental Health DFO assumed minimum essential responsibilities for AOD fiscal requirements to stay in compliance. At this time, however, it is necessary to recruit for a permanent DFO to assume AOD day-to-day fiscal oversight as ongoing activities are pent up and new requirements have fallen behind. The California Department of Health Care Services is implementing a new Cost Report system for the Substance Abuse Prevention and Treatment Block Grant that will require full participation and training by the DFO. The DFO will have a lead role in the County's application for Drug Medi-Cal Certification to enable reimbursement and participation in the state's Waiver for a new Organized Delivery System (ODS). The DFO's role also includes participation in required site visits to contracted treatment facilities and the county's DUI program. There are new contractual requirements in the SAPT-BG that will require involvement of the AOD DFO.

A completed Critical Staffing Questionnaire is attached for review.

Thank you.

CRITICAL STAFFING COMMITTEE
REQUEST FORM

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

DATE OF REQUEST: _____ April 26, 2016

DEPARTMENT TITLE: Alcohol and Other Drug Services
Office

BUDGET CODE(s) AND BREAKDOWN FOR REQUESTED
POSITION: 70560, 1.0 FTE

POSITION TITLES: 1.0 FTE Department Fiscal Officer I

ARE POSITIONS CURRENTLY ALLOCATED? YES X NO _____

For Committee use only

Date of Committee Review: _____

Determination of Committee? _____ Recommended
_____ Not Recommended

Comments: _____

Date to Board of Supervisors: May 10, 2016

Board Action: _____ Approved _____ Denied

Board Modifications _____

Date returned to Department: _____

Date submitted to HR Technician for recruitment: _____

QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

- Is there a legitimate business, statutory or financial justification to fill the position?
- Why is it critical that this position be filled at this time?
- How long has the position been vacant?

The Alcohol and Other Drug Department has had a vacancy in the position of Department Fiscal Officer due to a resignation effective September 18, 2015. The position was not filled at that time because the AOD and Mental Health departments were actively working to integrate the departments with assistance of the Kemper Consulting team and a revised organization chart was being recommended. Since the recommended organization chart did not include two Department Fiscal Officers, the AOD Director postponed the hire of a replacement DFO for AOD.

It was the Board of Supervisor's decision in July 2016 to couple together the appointment of a new position of Behavioral Health Director for the newly combined AOD and Mental Health departments with the implementation of combined operations for administration, fiscal/billing and treatment services.

In the interim months from September 2015 to the present, the Mental Health DFO has assumed minimum essential responsibilities for AOD fiscal requirements to stay in compliance. At this time, however, it is necessary to recruit for a permanent DFO to assume AOD day-to-day fiscal oversight as activities are pent up and have fallen behind. The California Department of Health Care Services is implementing a new Cost Report computer system for the Substance Abuse Prevention and Treatment Block Grant that will require training. The AOD Administrator has delayed the County's application for Drug Medi-Cal Certification since she assumed the Interim Director position for Mental Health. The AOD DFO will need to take a lead in DMC training and work with the AOD Administrator in the application process so that Plumas County will be able to participate in DHCS Waiver for a new Organized Delivery System (ODS). The AOD contracted treatment facilities and the county DUI program require annual site visits to be conducted that require the DFO's participation. Additionally, there are new contractual requirements in the SAPT-BG that require involvement of the AOD DFO.

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

The AOD DFO is a funded and budgeted position in FY15-16.

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

Plumas currently has no fiscal staff due to the vacancy. Other counties have two or more fiscal staff.

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

The core functions of fiscal management, budget preparation of FY 16-17 cost report and other required compliance practices will be negatively impacted.

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

Budget preparation for FY16-17 and position allocations will not be completed, contract requirements for annual site visits to treatment facilities will not be completed, billing and invoices will not be done, MOUs will not be in effect for the new fiscal year and programs with criminal justice partners will suffer. The general public will not have access to residential treatment services. Core AOD services may not be possible.

- A non-general fund department head need to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding? What impact will this reduction plan have to other County departments?

SAPT-BG and Drug Court funding is stable to support this essential position.

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

No.

- Does the budget reduction plan anticipate the elimination of any of the requested positions?

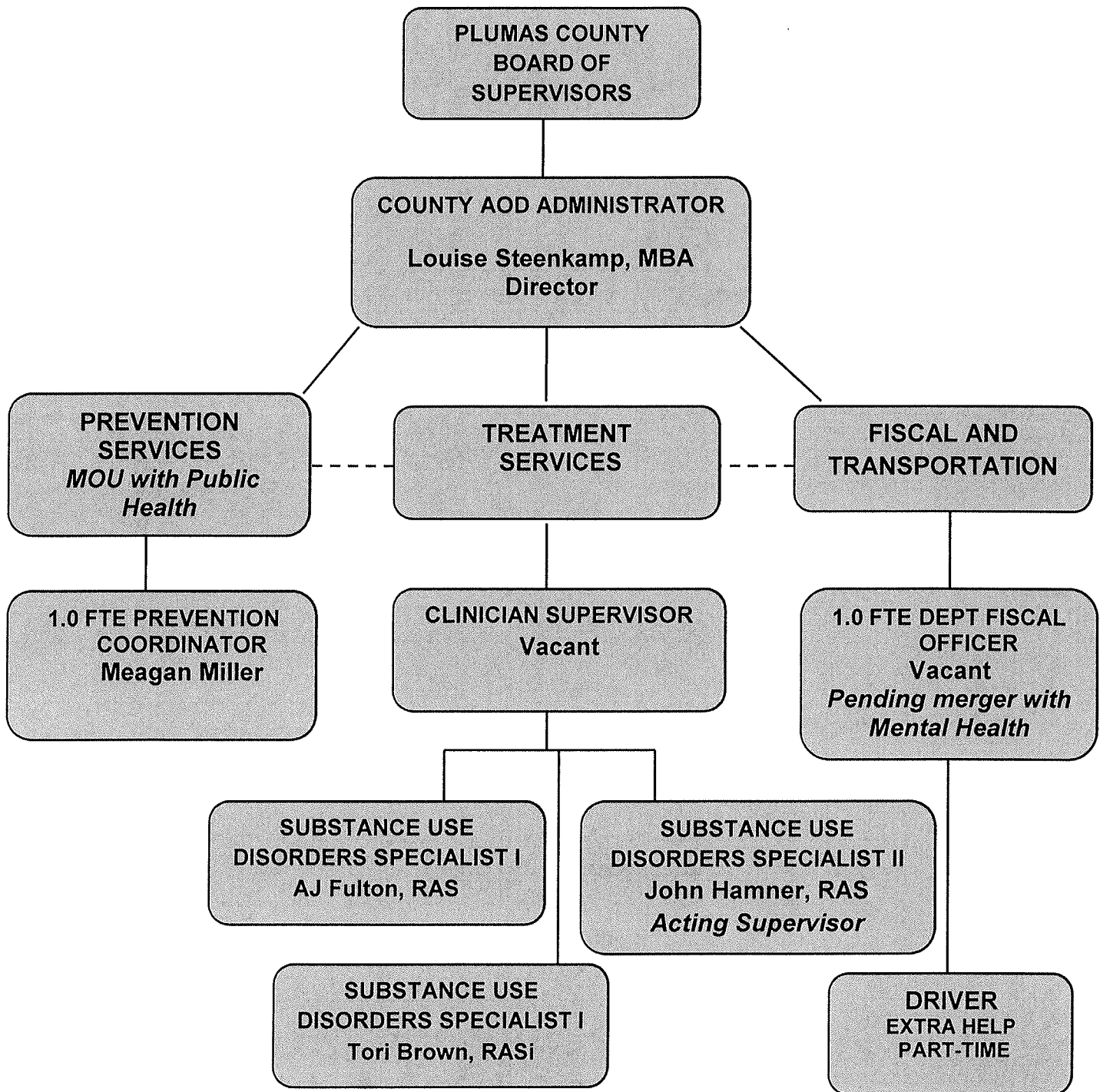
No.

- Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support?

The position requested is fully funded for the 15-16 fiscal year.

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

No.



DEPARTMENT OF HUMAN RESOURCES

520 Main Street, Room 115, Quincy, California 95971

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

Email: nancyselvage@countyofplumas.com



DATE: April 29, 2016

TO: The Honorable Board of Supervisors

FROM: Nancy Selvage, Acting Human Resources Director

SUBJECT: AGENDA ITEM FOR BOARD OF SUPERVISORS MEETING OF
MAY 10, 2016.

**RE: AUTHORIZE TO FILL 1.0 FTE HUMAN RESOURCES
ANAYLST I OR II.**

IT IS RECOMMENDED THAT THE BOARD:

Authorize the Human Resources Director to fill 1.0 FTE Human Resources Analyst I or II.

BACKGROUND AND DISCUSSIONS

As the Board is aware, Human Resources has been working short staffed for approximately five months. With the current appointment of the Human Resources Director this has vacated the Human Resources Analyst position for the department.

The Human Resources Analyst position is critical to the overall goals of this department. One critical aspect of this position, are the tracking of employee records for the requirements for the Affordable Care Act 1095-C and 1094-C IRS reports. These reports are required on an annual basis and require great detail of tracking of employee's health insurance coverage, premium expenses ensuring accuracy for report details. There is a great deal of detail involved with tracking and maintaining this data base. In addition to the ACA requirements, the Analyst position provides a great deal of support to the HR Director with budget calculations, labor law reviews, policy development, departmental matters and performs a variety of complex analytical tasks.

I have attached the Critical Staffing Questionnaire to provide further information for this Board on the reasons that I need this position filled. At this time, I am requesting that the Board approve the refilling of the Human Resources Analyst I or II position.

Thank you for your consideration.

QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

- Is there a legitimate business, statutory or financial justification to fill the position? *Yes, the position was allocated and funded within the 2013-2014 fiscal year budget. This position is critical to the department in processing the data entry for the payroll database, processing garnishments, balancing billings of AFLAC, and completing State reporting requirements.*
- Why is it critical that this position be filled at this time? *The processing of payroll database takes a great deal of key data entry. It is also on a very tight timeline. If not completed within this timeline it causes issues for the Auditor's staff with entering the timecards of employees. At this time my other HR Technician is under medical restrictions that will not allow her to assist in this key data entry functions. Therefore, all key data entry at this time will be completed by me.*
- How long has the position been vacant? *The position will be vacant as of December 30, 2013.*
- Can the department use other wages until the next budget cycle? *It takes approximately one year to train someone for this position due to the complexity of the payroll data base and reporting functions. Due to the training involved I do not feel that it would be in the best interest of the County to start that training with a temporary hire.*
- What are staffing levels at other counties for similar departments and/or positions? *This is a difficult question to answer due to the variations of other Human Resources Departments. Some Human Resources do not input database for payroll, others may have Risk Management in part or in full. I would say that on an average staffing is on an equal level.*
- What core function will be impacted without filling the position prior to July 1? *This position has a very heavy workload and has various timelines. Until this position can be filled the Human Resources Director will need to complete the majority of these functions. The other HR Technician is trained to handle these duties but due to their work restrictions they cannot. At this time the Analyst position that was just hired is working on the Affordable Health Care implementation and is unfamiliar with the payroll database and functions of the HR Technician position.*
- What negative fiscal impact will the County suffer if the position is not filled prior to July 1? *We would do our best to see that the County did not suffer any negative fiscal impact. However, if reporting requirements are not completed,*

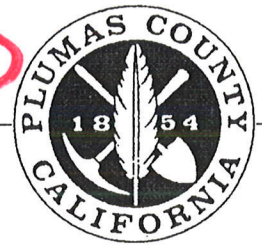
according to IRS regulations, the County could be assessed ACA penalties which could be costly to the County.

- A non-general fund department head need to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding? What impact will this reduction plan have to other County departments? *N/A*
- Does the department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions? *N/A*
- Does the budget reduction plan anticipate the elimination of any of the requested positions? *N/A*
- Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support? *N/A*
- Does the department have a reserve? *No, Human Resources is funded totally by the General Fund.*

If yes, provide the activity of the department's reserve account for the last three years? *N/A*

PLUMAS COUNTY AUDITOR / CONTROLLER

40



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

DATE: 5/3/16

TO: HONORABLE BOARD OF SUPERVISORS

FROM: ROBERTA M. ALLEN – AUDITOR/CONTROLLER

A handwritten signature in black ink, appearing to be "RMA", is written over the "FROM:" line.

SUBJECT: APPROVE RESOLUTION AUTHORIZING AN INCREASE OF 0.12 IN THE ALLOCATION FOR THE ASSISTANT RISK MANAGER/OCCUPATIONAL SAFETY & HEALTH SPECIALIST IN THE DEPARTMENT OF THE AUDITOR CONTROLLER FROM MAY 17, 2016 TO JUNE 30, 2016.

Recommendation:

Approve Resolution Authorizing an increase of 0.12 in the allocation for the Assistant Risk Manager/Occupational Safety & Health Specialist from 1.0 to 1.12 from May 17, 2016 to June 30, 2016.

Background:

The Auditor/Controller has successfully recruited a replacement for the retiring Assistant Risk Manager/Occupational Safety & Health Specialist (effective retirement date 6/24/16). The Auditor/Controller is requesting authority to start the newly hired individual on May 17th, thereby providing an overlap so that he can be trained by the retiring staff member. The Auditor Department currently is allocated 1.0 FTE for the position. The training period would create an overlap that would necessitate a 0.12 increase in the allocation for this position.

This position assists the Risk Manager in the direction and coordination of the County's Risk Management Programs, assists in ensuring adequate safety principles, practices, and techniques are applied in the workplace, consults with the Workers Compensation Claims Adjusters, Liability Claims Adjusters, and works with Trindel in many aspects of the claiming process. This position is responsible for preparation of documentation to OSHA citations/appeal processes, conducts safety inspections, training, accident/injury investigations, and regulatory compliance, and promotes a high level of safety consciousness and loss prevention throughout the County.

RESOLUTION NO. _____
RESOLUTION TO AMEND PLUMAS COUNTY POSITION ALLOCATIONS
FOR BUDGET YEAR 2015-2016, 20040 AUDITOR/CONTROLLER.

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, in order to allow an overlap in the Assistant Risk Manager/Occupational Safety and Health Specialist position so that the newly hired staff member can receive training from the retiring staff member, an increase in allocation for this position is required.

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

Approve the amendments to the Position Allocation for budget year 2015-16 to reflect the following:

<u>AUDITOR-CONTROLLER</u>	<u>FROM</u>	<u>TO</u>
Assistant Risk Manager/Occupational Safety and Health Specialist	1.0	1.12

The foregoing Resolution, was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 10th day of May 2016 by the following vote:

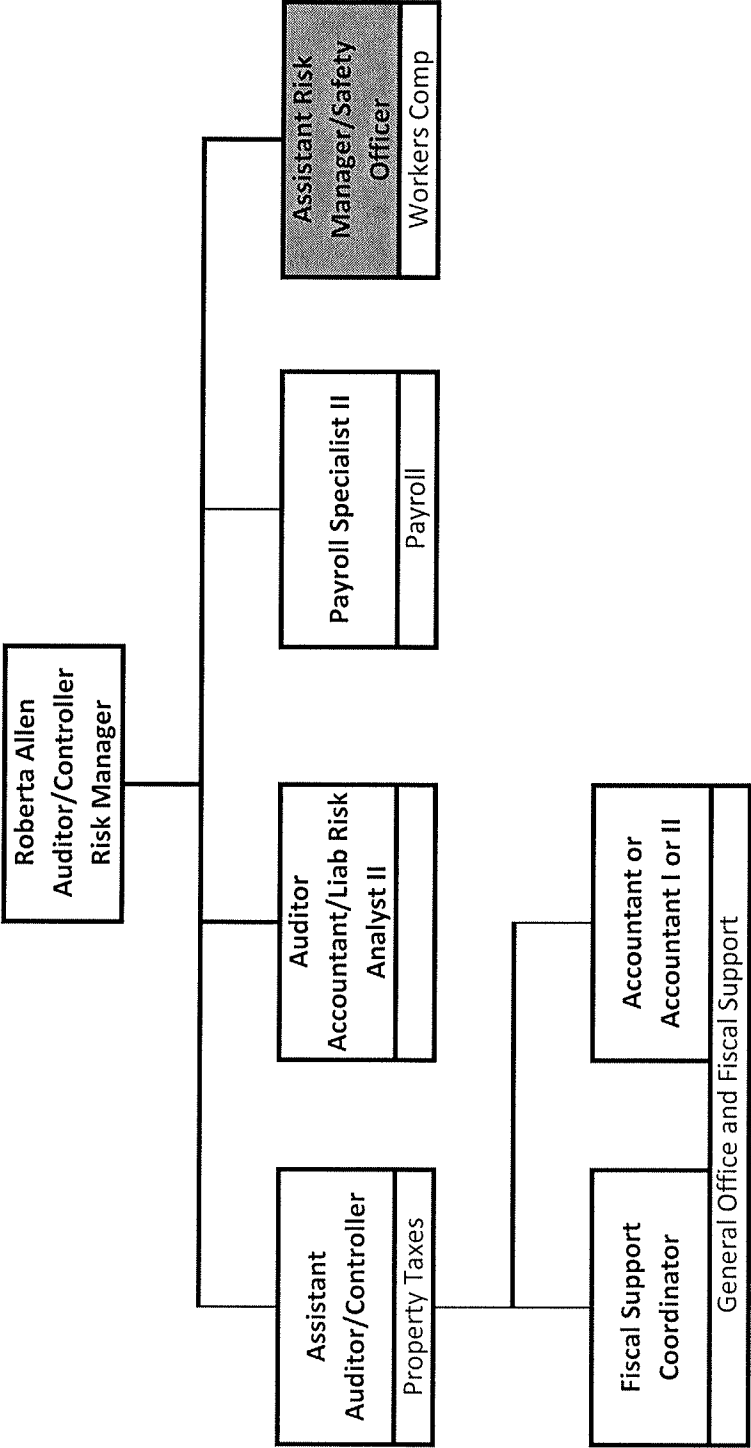
AYES: Supervisors
NOES: Supervisors
ABSENT: Supervisors

Chairperson, Board of Supervisors

ATTEST:

Executive Clerk/Board of Supervisors

Auditor Department
Organizational Chart





Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

4E

Mimi Khin Hall, MPH, CHES, Director

Mark Satterfield, M.D., Health Officer

<input type="checkbox"/> Administration & Health Education Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> Clinic & Nursing Services Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> Senior Nutrition & Transportation Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> Veteran's Services Office Suite 206 Quincy, CA 95971 (530) 283-6275 (530) 283-6425 Fax
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Date: May 2, 2016

To: Honorable Board of Supervisors

From: Mimi Hall, Public Health Director
David Hollister, District Attorney

CC: Greg Hagwood, Sheriff

Agenda: Presentation Item for May 10, 2016 Board of Supervisors meeting

Subject: 1) Informational presentation and update on Plumas County illegal sales of tobacco to minors, 2) First reading of proposed Tobacco Retail License Ordinance, 3) Discussion and possible direction to staff.

Background: Local Tobacco Retail License (TRL) ordinances have been enacted by over 140 California cities and counties as an effective strategy to reduce illegal tobacco sales to minors.

Plumas County's rate of illegal tobacco sales to minors is consistently much higher than California's, often 3 to 4 times more, and this year's sales rate of 25% confirms that pattern. Though Plumas Public Health Agency provides annual education to store owners or managers on strategies to comply with current laws, this has not resulted in a reduction in illegal sales to minors.

For over a decade, Plumas County Public Health Agency (PCPHA) has conducted annual Youth Tobacco Purchase Surveys with the Plumas County Sheriff's Office. During these surveys, trained minors, provided immunity from the Plumas County District Attorney's Office, attempt to purchase tobacco Plumas County retailers. If an illegal sale is made, the State of California allows for penal action against the clerk involved in the illegal sale. Citations to clerks result in costly court fines and fees, as well as a potential misdemeanor criminal record. Enclosed in your packet is a proposed Tobacco Retail Licensing policy that partners with a healthy retail strategy to improve the overall health of our communities. Historical Youth Purchase Data shows that the current strategies of educating merchants annually, then citing clerks for infractions, has not had an impact on reducing illegal sales of tobacco to youth. Some reasons may be that turnover in

clerk positions is high, and the responsibility of compliance is placed solely on the employee, rather than the proprietor.

Under the TRL policy proposed, any Plumas County retailer selling tobacco would obtain a Tobacco Retail License. Licensure would be contingent upon compliance with the law, much like that of an alcohol or other license, and would be held responsible for the illegal sale of tobacco to minors in their store. Fees collected for TRL may only be used to sustain the policy and its enforcement.

While the fee for this license covers no other costs outside of maintaining the TRL policy, we understand the reluctance proprietors may have with paying a fee to provide tobacco products to Plumas County residents. We are proposing an innovative incentive to reduce, and potentially eliminate, TRL fees to local businesses. The proposed TRL policy would partner local retailers with Public Health staff to help shift the burden of the yearly TRL cost off the proprietors while at the same time working with them to create healthier retail environments for every Plumas County resident and visitor who goes into their store. Those that choose to participate in the Healthy Retail Initiative would become eligible for a reduced tobacco retail licensing fee, potentially down to \$0.00, using a tiered fee structure and grading system that is based on healthy retail environment surveys. Factors proven to shape youth perception and norms regarding tobacco, alcohol, and food choices, such as the placement and presence of tobacco and alcohol advertising, placement of alcoholic and sugar sweetened beverages, and availability of healthy food and drink choices are examples of elements that inform each retailer's "grade" in the Healthy Retail Initiative. The Sheriff's Office and Plumas County Public Health Agency have committed to providing in-kind administration and enforcement services, so any reduced revenues as a result of healthy retailers will not shift a higher burden of TRL costs to retailers who don't participate or score well on the healthy retail surveys. The Plumas County Public Health Agency, District Attorney's Office, and Sheriff's Office, are pleased to work collaboratively to reduce illegal tobacco sales to minors, while also supporting healthy retail environments, in a manner that reduces the economic burden of a TRL fee on local store owners.

Tobacco Retail Licensing (TRL)



REDUCING YOUTH ACCESS TO TOBACCO

Plumas County Public Health Agency

Tobacco Use Reduction

Mimi Hall, Director Of Public Health

April 27, 2016

TOBACCO FACTS



- **Tobacco remains the leading cause of preventable death in the U.S.**
- Tobacco kills more Americans every year than cocaine, heroin, alcohol, homicide, suicide, and AIDS combined.
- **18.1 Billion** is the total cost of smoking in California annually, in direct healthcare costs, illness and premature death
 - **1.1 Million** is the average yearly cost to Plumas County residents
 - ✦ **\$599 a year is the cost per resident of Plumas County, whether they smoke or not.**

U.S. Department of Health and Human Services, February 2014

The Cost of Smoking in California, 2009, Institute for Health & Aging, University of San Francisco, 2014
United States Census Bureau. Retrieved April 4, 2016.

THE PROBLEM



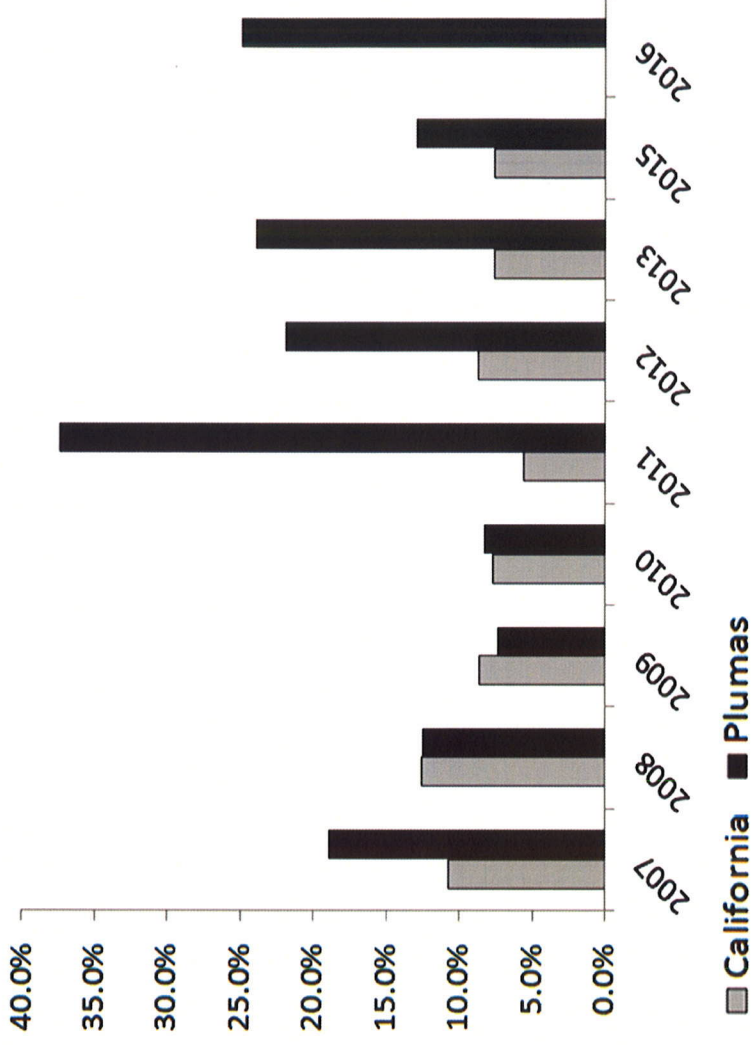
Plumas Youth Have Access To Tobacco

- 46% of Plumas County 11th graders have used e-cigarettes and 37% have used cigarettes
- 72% of Plumas County 11th graders say it is “easy” to obtain cigarettes
- 29% of high school students who smoke usually buy their cigarettes at a convenience store or gas station.

THE PROBLEM

- Over the past 10 years, Plumas County stores have sold tobacco to minors 138% above the state average.
- 25% of stores in Plumas County illegally sold cigarettes to minors in 2016
- It has been as high as 38%

Tobacco Sales To Minors



YOUTH ACCESS



Generally, there are two ways youth gain access to tobacco:

- Social Sources (family/friends)
- Retail Sources (convenience/grocery stores)

Since it is nearly impossible to monitor the social sources, action must be taken to control the illegal sales in the retail environment.

Please remember:
selling tobacco is a privilege, not a right.



WHY IS YOUTH ACCESS A PROBLEM?

- 80% of smokers began at or before the age of 18.
- Every day, 88 California youth start smoking.
 - 2/3 will become long term users.
 - 1/3 eventually will die from long-term tobacco use.
- 596,000 of California's youth under the age of 18 will ultimately die prematurely from smoking.



2007 National Household Survey on Drug Use and Health, SAMSHA, HHS

Key State Specific Tobacco Related Data and Rankings, Campaign for Tobacco Free Kids, July 20, 2010
Projected Smoking-Related Deaths Among Youth-United States, CDC, MMWR45(44):971-974, November 8, 1996

CURRENT TOBACCO LAWS

- It has been illegal to sell tobacco to minors for over 100 years
- Flavored cigarettes banned
 - easier to initiate smoking
- Self-service tobacco banned
 - to reduce youth accessibility
- Single cigarette sale banned
 - low cost makes it easier for youth to buy
- STAKE Act – requires signage at each point of sale and \$100 one time fee for Board of Equalization towards stopping the contraband cigarettes.
- PC308 – Illegal to sell tobacco to minors, but provided no provisions for enforcement. Not able to hold the establishment accountable for illegal sales.



WHAT CAN BE DONE?



- Several years ago California advocates launched a new effort to end the illegal sales of tobacco to minors. This effort focuses on local Tobacco Retail Licensing (TRL) ordinances.
- What is a TRL ordinance?
 - It requires store owners to purchase an annual permit in order to sell tobacco products, similar to the required alcohol, firearm and a number of other goods.
 - The permit fee covers the cost for the administration and enforcement of license, to make a self-sustaining impact.
 - ✦ Enforcement includes merchant education and youth purchase stings
- If the store is in violation of the ordinance (illegally selling tobacco to minors), they are fined or could potentially have their licenses suspended or revoked.

Tobacco Retail Licensing is Effective

- There are more than 140 communities in California who have TRL ordinances
- 80% of rural California (and 70% of Plumas County) adults surveyed think a tobacco license should be required to sell tobacco.
- Out of 33 communities that enacted strong TRL policies, illegal sales to minors was reduced by 403%
 - If we see similar results, our illegal sales rate could drop to 6.2%, or, preferably, to 0%!

The purpose of retail licensing is not to punish, but serves to protect youth and provide a healthy environment for Plumas County Residents.

TRL GOALS for PLUMAS



Adopt a strong retailer license that will:

- Reduce youth access to tobacco
 - By reducing the illegal sales of tobacco to minors
- Partner with retailers for a healthier Plumas County
 - Reduce the TRL cost for those participating in the Healthy Retail Initiative

PARTNERSHIP • TRL & RETAIL

In an effort to reduce the burden of cost to local retailers, Plumas County Public Health Agency and the Plumas County Sheriff's Office have committed to reduce their TRL costs in an effort to partner with businesses to create healthier retail environments.

EXAMPLE:
BEFORE/AFTER



PARTNERSHIP • TRL & RETAIL



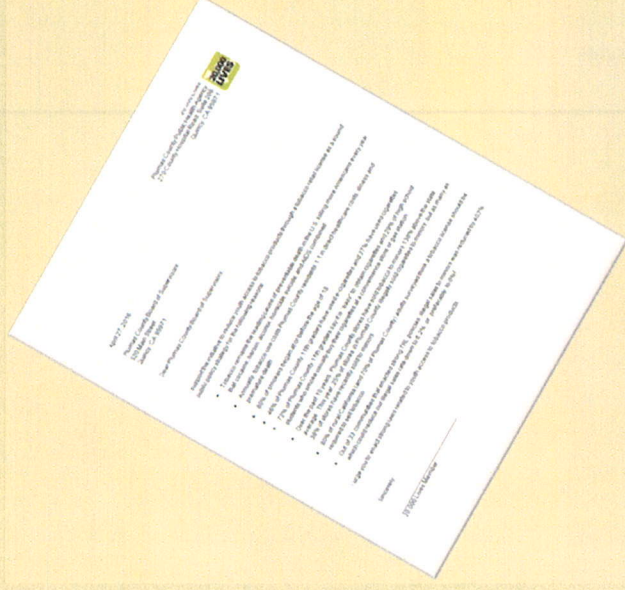
- Through this process, PCPHA commits to:
 - Conducting annual assessments and retail education
 - Assistance in making retail environments healthier for residents
 - Technical assistance and support focusing on health equity
- This partnership will not prohibit the sale of any product, but would educate and encourage healthy options, including, but not limited to:
 - Improved signage/messaging
 - Healthy option availability
 - Product placement in relation to children
- For retailers, this could result in a yearly TRL fee as low as \$0.00!

HOW CAN I HELP?

- Join the Youth Prevention sub-group to work on policies that affect youth



**20,000
LIVES**



ORDINANCE NO. 16 – _____

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE COUNTY OF PLUMAS, STATE OF CALIFORNIA, ADDING CHAPTER 14 OF TITLE 5 OF THE COUNTY CODE, “TOBACCO RETAILER LICENSING PROGRAM,” REQUIRING THE LICENSURE OF TOBACCO RETAILERS.

The Board of Supervisors of the County of Plumas, State of California, **DOES ORDAIN** as follows:

Section 1. Chapter 14 is hereby added to Title 5 of the Plumas County Code, with the title of Chapter 14 to read in full: “Tobacco Retailer Licensing Program”.

Section 2. The Board of Supervisors of the County of Plumas hereby finds and declares as follows:

WHEREAS, based in part on the information contained in this section, the Board of Supervisors finds that the failure of tobacco retailers to comply with all tobacco control laws, particularly laws prohibiting the sale of tobacco products to minors, presents an imminent threat to the public health, safety, and welfare of the residents of the Plumas County; and

WHEREAS, the Board of Supervisors finds that a local licensing system for tobacco retailers is appropriate to ensure that retailers comply with tobacco control laws and business standards of the Plumas County, to protect the health, safety, and welfare of our residents; and

WHEREAS, state law requires all tobacco retailers to be licensed by the Board of Equalization primarily to curb the illegal sale and distribution of cigarettes due to tax evasion and counterfeiting (Cal. Bus. & Prof. Code §§ 22970.1, 22972); and

WHEREAS, state law explicitly permits cities and counties to enact local tobacco retail licensing ordinances, and allows for the suspension or revocation of a local license for a violation of any state tobacco control law (Cal. Bus. & Prof. Code § 22971.3); and

WHEREAS, California courts have affirmed the power of local governments to regulate business activity to discourage violations of law. See, e.g., *Cohen v. Board of Supervisors*, 40 Cal. 3d 277 (1985); *Bravo Vending v. City of Rancho Mirage*, 16 Cal. App. 4th 383 (1993); *Prime Gas, Inc. v. City of Sacramento*, 184 Cal. App. 4th 697 (2010); and

WHEREAS, despite the state and Plumas County’s efforts to limit youth access to tobacco, minors are still able to access cigarettes, as evidenced by the fact that:

- In California, 36.8 percent of high school students have smoked a whole cigarette by 14 years of age; and
- According to the 2013 California Healthy Kids Survey, 29 percent of Plumas County 11th grade students have tried cigarettes, and 15 percent currently use regularly; and

(a) “Arm’s Length Transaction” means a sale in good faith and for valuable consideration that reflects the fair market value in the open market between two informed and willing parties, neither of which is under any compulsion to participate in the transaction. A sale between relatives, related companies or partners, or a sale for which a significant purpose is avoiding the effect of the violations of this chapter is not an Arm’s Length Transaction.

(b) “Department” means the department or agency designated by the Board of Supervisors of the County of Plumas to enforce or administer the provisions of this chapter.

(c) “Electronic Smoking Device” means an electronic device that can be used to deliver an inhaled dose of nicotine, or other substances, including any component, part, or accessory of such a device, whether or not sold separately. “Electronic Smoking Device” includes any such device, whether manufactured, distributed, marketed, or sold as an electronic cigarette, an electronic cigar, an electronic cigarillo, an electronic pipe, an electronic hookah, or any other product name or descriptor.

(d) “Person” means any natural person, partnership, cooperative association, corporation, personal representative, receiver, trustee, assignee, or any other legal entity.

(e) “Proprietor” means a Person with an ownership or managerial interest in a business. An ownership interest shall be deemed to exist when a Person has a ten percent (10%) or greater interest in the stock, assets, or income of a business other than the sole interest of security for debt. A managerial interest shall be deemed to exist when a Person can or does have or share ultimate control over the day-to-day operations of a business.

(f) “Self-Service Display” means the open display or storage of Tobacco Products or Tobacco Paraphernalia in a manner that is physically accessible in any way to the general public without the assistance of the retailer or employee of the retailer and a direct person-to-person transfer between the purchaser and the retailer or employee of the retailer. A vending machine is a form of Self-Service Display.

(g) “Tobacco Paraphernalia” means any item designed for the consumption, use, or preparation of Tobacco Products.

(h) “Tobacco Product” means:

- (1) Any product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, snuff; or
- (2) Any Electronic Smoking Device; or
- (3) Notwithstanding any provision of subsections (1) and (2) to the contrary, any component, part, or accessory of a tobacco product, whether or not sold separately.

“Tobacco Product” does not include any product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other

license under Section 5-14.12; and

- (2) Shall not display any advertisement relating to Tobacco Products or Tobacco Paraphernalia that promotes the sale or distribution of such products from the Tobacco Retailer's location or that could lead a reasonable consumer to believe that such products can be obtained at that location.

Section 5. Section 5-14.03 of Chapter 14 of Title 5 of the Plumas County Code is hereby added to read as follows:

Sec. 5-14.03. Mobile Vending of Tobacco Prohibited.

No license may issue to authorize Tobacco Retailing at other than a fixed location. For example, Tobacco Retailing by Persons on foot or from vehicles is prohibited.

Section 6. Section 5-14.04 of Chapter 14 of Title 5 of the Plumas County Code is hereby added to read as follows:

Sec. 5-14.04. Application Procedure.

(a) Application for a Tobacco Retailer's license shall be submitted in the name of each Proprietor proposing to conduct retail tobacco sales and shall be signed by each Proprietor or an authorized agent thereof.

It is the responsibility of each Proprietor to be informed regarding all laws applicable to Tobacco Retailing, including those laws affecting the issuance of a Tobacco Retailer's license. No Proprietor may rely on the issuance of a license as a determination by the County that the Proprietor has complied with all laws applicable to Tobacco Retailing. A license issued contrary to this chapter, contrary to any other law, or on the basis of false or misleading information supplied by a Proprietor shall be revoked pursuant to Sec. 5-14.11(d) of this chapter. Nothing in this chapter shall be construed to vest in any Person obtaining and maintaining a Tobacco Retailer's license any status or right to act as a Tobacco Retailer in contravention of any provision of law.

All applications shall be submitted on a form supplied by the Department and shall contain the following information:

- (1) The name, address, and telephone number of each Proprietor of the business seeking a license.
- (2) The business name, address, and telephone number of the single fixed location for which a license is sought.
- (3) A single name and mailing address authorized by each Proprietor to receive all communications and notices (the "Authorized Address") required by, authorized by, or convenient to the enforcement of this chapter. If an Authorized Address is not supplied, each Proprietor shall be understood to consent to the provision of notice at the business address specified in

license is one year. Each Tobacco Retailer shall apply for the renewal of his or her Tobacco Retailer's license and submit the license fee no later than thirty days prior to expiration of the term.

(b) *Expiration of License.* A Tobacco Retailer's license that is not timely renewed shall expire at the end of its term. To renew a license not timely renewed pursuant to subparagraph (a), the Proprietor must:

- (1) Submit the license fee and application renewal form; and
- (2) Submit a signed affidavit affirming that the Proprietor:
 - (i) has not sold and will not sell any Tobacco Product or Tobacco Paraphernalia after the license expiration date and before the license is renewed; or
 - (ii) has waited the period of time required by Sec. 5-14.12(a) of this chapter for Tobacco Retailing without a valid license before seeking renewal of the license.

Section 9. Section 5-14.07 of Chapter 14 of Title 5 of the Plumas County Code is hereby added to read as follows:

Sec. 5-14.07. Licenses Nontransferable.

(a) A Tobacco Retailer's license may not be transferred from one Person to another or from one location to another. A new Tobacco Retailer's license is required whenever a Tobacco Retailing location has a change in Proprietor(s).

(b) Notwithstanding any other provision of this chapter, prior violations at a location shall continue to be counted against a location and license ineligibility periods shall continue to apply to a location unless:

- (1) the location has been transferred to new Proprietor(s) in an Arm's Length Transaction; and
- (2) the new Proprietor(s) provide the County with clear and convincing evidence that the new Proprietor(s) have acquired or are acquiring the location in an Arm's Length Transaction.

Section 10. Section 5-14.08 of Chapter 14 of Title 5 of the Plumas County Code is hereby added to read as follows:

Sec. 5-14.08. Conditional Privilege.

Nothing in this chapter shall be construed to grant any Person obtaining and maintaining a Tobacco Retailer's license any status or right other than the limited conditional privilege to act as a Tobacco Retailer at the location in the County identified on the face of the permit. For example, nothing in this chapter shall be construed to render inapplicable, supersede, or apply in lieu of, any

- (2) the Youth Decoy is acting as an agent of a Person designated by the County to monitor compliance with this chapter; or
- (3) the Youth Decoy is participating in an inspection funded in part, either directly or indirectly through subcontracting, by the Plumas County Public Health Agency or the California Department of Health Services.

Section 13. Section 5-14.11 of Chapter 14 of Title 5 of the Plumas County Code is hereby added to read as follows:

Sec. 5-14.11. Fines; Suspension or Revocation of License.

(a) *Suspension or Revocation of License for Violation.* In lieu of or in addition to any other penalty authorized by law, a Tobacco Retailer's license shall be suspended or revoked if any court of competent jurisdiction determines, or the Department finds based on a preponderance of the evidence, after the licensee is afforded notice and an opportunity to be heard, that the licensee, or any of the licensee's agents or employees, has violated any of the requirements, conditions, or prohibitions of this chapter or has pleaded guilty, "no contest" or its equivalent, or admitted to a violation of any provision of Section 5-14.02 above.

- (1) Upon a finding by the Department of a first violation of this chapter at a location within any sixty-month period, a fine of \$500 shall be issued to the Proprietor(s).
- (2) Upon a finding by the Department of a second violation of this chapter at a location within any sixty-month period, the license shall be suspended for ninety days and a fine of \$1,000 shall be issued to the Proprietor(s).
- (3) Upon a finding by the Department of a third violation of this chapter at a location within any sixty-month period, the license shall be suspended for one year and a fine of \$1,000 shall be issued to the Proprietor(s).

(b) *Appeal of Suspension or Revocation.* A decision of the Department to suspend or revoke a license is appealable to the Plumas County Board of Supervisors. If such an appeal is timely made, it shall stay enforcement of the appealed action. An appeal to the Plumas County Board of Supervisors is not available for a revocation made pursuant to subsection (d) below.

(c) *Appellate Process.* Except as otherwise provided by law, any decision made appealable to the Plumas County Board of Supervisors pursuant to this chapter shall be subject to the following requirements and procedures.

- (1) Any appeal must be in writing, shall state the specific reasons therefore and the grounds asserted for relief and the specific relief requested, and shall be filed with the Clerk of the Board of Supervisors within ten (10) calendar days of personal service of the notice of the action being appealed, or within fifteen (15) calendar days of mailing if the notice is only served by mail. If

(d) *Revocation of License Wrongly Issued.* A Tobacco Retailer's license shall be revoked if the Department finds, after the licensee is afforded notice and an opportunity to be heard, that one or more of the bases for denial of a license under Sec. 5-14.05 existed at the time application was made or at any time before the license issued. The decision by the Department shall be the final decision of the County. Such a revocation shall be without prejudice to the filing of a new license application.

(e) Fines and interest upon proceeds of fines shall be used exclusively to fund the tobacco retail licensing program and the healthy retail initiative. Fines are nonrefundable except as may be required by law.

Section 14. Section 5-14.12 of Chapter 14 of Title 5 of the Plumas County Code is hereby added to read as follows:

Sec. 5-14.12. Tobacco Retailing Without a Valid License.

(a) In addition to any other penalty authorized by law, if a court of competent jurisdiction determines, or the Department finds based on a preponderance of evidence, after notice and an opportunity to be heard, that any Person has engaged in Tobacco Retailing at a location without a valid Tobacco Retailer's license, either directly or through the Person's agents or employees, the Person shall be ineligible to apply for, or to be issued, a Tobacco Retailer's license as follows:

- (1) After a first violation of this section at a location within any sixty-month period, no new license may issue for the Person or the location (unless ownership of the business at the location has been transferred in an Arm's Length Transaction), until thirty days have passed from the date of the violation.
- (2) After a second violation of this section at a location within any sixty-month period, no new license may issue for the Person or the location (unless ownership of the business at the location has been transferred in an Arm's Length Transaction), until ninety days have passed from the date of the violation and a fine of \$500 shall be issued to the Proprietor.
- (3) After of a third or subsequent violation of this section at a location within any sixty-month period, no new license may issue for the Person or the location (unless ownership of the business at the location has been transferred in an Arm's Length Transaction), until one year has passed from the date of the violation and a fine of \$1,000 shall be issued to the Proprietor.

(b) Tobacco Products and Tobacco Paraphernalia offered for sale or exchange in violation of this section are subject to seizure by the Department or any peace officer and shall be forfeited after the licensee and any other owner of the Tobacco Products and Tobacco Paraphernalia seized is given reasonable notice and an opportunity to demonstrate that the

Section 16. Section 5-14.14 of Chapter 14 of Title 5 of the Plumas County Code is hereby added to read as follows:

Sec. 5-14.14. Severability.

If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this chapter, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this chapter, or its application to any other person or circumstance. The Board of Supervisors of the County of Plumas hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

Section 17. Sections 3 through 16 of this ordinance, which amend the Plumas County Code, shall be codified. The remainder of the ordinance shall not be codified.

Section 18. The County finds that this ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to Title 14 of the California Code of Regulations, Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15061(b)(3) (there is no possibility the activity in question may have a significant effect on the environment).

Section 19. This ordinance shall be published, pursuant to Section 25124 (a) of the Government Code of the State of California, before the expiration of fifteen days after the passage of the ordinance, once, with the names of the supervisors voting for and against the ordinance, in the Feather River Bulletin, a newspaper of general circulation in the County of Plumas.

Section 20. This ordinance shall become effective thirty (30) days after its date of final adoption.

The foregoing ordinance was introduced at a regular meeting of the Board of Supervisors on the ____ day of _____, 2016, and passed and adopted by the Board of Supervisors of the County of Plumas, State of California, on the ____ day of _____, 2016, by the following vote:

AYES: Supervisors:
NOES: Supervisors:
ABSENT: Supervisors:

ATTEST:

Chair, Board of Supervisors

Clerk of said Board of Supervisors



OFFICE OF THE
COUNTY COUNSEL
COUNTY OF PLUMAS

Plumas County Courthouse
520 Main Street, Room 301
Quincy, California 95971-9115

R. CRAIG SETTLEMIRE
COUNTY COUNSEL
STEPHEN L. MANSELL
DEPUTY COUNTY COUNSEL
MARI SNYDER
PARALEGAL/SMALL CLAIMS ADVISOR

Phone: (530) 283-6240
Fax: (530) 283-6116

May 10, 2016

INTEROFFICE MEMORANDUM

TO: Honorable Board of Supervisors, County of Plumas

FROM: Stephen L. Mansell, *Deputy County Counsel*

A handwritten signature of Stephen L. Mansell in black ink, written over a horizontal line.

SUBJECT: Approval of settlement of County's interest in *United States et al. ex rel. Perez v. Stericycle, Inc., et al.*, United States District Court for the Northern District of Illinois Case No. 1:08-cv-2390 for \$3,876.89; allocation of settlement funds.

Background:

On March 25, 2016, the Plumas County Sheriff's Office received correspondence from the California Department of Justice, enclosing a check for \$3,876.89. The letter attached to the check stated that California and other states had recently negotiated a settlement of a lawsuit against Stericycle, Inc., a biohazardous waste disposal company, regarding allegations that Stericycle had illegally overcharged its governmental customers throughout the United States. Although the lawsuit against Stericycle was not a class action, and thus would not affect the rights of any entities that are not parties to the suit, Stericycle was willing to offer similar settlement terms to its other governmental clients. A settlement pool was created, and funds within it were allocated to Stericycle's governmental clients according to a set formula. Checks were then sent to the non-party clients, stating that they could deposit the checks as settlement in full of their claims against Stericycle, or refuse to deposit the checks and waive the rights to the settlement amount after May 22, 2016 (but retain the right to sue Stericycle individually).

Two County departments have engaged Stericycle's services in the past: the Sheriff's Office and Public Health. The Sheriff's Office remains a client, but Public Health discontinued their relationship with Stericycle prior to this fiscal year. After discussions with both departments, it was agreed that the settlement funds would best be allocated to the Sheriff's Office to offset ongoing costs of their Stericycle contract.

Action:

It is recommended that the Board approve settlement of its claims against Stericycle for the amount of \$3,876.89. This recommendation is based on the County Counsel's Office's determination that it is unlikely that the County's claims against Stericycle could be evaluated,

TO: Honorable Board of Supervisors, County of Plumas
FROM: Stephen L. Mansell, *Deputy County Counsel*
SUBJECT: Approval of settlement of County's interest in *United States et al. ex rel. Perez v. Stericycle, Inc., et al.*, United States District Court for the Northern District of Illinois Case No. 1:08-cv-2390 for \$3,876.89; allocation of settlement funds.

May 10, 2016

Page 2 of 2

prepared, and litigated in a cost-effective manner given the relatively small dollar amounts at issue. It is further recommended that the Board allocate the settlement funds to, and approve a supplemental budget for, Budget Unit 70330 (Sheriff) to pay for ongoing biohazardous waste disposal costs.

In the alternative, the Board could choose to either (1) reject settlement of the County's claims against Stericycle outright, or (2) authorize settlement, but direct staff to allocate the settlement funds toward other purposes as the Board may choose.

END OF MEMORANDUM

Enclosure.

(Auditor's Use Only)

Date 4/18/2016

Board	
Board	
Board	
Auditor	
Auditor	

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

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected 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) Supplemental budget request for unanticipated revenue _____

B) N/A _____

C) Expenditures still being incurred this fiscal year _____

D) Received unanticipated settlement funds _____

Approved by Department Signing Authority: _____

Roni Towery

☒ Approved/ Recommended

_____ Disapproved/ Not recommended

Auditor/Controller Signature: _____

Bianca Harrison

4/19/16

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.

5A

PUBLIC HEARING NOTICE

On May 10, 2016 at 10:15 a.m., the Plumas County Board of Supervisors will consider adopting a Resolution increasing the number of members on the Greenville Cemetery District Board of Trustees from three to five. The public hearing will be held in Room 308, Courthouse, Quincy.

Please publish in all papers in the Indian Valley Record on April 20, 2016

RESOLUTION NO. 16-

**A RESOLUTION INCREASING THE NUMBER OF MEMBERS ON THE
GREENVILLE CEMETERY DISTRICT BOARD OF TRUSTEES FROM THREE TO FIVE**

WHEREAS, Pursuant to Health & Safety Code §9025, the Board of Trustees for the Greenville Cemetery District currently consists of three members; and,

WHEREAS, the Greenville Cemetery District has submitted a resolution requesting that the number of members on the Board of Trustees be increased from three to five; and,

WHEREAS, the Plumas County Board of Supervisors after publishing notice as required by law, has held a public hearing on this issue on today's date: and,

WHEREAS, the Greenville Cemetery District has requested the Board of Supervisors appoint to the existing Greenville Cemetery District Board.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE PLUMAS COUNTY BOARD OF SUPERVISORS AS FOLLOWS:

The number of members on the Board of Trustees for the Greenville Cemetery District is hereby increased by two members, so that henceforth the Board of Trustees shall be composed of a total of five members.

Debbie Cassol and Matt Cassol are hereby appointed to fill the two new positions on the Board of Trustees. Their term of office shall expire in 2020.

The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 10th day of May, 2016 by the following vote:

AYES:

NOES:

ABSENT:

Chair, Board of Supervisors

ATTEST:

Clerk of the Board

GREENVILLE CEMETERY DISTRICT
P.O. Box 834
Greenville, CA 95947

Greenville Cemetery District
Resolution 2015-10

A RESOLUTION REQUESTING THE PLUMAS COUNTRY BOARD OF SUPERVISORS INCREASE THE NUMBER OF MEMBERS ON THE GREENVILLE CEMETERY DISTRICT BOARD OF TRUSTEES FROM THREE TO FIVE.

WHEREAS, the board of Trustees for the Greenville Cemetery District currently consist of (3) members.

WHEREAS, by adoption of this resolution, the Board of Trustees find that the Greenville Cemetery District would benefit by increasing the membership of the Board of Trustees to a total of five (5) members.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

The Board of Trustees of the Greenville Cemetery District requests that the Board of Supervisors of Plumas County adopt a resolution which would increase the Greenville Cemetery Board of Trustee by two (2) individuals, so that the Greenville Cemetery Board of Trustees would hence forth be composted of a total of five (5) members.

PASSED AND ADOPTED this October 5, 2015 by the following vote:

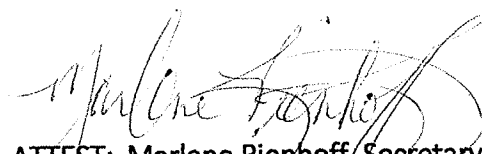
AYES: Jim Hamblin, Susan Neer, and Marilyn Crouch

NOES: None

ABSENT: None



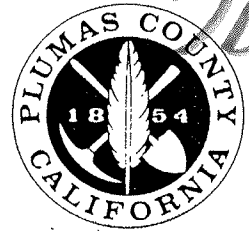
Jim Hamblin, Director



ATTEST: Marlene Bienhoff, Secretary

BOARD OF SUPERVISORS

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



May 10, 2016

The Honorable Carla Peterman, Commissioner
The Honorable Anne Simon, Administrative Law Judge
California Public Utilities Commission

505 Van Ness Avenue
San Francisco, CA 94102

Re: Importance of Baseload and Flexible Generation Power to Reach a 50 Percent Renewables Portfolio Standard (SB 350, DeLeon)

Dear Commissioner Peterman and Judge Simon:

We, the undersigned County representatives, are writing to urge the Commission to ensure that baseload and flexible generation renewables provide a significant portion of the renewable power needed to meet California's 50 percent RPS. Many studies have found that diversifying California's renewables portfolio as it moves beyond 33 percent will save ratepayers money and provide greater system reliability. Increasing baseload and flexible generation renewables will provide many other benefits to ratepayers and the general public that we urge the Commission to consider as it develops the policies to go from 33 to 50 percent renewables.

1. A 50 Percent RPS Requires Greater Resource Diversity.

Numerous studies over the past few years have made clear that California needs to diversify its renewables portfolio as it goes beyond 33 percent.¹ As the Commission's own analysis has shown, integration of intermittent renewables into the grid requires significant additional costs, including backup generation, costs to stabilize the grid and more. The costs of integrating solar and wind will only increase as increasing amounts will have be curtailed. A recent study by Energy and Environmental Economics (E3)

¹ See, ie, National Renewable Energy Labs, *Renewable Energy Futures*, available at: http://www.nrel.gov/analysis/re_futures/; Energy and Environmental Economics, *Investigating a Higher Renewables Portfolio Standard in California*, January 2014; Union of Concerned Scientists: *Achieving 50 Percent Renewable Electricity in California*, 2015. Available at: <http://www.ucsusa.org/sites/default/files/attach/2015/08/Achieving-50-Percent-Renewable-Electricity-In-California.pdf>.

made clear that increasing the diversity of California's renewables portfolio will reduce curtailment and provide the lowest cost option to achieve a 50 percent RPS.²

The National Renewable Energy Labs (NREL) reached the same conclusion when it considered the feasibility of the United States moving to 80 percent renewables by mid-century. Like E3, NREL found that an 80 percent RPS is feasible, but only if we significantly increase the production of baseload and flexible generation renewables.³

2. Baseload and Flexible Generation Resources Provide Many Additional Ratepayer and Public Benefits.

In addition to providing many benefits to the grid, baseload and flexible generation renewables provide many important benefits to ratepayers and the public. These benefits are particularly important in rural counties, which are some of the most economically disadvantaged in the state.

Biomass

Increasing biomass power generation is critical to address the tree mortality crisis in many parts of the state. As the Governor's Emergency Proclamation makes clear, this crisis is a threat to public safety and important infrastructure, including utility infrastructure. Cal Fire and the Sierra Nevada Conservancy have also made clear that this is a long-term crisis and that forest biomass power is an important piece of the solution as it is the most beneficial end-use of the forest biomass that must be removed to address the Governor's Emergency Proclamation.

In addition to protecting public safety – which is the Commission's highest responsibility - forest biomass helps to protect utility infrastructure which is increasingly vulnerable to wildfire. The Valley Fire alone caused more than \$150 million in damages to utility infrastructure in Lake and Sonoma Counties. The Rim Fire and other catastrophic fires have also caused tens of millions of dollars in damage to utility infrastructure. Future fires may also threaten reservoirs and hydropower facilities here in Plumas County.

Wildfire is also a major source of air pollution, black carbon and greenhouse gas emissions, impacts on water quality and supply and serious impacts on our local economies. Increasing forest biomass is a critical tool to protect our local communities.

² Id, Table 5, page 22.

³ NREL, footnote 1, above.

3. Need Specific Policies to Promote Baseload and Flexible Generation Power.

We urge the Commission to adopt specific policies to increase baseload and flexible generation power. Those policies should include:

- A specific requirement or portfolio standard for baseload and flexible generation that ensures that these resources provide at least 3,500 additional megawatts of baseload and flexible generation. This could be similar to the energy storage portfolio standard to ensure that a variety of baseload and flexible generation technologies help to achieve the requirement. It will also help California prepare for the possible closure of the Diablo Canyon nuclear generating facility.
- Increase the megawatt allocation for existing biomass projects under the Governor's Emergency Proclamation.
- Make changes to the BioMAT and interconnection rules to facilitate forest biomass project development, also called for by the Emergency Proclamation.
- Allocate a portion of EPIC funding to baseload and flexible generation power to better quantify the grid, economic and environmental benefits of baseload and flexible generation power.

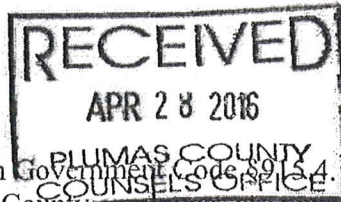
We thank the Commission for your consideration of these comments and look forward to working with the Commission to achieve the important benefits of baseload and flexible generation power described above.

Sincerely,

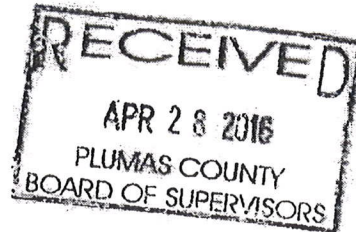
Sharon Thrall, Chair

Plumas County Board of Supervisors

CLAIM AGAINST THE COUNTY OF PLUMAS
(Pursuant to Government Code §910.4)



NOTICE: All claims must be presented to the County of Plumas in accordance with Government Code §910.4. Failure to fully complete this form will result in your claim being returned. Plumas County employees are not allowed to provide legal advice. Attach additional pages if needed.



MAIL TO:

Clerk of the Board
520 Main St, Rm 309
Quincy, CA 95971

CLAIMANT INFORMATION

1. Name of Claimant: dorothy nichols and jerald nichols
2. Date of Birth: 01/07/1947 3. Gender (circle one): ☐ Male ☒ Female
4. Mailing Address of Claimant:
p o box 1898 susanyville ca 96130
Address City State Zip
5. Mailing Address where notices are to be sent (if different than mailing address of claimant):
p o box 1898 susanyville ca 96130
Address City State Zip
6. Telephone Number of Claimant: (530) 249-1727

INFORMATION ABOUT CLAIM

7. Incident Date: Month april Day 22 Year 2016
8. Location of Incident (if applicable, include street address, highway number, post mile number, or direction of travel):
Plumas County Correctional Facility at 50 Abernathy Lane Quincy CA 95971
9. Explain the circumstances that led to the alleged damage or injury (state all facts that support your claim and why you believe the County is responsible for the alleged damage or injury. If more space is needed, continue on a separate page):
This claim is regarding the release of gerald e nichols and his dentures from the plumas county correctional facility 22 april 2016.. gerald's property had already been carried out and placed into our vehicle. we were then informed that gerald would not be released with his property until he either gave up the dentures or put down a deposit of \$2688.00 for his release. The \$2688.00 which was left on deposit in lieu of the dentures until such time that the County counsel was able to return a phone call ordering the release of Mr. Nichols's person and dentures that we would be able to have our deposit refunded.
10. General description of the specific damage, injury, indebtedness, obligation, or loss incurred so far as it may be known at the time of presenting claim:
I believe Sheriff Hagwood, Sgt Kelly and Commander Herman have taken advantage and have abused a position of trust and defrauded myself and my husband who is 71+ years out of \$2688.00 by misrepresenting the situation that we would be able to have our deposit refunded. since the sheriff is refusing to refund our money as said, we have to file this claim against the county...

11. Dollar amount of claim (if less than \$10,000) as of the date of presenting the claim (include the estimated amount of any prospective injury, damage, or loss, insofar as it may be known when claim is presented): \$ 2,688.00
12. If the amount claimed exceeds \$10,000, no dollar amount shall be included in the claim. However, please indicate whether the claim would be limited to civil case: ☐ YES ☒ NO
13. Name(s) of public employee(s) causing the injury, damage or loss, if known:

Sheriff Greg Hagwood, Commander Hermann, Sgt Kelly

CLAIMS INVOLVING MOTOR VEHICLES

14. Insurance information (complete if claim involves motor vehicle). Has the claim for the alleged damage/injury been filed (or will be filed) with your insurance carrier? ☐ YES ☐ NO
15. Name of insurance carrier and telephone number (including area code):

_____	_____		
Name	Telephone Number		

Address	City	State	Zip

16. Policy Number: _____
17. Are you the registered owner: ☐ YES ☐ NO
18. Amount of deductible: \$ _____
19. Make: _____ Model: _____ Year: _____

Section 72 of the Penal Code provides that a person found guilty of submitting a fraudulent claim may be punished by imprisonment in the County Jail or State Prison, and/or by the imposition of a fine up to \$10,000.00.

Signature of Claimant, or by some person legally authorized to submit this claim on your behalf

Dotthy Nichols
Signature

26 April 2016
Date

Dotthy Nichols
Printed Name of Person Completing Claim

Dorothy Nichols
PO Box 1898
Susanville CA 96130

CERTIFIED MAIL®



7015 3010 0000 4013 2968



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