



BOARD OF SUPERVISORS

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

**AGENDA FOR REGULAR MEETING OF AUGUST 11, 2020 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

Due to the Coronavirus disease (COVID-19) Public Health Emergency, dated March 16, 2020, the County of Plumas is making several changes related to Board of Supervisors meetings to protect the public's health and prevent the disease from spreading locally.

California Governor Gavin Newsom issued Executive Order N-29-20 on March 17, 2020, relating to the convening of public meetings in response to the COVID-19 pandemic.

Pursuant to the Executive Order, and the Governor's temporary partial exemptions to the Brown Act, and to maintain the orderly conduct of the meeting, the County of Plumas members of the Board of Supervisors may attend the meeting via teleconference or phone conference and participate in the meeting to the same extent as if they were physically present. Due to the Governor's temporary, partial exemption to the Brown Act, the Boardroom will be open to the public but subject to social distancing requirements, which limit the number of people that may enter to 25% of room capacity. Those that wish to attend the Board meeting, will be required to wear a face covering, as required by the local Public Health Officer order. The public may participate as follows:

Live Stream of Meeting

Members of the public who wish to watch the meeting, are encouraged to view it [LIVE ONLINE](#)

Public Comment Opportunity/Written Comment

Members of the public may submit written comments on any matter within the Board's subject matter jurisdiction, regardless of whether the matter is on the agenda for Board consideration or action. Comments will be entered into the administrative record of the meeting.

Members of the public are strongly encouraged to submit their comments on agenda and non-agenda items using e-mail address Public@countyofplumas.com

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. **PUBLIC HEALTH AGENCY** – Andrew Woodruff
Report and update on COVID-19; receive report and discussion

2. 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) PUBLIC HEALTH AGENCY

- 1) Approve and authorize the Chair to sign Memorandum of Understanding #CMSP-CERG-PCBH with Plumas County Behavioral Health of \$13,500 for COVID-19 Emergency Response Grant (CERG); approved as to form by County Counsel [View Item](#)
- 2) Adopt **RESOLUTION** to accept Agreement Number 20-10538 from the State of California Department of Public Health for the Childhood Lead Poisoning Prevention Program, and authorize the Director of Public Health to sign as the Board's designee [View Item](#)

B) SHERIFF

Approve and authorize the Chair to sign contract, not to exceed \$20,000, between County of Plumas and Bryan Strecker dba Frank's Garage for Sheriff vehicle repairs; approved as to form by County Counsel [View Item](#)

C) BEHAVIORAL HEALTH [View Item](#)

- 1) Approve and authorize the Chair to sign the following agreements for services provided to the Plumas County Behavioral Health Department; all contracts have been approved as to form by County Counsel:
 - Reno Behavioral Healthcare Hospital \$50,000
 - Granite Wellness Center \$60,000
 - Maria Assunta Vicini, Tai Chi Instructor \$10,080
 - Corcom Communications, Inc. \$45,000
 - West Hills Hospital \$75,000
 - Restpadd-Redding \$50,000
- 2) Authorize payment of \$750, without a contract, to Progress House, Inc. for mental health and addiction treatment services
- 3) Authorize payment of \$18,795, exceeding contract amount, to North Valley Behavioral Health for FY 2019-2020
- 4) Authorize payment of \$23,720, without a contract, to Sierra Vista Hospital for FY 2019-2020

D) SOCIAL SERVICES

- 1) Approve and authorize the Director of Social Services to sign contract, not to exceed \$15,810, between County of Plumas and University of California, Davis for professional training services; approved as to form by County Counsel [View Item](#)
- 2) Approve and authorize the Director of Social Services to sign contract, not to exceed \$43,477, between County of Plumas and University of California, Davis for professional training services to Social Services Eligibility and Employment Training; approved as to form by County Counsel [View Item](#)

E) PUBLIC WORKS

Gold Lake Forest Highway Guardrail Upgrades Project: Approve Project Plans and Specifications; and authorize the Director of Public Works to publicly advertise for bids; approved as to form by County Counsel [View Item](#)

3. DEPARTMENTAL MATTERS

A) **BEHAVIORAL HEALTH** – Tony Hobson

PUBLIC HEARING: Adopt **RESOLUTION** authorizing Application for, and Receipt of, Permanent Local Housing Allocation (PLHA) Program Funds; and authorize the Behavioral Health Director to execute the PLHA application for submission to the State Department of Housing and Community Development.

Roll call vote [View Item](#)

B) **SOCIAL SERVICES** – Neal Caiazzo

1) Authorize the Department of Social services to recruit and fill vacant, funded and allocated 1.0 FTE Eligibility Specialist I/II position; discussion and possible action [View Item](#)

2) Authorize the Department of Social services to recruit and fill vacant, funded and allocated 1.0 FTE Employment and Training Worker I/II position; discussion and possible action [View Item](#)

3) Authorize the Department of Social services to recruit and fill vacant, funded and allocated 1.0 FTE Program Manager position, created by retirement; discussion and possible action [View Item](#)

C) **PLANNING** – Tracey Ferguson

Planning Commission schedule, meeting location, and membership

4. BOARD OF SUPERVISORS

A. Accept letter of retirement from Scott Lawson, Museum Director, effective December 31, 2020; discussion and possible action [View Item](#)

B. Correspondence

C. Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations

D. Appointments

PLANNING COMMISSION

Appoint Thomas McGowan to the Plumas County Planning Commission, representing District 3

5. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

A. Personnel: Public employee performance evaluation – Behavioral Health Director

B. Personnel: Public employee performance evaluation – Director of Social Services/Public Guardian (Board only)

C. Conference with real property negotiator, Gabriel Hydrick, County Administrator regarding Plumas County Properties, Assessor's Parcel Nos. 117-350-43; 117-350-44; 117-350-46; 117-350-47; 117-350-48; 117-350-49; 117-350-50; 116-310-01; 117-140-26

D. Conference with Legal Counsel: Pending litigation – USA Waste of California, Inc. dba Feather River Disposal, a California corporation v. County of Plumas, Superior Court of California, County of Plumas, Case No. CV19-00064 – pursuant to Subdivision (c) of Government Code Section 54956.9

E. Conference with Legal Counsel: Initiating litigation pursuant to Subdivision (c) of Government Code Section 54956.9 (one case)

F. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9

G. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit; Probation; Unrepresented Employees and Appointed Department Heads

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

ADJOURNMENT

Adjourn meeting to Tuesday, August 18, 2020, Board of Supervisors Room 308, Courthouse, Quincy, California



PCPHA

PLUMAS COUNTY PUBLIC HEALTH AGENCY



Growing Healthy Communities

2A1

Date: July 20, 2020

To: Honorable Board of Supervisors

From: Andrew Woodruff

Agenda: Consent Item for August 11, 2020

Recommendation: Approve and sign Memorandum of Understanding #CMSP-CERG-PCBH with Plumas County Behavioral Health in the amount of \$13,500.00 for the COVID-19 Emergency Response Grant (CERG).

Background Information: As the Board may recall on June 9, 2020 you approve a contract and resolution with the County Medical Services Governing Board for the COVID-19 Emergency Response Grant (CERG). Plumas County was awarded Grant Agreement Number CERG-006 in the amount of \$100,000.00 for the period of May 15, 2020 through May 30, 2021.

These grant funds are being used to pay for supportive quarantine services such as hotels, rent coverage, food and personnel hygiene supplies for uninsured or underserved individuals affected by the COVID-19 pandemic.

Through this MOU Behavioral Health will be instrumental in providing support and assistance to low income individuals affected by COVID 19 pandemic.

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



PCPHA

PLUMAS COUNTY PUBLIC HEALTH AGENCY



Growing Healthy Communities

2A2

Date: July 30, 2020

To: Honorable Board of Supervisors

From: Andrew Woodruff

Agenda: Consent Agenda Item for August 11, 2020

Item Description/Recommendation: Approve a Resolution to accept Agreement Number 20-10538 from the State of California Department of Public Health for the Childhood Lead Poisoning Prevention Program, and authorize the Director of Public Health to sign as the Board's designee.

Background Information: Plumas County Public Health Agency has been providing lead poisoning prevention services to Plumas County residents for several years. CLPPP provides funding for personnel and operating expenses for Public Health. Funds support staff efforts in surveillance, case finding, specimen collection, and follow-up. Program goals include the early detection of lead poisoned and at risk children, and elimination of lead hazards countywide.

Plumas County Public Health Agency has been awarded \$213,915.00 for the Childhood Lead Poisoning Prevention Program (CLPPP) for Fiscal Year's 2020-2021, 2021-2022 and 2022-2023.

Please contact me should you have any questions, or need additional information.

Thank you.

C:\Documents and Settings\rosieolney\My Documents\BOS\CLPPB Contract 2020-2023.doc



530-283-6337 OFFICE
530-283-6425 FAX



270 County Hospital Rd, Suite 206
Quincy, California 95971



<http://countyofplumas.com/publichealth>

RESOLUTION NO. 20-_____

A RESOLUTION TO ACCEPT AGREEMENT NUMBER 20-10538 FROM THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH FOR CHILDHOOD LEAD POISONING PREVENTION PROGRAM FUNDING FOR FISCAL YEARS 2020-2021, 2021-2022 AND 2022-2023.

WHEREAS, PCPHA will provide direct case management for children with lead exposure in Plumas County; and

WHEREAS, PCPHA will provide Lead Education to the communities, families and health care providers in Plumas County; and

WHEREAS, PCPHA will coordinate lead-related activities for a range of local agencies and organizations; and

WHEREAS, PCPHA will alert the Childhood Lead Poisoning Prevention Branch to new sources of lead exposure and barriers in the continuum of care and prevention; and

WHEREAS, PCPHA will help develop new strategies towards realizing a mutual vision of a healthy, lead safe environment, in which children can achieve their full potential.

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

1. Approve Agreement Number 20-10538 with the State of California Department of Public Health for Childhood Lead Poisoning Prevention Program from July 1, 2020 through June 30, 2023 in the amount of \$213,915.00, and
2. Authorize the Director of Public Health to sign the Agreement and any future Amendments related to Agreement Number 20-10538 as the Board's designee.

The forgoing Resolution was duly passed and adopted by the Board of Supervisors, County of Plumas, State of California, at a regular meeting of said Board held on the 11th day of August 2020, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Chair, Plumas County Board of Supervisors

Attest:

Clerk, Plumas County Board of Supervisors



Office of the Sheriff

Office of Emergency Services

JB

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

TODD JOHNS
SHERIFF/CORONER
DIRECTOR

Memorandum

DATE: July 29, 2020
TO: Honorable Board of Supervisors
FROM: Sheriff Todd Johns 
RE: Agenda Items for the meeting of August 10, 2020

It is recommended that the Board:

Approve and sign contract #PCSO00148 between the Plumas County Sheriff's Office (PCSO) and Bryan Strecker, dba Frank's Garage in the amount of \$20,000.

Background and Discussion:

The term of this contract is 09/15/20-09/14/21. This purpose of this agreement is for Sheriff vehicle repairs.

Agreement has been approved as to form by County Counsel.

Services Agreement

This Agreement is made by and between the COUNTY OF PLUMAS, a political subdivision of the State of California, by and through its Sheriff's Office (hereinafter referred to as "County"), and BRYAN STRECKER, an individual, doing business as Frank's Garage (hereinafter referred to as "Contractor").

The parties agree as follows:

1. Scope of Work. Contractor shall provide the County with services as set forth in Exhibit A, attached hereto.
2. Compensation. County shall pay Contractor for services provided to County pursuant to this Agreement in the manner set forth in Exhibit B, attached hereto. The total amount paid by County to Contractor under this Agreement shall not exceed Twenty Thousand and No/100 Dollars (\$20,000.00).
3. Term. The term of this agreement shall be from September 15, 2020 through September 14, 2021, unless terminated earlier as provided herein.
4. Termination. Either party may terminate this agreement by giving thirty (30) days written notice to the other party.
5. Non-Appropriation of Funds. It is mutually agreed that if, for the current fiscal year and/or any subsequent fiscal years covered under this Agreement, insufficient funds are appropriated to make the payments called for by this Agreement, this Agreement shall be of no further force or effect. In this event, the County shall have no liability to pay any further funds whatsoever to Contractor or furnish any other consideration under this Agreement and Contractor shall not be obligated to perform any further services under this Agreement. If funding for any fiscal year is reduced or deleted for the purposes of this program, the County shall have the option to either cancel this Agreement with no further liability incurring to the County, or offer an amendment to Contractor to reflect the reduced amount available to the program. The parties acknowledge and agree that the limitations set forth above are required by Article XVI, section 18 of the California Constitution. Contractor acknowledges and agrees that said Article XVI, section 18 of the California Constitution supersedes any conflicting law, rule, regulation or statute.
6. Warranty and Legal Compliance. The services provided under this Agreement are non-exclusive and shall be completed promptly and competently. Contractor shall guarantee all parts and labor for a period of one year following the expiration of the term of this Agreement unless otherwise specified in Exhibit A. Contractor agrees to comply with all applicable terms of state and federal laws and regulations, all applicable grant funding conditions, and all applicable terms of the Plumas County Code and the Plumas County Purchasing and Practice Policies.

7. Amendment. This Agreement may be amended at any time by mutual agreement of the parties, expressed in writing and duly executed by both parties. No alteration of the terms of this Agreement shall be valid or binding upon either party unless made in writing and duly executed by both parties.
8. Indemnification. To the furthest extent permitted by law (including without limitation California Civil Code Sections 2782 and 2782.8, if applicable), County shall not be liable for, and Contractor shall defend and indemnify County and its officers, agents, employees, and volunteers (collectively “County Parties”), against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics; liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorney’s fees and court costs (hereinafter collectively referred to as “Claims”), which arise out of or are in any way connected to the work covered by this Agreement arising either directly or indirectly from any act, error, omission or negligence of Contractor or its officers, employees, agents, contractors, licensees or servants, including, without limitation, Claims caused by the concurrent negligent act, error or omission, whether active or passive of County Parties. Contractor shall have no obligation, however, to defend or indemnify County Parties from a Claim if it is determined by a court of competent jurisdiction that such Claim was caused by the sole negligence or willful misconduct of County Parties.
9. Insurance. Contractor agrees to maintain the following insurance coverage throughout the term of this Agreement:
 - a. Commercial general liability (and professional liability, if applicable to the services provided) coverage, with minimum per occurrence limit of the greater of (i) the limit available on the policy, or (ii) one million dollars (\$1,000,000).
 - b. Automobile liability coverage (including non-owned automobiles), with minimum bodily injury limit of the greater of (i) the limit available on the policy, or (ii) two-hundred fifty thousands dollars (\$250,000) per person and five hundred thousand dollars (\$500,000) per accident, as well as a minimum property damage limit of the greater of (i) the limit available on the policy, or (ii) fifty thousand dollars (\$50,000) per accident.
 - c. Each policy of commercial general liability (and professional liability, if applicable to the services provided) coverage and automobile liability coverage (including non-owned automobiles) shall meet the following requirements:
 - i. Each policy shall be endorsed to name the County, its officers, officials, employees, representatives and agents (collectively, for the purpose of this section 9, the “County”) as additional insureds. The Additional Insured endorsement shall be at least as broad as ISO Form Number CG 20 38 04 13; and

- ii. All coverage available under such policy to Contractor, as the named insured, shall also be available and applicable to the County, as the additional insured; and
- iii. All of Contractor's available insurance proceeds in excess of the specified minimum limits shall be available to satisfy any and all claims of the County, including defense costs and damages; and
- iv. Any insurance limitations are independent of and shall not limit the indemnification terms of this Agreement; and
- v. Contractor's policy shall be primary insurance as respects the County, its officers, officials, employees, representatives and agents, and any insurance or self-insurance maintained by the County, its officers, officials, employees, representatives and agents shall be in excess of the Contractor's insurance and shall not contribute with it, and such policy shall contain any endorsements necessary to effectuate this provision. The primary and non-contributory endorsement shall be at least as broad as ISO Form 20 01 04 13; and
- vi. To the extent that Contractor carries any excess insurance policy applicable to the work performed under this Agreement, such excess insurance policy shall also apply on a primary and non-contributory basis for the benefit of the County before the County's own primary insurance policy or self-insurance shall be called upon to protect it as a named insured, and such policy shall contain any endorsements necessary to effectuate this provision.

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

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

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

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

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

County:

Sheriff's Department
County of Plumas
1400 E. Main Street
Quincy, CA 95971
Attention: Roni Towery

Contractor:

Frank's Garage
270 Crescent Street
Quincy, CA 95971
Attention: Bryan Strecker

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

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

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

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

CONTRACTOR:

By: _____

Name: Bryan Strecker
doing business as Frank's Garage
Date signed:

COUNTY:

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

By: _____

Name: Todd Johns
Title: Sheriff-Coroner
Date signed:

By: _____

Kevin Goss, Chair
Board of Supervisors
Date signed: _____

ATTEST:

By: _____

Nancy DaForno
Clerk of the Board of Supervisors

APPROVED AS TO FORM:

Plumas County Counsel

By:  7/27/2020

Gretchen Stuhr
Deputy County Counsel

EXHIBIT A

Scope of Work

1. Provide general automotive repair on an as-needed basis upon request of the County. This includes, but is not limited to, the following:
 - a. Lube, oil and filter changes (LOF).
 - b. Vehicle inspection.
 - c. Tire rotation.
 - d. Mounting and balancing of tires.
 - e. Sale and installation of new tires.
 - f. Engine repair and replacement.
 - g. Drivetrain repair and replacement.
 - h. Diagnostics, including driveability and mechanical repairs.
2. Notwithstanding the foregoing, Contractor shall not be responsible for providing paint or body repairs.
3. All Work shall be provided in accordance with industry standards for high-quality automotive repairs.

EXHIBIT B

Fee Schedule

1. Labor shall be charged at \$65 per hour.
2. All parts shall be provided at cost price plus 5%.
3. LOF changes shall be charged at \$16.25 per hour plus parts at cost.

County shall be provided with a written estimate prior to any repairs. County shall not be responsible for the cost of any repairs County did not authorize in advance of the repairs being made. Contractor may not bill County more than the amount listed on the written estimate authorized by the County. If at any time Contractor believes that repairs will cost more than the County-authorized written estimate, Contractor shall provide a revised written estimate to County and obtain County's authorization prior to continuing repairs.

4. Contractor shall be paid monthly in accordance with the terms of this Exhibit. Contractor shall invoice County monthly based on the total of all services performed by Contractor under this Agreement which have been completed to County's sole satisfaction.

PLUMAS COUNTY BEHAVIORAL HEALTH SERVICES

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



Tony Hobson Ph.D., Director

DATE: August 11, 2020

TO: Honorable Board of Supervisors

FROM: Tony Hobson Ph.D., Behavioral Health Director 

SUBJECT: Consent Agenda

Recommendation

1. It is respectfully requested the Board of Supervisors approve and authorize the board chair to sign a \$50,000.00 Agreement with Reno Behavioral Healthcare Hospital.
2. It is respectfully requested the Board of Supervisors approve and authorize the board chair to sign a \$60,000.00 Agreement with Granite Wellness Centers.
3. It is respectfully requested the Board of Supervisors approve and authorize the board chair to sign a \$ 10,080.00 Agreement with Maria Assunta Vicini, Tai Chi Instructor.
4. It is respectfully requested the Board of Supervisors approve and authorize Director Tony Hobson to sign a 3-year \$45,000.00 Agreement with Corcom Communications, Inc.
5. It is respectfully requested the Board of Supervisors approve and authorize a \$75,000.00 Agreement with West Hills Hospital.
6. It is respectfully requested the Board of Supervisors approve and authorize a revised \$50,000.00 Agreement with Restpadd-Redding.
7. It is respectfully requested the Board of Supervisors approve and authorize a \$23,720.00 payment to Sierra Vista Hospital for psychiatric therapy services.
8. It is respectfully requested the Board of Supervisors approve and authorize a \$750.00 no contract payment to Progress House for mental health and addiction treatment services.
9. It is respectfully requested the Board of Supervisors approve and authorize a

\$18,795.00 payment to North Valley Behavioral Health for psychiatric therapy services.

BACKGROUND AND DISCUSSION:

1. The \$50,000.00 Agreement is with Reno Behavioral Healthcare Hospital which provides therapeutic mental health and chemical dependency services. This Agreement has been approved to form by County Counsel.
2. The \$60,000.00 Agreement with Granite Wellness Centers is a residential facility to treat substance use. This Agreement has been approved to form by County Counsel.
3. The \$10,080.00 Agreement with Maria Assunta Vicini, Tai Chi Instructor. This program will provide an overall positive approach to improving health through low impact exercise program open to all citizens in the Portola area. Tai Chi services are paid out of the Mental Health Services Act.
4. This 3-year 45,000.00 telecommunications and participation agreement in the USAC Funding Support payment program has been approved to form by County Counsel.
5. It is respectfully requested the Board of Supervisors approve and authorize a \$23,720.00 payment to Sierra Vista Hospital for psychiatric therapy services. Behavioral Health is entering into a contract for fiscal year 2020/21.
6. It is respectfully requested the Board of Supervisors approve and authorize a \$750.00 no contract payment to Progress House for mental health and addiction treatment services. Behavioral Health is entering into an agreement for fiscal year 2020/21.
7. It is respectfully requested the Board of Supervisors approve and authorize a \$18,795.00 payment to North Valley Behavioral Health for psychiatric therapy services. Behavioral Health exceeded the contract amount for fiscal year 2019/20
8. The \$75,000.00 Agreement is with West Hills Hospital, which provides therapeutic mental health and chemical dependency services. This Agreement has been approved to form by County Counsel.
9. Revised \$50,000.00 agreement with Restpadd-Redding is a psychiatric health facility, serving individuals experiencing acute psychiatric episodes or crisis' who require rehabilitation services in a non-hospital setting. This agreement has been revised and approved to form by County Counsel.

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

ouse Inc.
Box 1666
Grass Valley, CA 95667
Office (530) 626-9240 Fax (530) 626-8992

Invoice

Date	Invoice #
6/30/2020	

Bill To

Plumas County
Alcohol & Other Drug Services
270 County Hospital Rd., Ste. 109
Quincy, CA 95971

RECEIVED
JUL 06 2020

BY:

Log Number	Client Name	Referred By
891	M. C.	TORI BROWN

Terms
NET 45

Quantity	Description	Rate	Class	Amount
5	RESIDENTIAL DRUG AND ALCOHOL SERVICES 6/1-6/5	150.00	GARDEN VALL...	750.00



Brooke Pettigrew, Accounting Assistant



Date

Total	\$750.00
Payments/Credits	\$0.00
Balance Due	\$750.00

ALLEY BEHAVIORAL HEALTH, LLC
PLUMAS COURT, SUITE A
YUBA CITY, CA 95991 US
(530)790-2520
mlance@nvhb.com

RECEIVED
JUL 06 2020

BY:

INVOICE # 4951
DATE 06/30/2020

INVOICE

BILL TO
PLUMAS COUNTY MENTAL
HEALTH
ATTN: FISCAL DEPARTMENT
270 COUNTY HOSPITAL RD.,
STE. 109
QUINCY, CA 95971

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

DESCRIPTION	QTY	RATE	AMOUNT
Fee for Service	21	895.00	18,795.00
Fee for Service: 21 days in June			

BALANCE DUE **\$18,795.00**

C.P.



DEPARTMENT OF SOCIAL SERVICES AND PUBLIC GUARDIAN

201
Courthouse Annex, 270 County Hospital Road, Suite 207, Quincy, California 95971

NEAL CAIAZZO
DIRECTOR

(530) 283-6350
Fax: (530) 283-6368
Toll Free: (800) 242-3338

DATE: JULY 30, 2020
TO: HONORABLE BOARD OF SUPERVISORS
FROM: NEAL CAIAZZO, DIRECTOR
DEPARTMENT OF SOCIAL SERVICES
SUBJ: BOARD AGENDA ITEM FOR AUGUST 11, 2020 - CONSENT
AGENDA
RE: APPROVAL AND AUTHORIZATION TO SIGN A CONTRACT WITH
U.C. DAVIS FOR STAFF TRAINING

It is Recommended that the Board of Supervisors

1. Approve contract CW-2020-26, in the amount of \$15,810.00, with the University of California, Davis for professional training services to be provided to Department of Social Services staff.
2. Authorize the Director of the Department of Social Services to sign the agreement as the Board's designee.

Background and Discussion

Each year the Department of Social Services receives an allocation of state and federal funds that are designated specifically for staff development and training. The Department has joined together with other social services departments in the state to form the Inter-County Training Consortium (ICTC). Together, the counties in the consortium utilize their funds to purchase high quality professional training services from the Center for Human Services Training located at U.C. Davis. Although most of the training takes place locally, the agreement also enables us to take advantage of other training opportunities scheduled in neighboring counties that are consortium members.

For training that is scheduled locally and when it is appropriate, we also include invitations to our community partners and other agencies. This enables us to use this program as a community resource serving a broader base of human service providers.

The agreement that is enclosed is for training for the Department's Child Welfare Services staff. The agreement is for four training days delivered locally.

Financial Impact

The total value of the training is \$17,000.00. The University Extension offsets the normal county share of cost through an in-kind contribution that offsets \$1,190.00. This yields a net cost to the Department of \$15,810.00, which is claimable to state and federal funding sources.

There is no cost to the County General Fund.

Other Agency Involvement

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

Copies: PCDSS Management Staff

Enclosure

UNIVERSITY OF CALIFORNIA, DAVIS

BERKELEY • DAVIS • IRVINE • LOS ANGELES • MERCED • RIVERSIDE • SAN DIEGO • SAN FRANCISCO

SANTA BARBARA • SANTA CRUZ



DIVISION OF CONTINUING AND PROFESSIONAL EDUCATION
CPE.UCDAVIS.EDU

1333 RESEARCH PARK DRIVE
DAVIS, CA 95618-4852

Agreement # CW-2020-26
C000114120

Training Services Agreement

This Agreement is made this _____ day of _____, _____ by and between The Regents of the University of California ("University"), on behalf of its Davis campus UC Davis Continuing and Professional Education and PLUMAS COUNTY ("User").

RECITALS

WHEREAS, University is a public education institution accredited by the Western Association of Schools and Colleges, and has developed a training program ("Program,") and

WHEREAS, User wishes to obtain major skills training courses for User's personnel who provide related services in fulfillment of their goals and objectives (Exhibit B, if attached);

NOW, THEREFORE, the parties agree as follows:

1. University shall present Program as set forth in Exhibit A.
 - a. Limit on attendance. No more than 30 persons per course session may attend without the prior written approval of the University.
 - b. Reschedule/cancel of class. If User reschedules or cancels any training class within 10 calendar days of start date, User shall pay for all expenses incurred up to the date on which University receives notice of the reschedule or cancellation.
2. Term. The term of this agreement shall be from July 1, 2020 through June 30, 2021. All courses must be completed by June 30, 2021.
3. Termination. Either party may terminate this agreement by giving thirty (30) days' written notice to the other party.
4. Alteration, Amendment. No alteration of the terms of this agreement shall be valid or binding upon either party unless made in writing and signed by both parties. This agreement may be amended at any time by mutual agreement of the parties, expressed in writing and signed by both parties.

5. Fee & Payment. User shall pay University as set forth in Exhibit A. University will invoice User in arrears no more often than monthly for training completed. User shall pay University within thirty days (30) of User's receipt of University invoice. Failure to pay within thirty days may be deemed a material breach of this agreement and good cause for termination.
6. Indemnification. Each party shall defend, indemnify and hold the other party, its officers, employees and agents harmless from and against any and all liability, loss, expense including reasonable attorneys' fees, or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the indemnifying party, its officers, agents, or employees.
7. Insurance. University is self-insured under California law. University shall maintain this program of self-insurance throughout the term of this Agreement with retentions as follows:
 - a. General Liability (and professional liability) coverage with a per occurrence limit of a minimum of one million dollars (\$1,000,000).
 - b. Auto Liability including non-owned automobiles, with a minimums as follows:
 - 1) Bodily injury
 - a) Per person \$1,000,000
 - b) Per accident \$1,000,000
 - 2) Property damage \$1,000,000
 - c. Workers Compensation insurance in accordance with California state law.
 - d. Employer's Liability coverage in the amount of one million dollars (\$1,000,000).

If requested by User in writing University shall provide, upon receipt of a fully-executed Agreement, a Certificate of Self-Insurance naming User, its officers, agents, and employees, individually and collectively as additional insured (except for Worker's Compensation Insurance) for services provided under this Agreement.

Coverage shall apply as primary insurance and any other insurance or self-insurance maintained by the User, its officers, agents, and employees should be excess only. This insurance shall not be canceled or changed without a minimum of thirty (30) days advance, written notice given to User.

8. Confidentiality of information about individuals. University agrees to safeguard names and addresses of individuals received through the performance of this agreement in accordance with Welfare and Institution Code Section 10850.
9. Use of University name. User shall not use the name of the University in any form or manner in advertisements, reports or other information released to the public without the prior written approval of University.

10. Relationship of parties. It is expressly understood and agreed that this agreement is not intended and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association between the parties.
11. Notice addresses. All notices under this agreement shall be effective only if made in writing and delivered by personal service or by mail and addressed as follows. Either party may, by written notice to the other, change its own mailing address.

University:

Financial Services
UC Davis Continuing and
Professional Education
1333 Research Park Drive
Davis, CA 95618

User:

Plumas County
Department of Social Services
270 County Hospital Rd, Suite# 207
Quincy, CA 95971

Additional University:

Center for Human Services
UC Davis Continuing and
Professional Education
1333 Research Park Drive
Davis, CA 95618

Additional County:

(If Applicable)

12. Force majeure. In the event that performance by a party is rendered impossible by reason of strikes, lockouts, labor disputes, acts of God, governmental restrictions, regulations or other causes beyond the reasonable control of that party, performance shall be excused for a period commensurate with the period of impossibility.

University is a land-grant institution with a mission of teaching, research, public service and patient care, and it is required to recover the full cost of providing services to non-University entities such as User, and as a non-profit entity, makes no profit. Therefore, University does not have reserves from which to pay for expenditures made on behalf of User for which it is not reimbursed. In the event of a force majeure, User shall be responsible for payment of all expenses incurred to the point at which University gives or receives notice of the impossibility. If the impossibility becomes permanent, University will make best efforts to cancel or mitigate all outstanding financial commitments, and User shall be responsible for the cost of any remaining obligations.

13. Assignment. This Agreement shall be binding upon the successors and assigns of the parties. Neither party may assign the Agreement without the prior written permission of the other party.

14. Nondiscrimination. University agrees not to discriminate in the provision of service under this agreement on the basis of race; color; religion; marital status; national origin; ancestry; sex; sexual orientation; physical or mental handicap; medical condition; political affiliation; status as a Vietnam-era veteran or disabled veteran; or, within the limits imposed by law or University regulations, because of age or citizenship. University is an affirmative action/equal opportunity employer.
15. Conflict of Interest. The parties to this Agreement have read and are aware of the provisions of Government Code section 1090 et seq. and section 87100 relating to conflict of interest of public officers and employees. University represents that it is unaware of any financial or economic interest of any public officer or employee of User relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement, User may immediately terminate this Agreement by giving written notice.
16. Waiver of Rights. No delay or failure of either party in exercising any right, and no partial or single exercise of any right, shall be deemed to constitute a waiver of that right or any other right.
17. Headings. The headings and captions contained in this Agreement are for convenience only, and shall be of no force or effect in construing and interpreting the provisions of this Agreement.
18. Severability of Terms. In the event of any conflict between any provisions of this agreement and any applicable law, rule or regulation, this agreement shall be modified only to the extent necessary to eliminate the conflict and the rest of the agreement shall remain unchanged and in full force and effect.
19. Governing law. The laws of the State of California shall govern this agreement.
20. Integrated agreement. This agreement constitutes the entire understanding between the parties respecting the subject matter contained herein and supersedes any and all prior oral or written agreements regarding such subject matter.

Signature page follows:

IN WITNESS WHEREOF, this agreement has been executed as of the date first set forth above.

THE REGENTS OF THE
UNIVERSITY OF CALIFORNIA

By: Susan Catron

Name: Susan Catron, MPPA, EdD
UC Davis Continuing and
Professional Education

Date: June 12, 2020

FEIN: 94-6036494

Approved as to form:



6/23/20

Gretchen Stuhr
Deputy County Counsel III

PLUMAS COUNTY

By: _____

Name: _____

Date: _____

EXHIBIT A

TRAINING PROGRAM

1. 4.00 Unit(s) of training in the subject areas selected by the agency from the UC Davis Continuing and Professional Education curriculum.
2. University will provide the following:
 - a. Needs assessment, curriculum planning and implementation.
 - b. Instructional and student services.
 - c. Instructional materials.
 - d. Evaluation and feedback.
 - e. Continuing education credit.
 - f. Off-site training site and audio-visual equipment when on-site facility and equipment are not available. (Extra training units may be charged.)
 - g. Food and non-alcoholic beverages when requested by the User in writing. (Extra training units may be charged.)
 - h. Any other items when requested by the User in writing and approved by University. (Extra training units may be charged.)
 - i. 7% cost share, which shall be applied only to actual expenses incurred under this contract
3. User will provide the following:
 - a. Training facility and audio-visual equipment.
 - b. On-site coordination of training.

Training Units	CHS Daily Rate		Total Contract Amount
4.00	\$ 4,250.00	\$17,000.00	
		(\$1,190.00)	Less CPE 7% Cost Share
		<hr/>	Total Client Contract Share
			\$15,810.00



DEPARTMENT OF SOCIAL SERVICES AND PUBLIC GUARDIAN

202

Courthouse Annex, 270 County Hospital Road, Suite 207, Quincy, California 95971

NEAL CAIAZZO
DIRECTOR

(530) 283-6350
Fax: (530) 283-6368
Toll Free: (800) 242-3338

DATE: JULY 29, 2020

TO: HONORABLE BOARD OF SUPERVISORS

FROM: NEAL CAIAZZO, DIRECTOR
DEPARTMENT OF SOCIAL SERVICES

SUBJ: BOARD AGENDA ITEM FOR AUGUST 11, 2020, CONSENT AGENDA

RE: APPROVAL AND AUTHORIZATION TO SIGN A CONTRACT WITH U.C. DAVIS
FOR STAFF TRAINING

It is Recommended that the Board of Supervisors

1. Approve contract #EW-2020-26 in the amount of \$43,477 with the University of California, Davis for professional training services to be provided to Department of Social Services Eligibility and Employment and Training staff.
2. Authorize the Director of the Department of Social Services to execute the agreement on behalf of the County and as the Board's designee.

Background and Discussion

Each year the Department of Social Services receives an allocation of state and federal funds that are designated specifically for staff development and training. The Department has joined together with other social services departments in the state for an Inter-County Training Consortium (ITCT). Together, the counties in the Consortium pool their funds to purchase high quality professional training services from the Center for Human Services Training located at UC Davis. Although most of the training takes place locally, the agreement also enables us to take advantage of other training opportunities scheduled in neighboring counties that are Consortium members.

For training that is scheduled locally and when it is appropriate, we also include invitations to our community partners and other agencies. This enables us to use the training programs as a community resource serving the broader base of human service providers.

The agreement that is before your Board today for approval provides eleven full days of training that will be available to the Department's Employment and Training, and Eligibility staff.

Financial Impact

The total value for training received under this agreement is \$43,477. UC Davis provides an in-kind contribution in the amount of \$3,272 which represents what would otherwise be considered a local match requirement from Plumas County. There is no cost to the County General Fund. An appropriation for training is included in the Department's proposed FY 2020-2021 budget.

Other Agency Involvement

The Office of County Counsel has reviewed the proposed agreement and approved it as to form.

Copies: PCDSS Management Staff

Enclosure

UNIVERSITY OF CALIFORNIA, DAVIS

BERKELEY • DAVIS • IRVINE • LOS ANGELES • MERCED • RIVERSIDE • SAN DIEGO • SAN FRANCISCO



SANTA BARBARA • SANTA CRUZ

DIVISION OF CONTINUING AND PROFESSIONAL EDUCATION
CPE.UG.DAVIS.PDU

1190 RESEARCH PARK DRIVE
DAVIS, CA 95610-4852

Agreement # EW-2020-26
C000114113

Training Services Agreement

This Agreement is made this _____ day of _____, _____ by and between The Regents of the University of California ("University"), on behalf of its Davis campus UC Davis Continuing and Professional Education and PLUMAS COUNTY ("User").

RECITALS

WHEREAS, University is a public education institution accredited by the Western Association of Schools and Colleges, and has developed a training program ("Program,") and

WHEREAS, User wishes to obtain major skills training courses for User's personnel who provide related services in fulfillment of their goals and objectives (Exhibit B, if attached);

NOW, THEREFORE, the parties agree as follows:

1. University shall present Program as set forth in Exhibit A.
 - a. Limit on attendance. No more than 30 persons per course session may attend without the prior written approval of the University.
 - b. Reschedule/cancel of class. If User reschedules or cancels any training class within 10 calendar days of start date, User shall pay for all expenses incurred up to the date on which University receives notice of the reschedule or cancellation.
2. Term. The term of this agreement shall be from July 1, 2020 through June 30, 2021. All courses must be completed by June 30, 2021.
3. Termination. Either party may terminate this agreement by giving thirty (30) days' written notice to the other party.
4. Alteration, Amendment. No alteration of the terms of this agreement shall be valid or binding upon either party unless made in writing and signed by both parties. This agreement may be amended at any time by mutual agreement of the parties, expressed in writing and signed by both parties.

5. Fee & Payment. User shall pay University as set forth in Exhibit A. University will invoice User in arrears no more often than monthly for training completed. User shall pay University within thirty days (30) of User's receipt of University invoice. Failure to pay within thirty days may be deemed a material breach of this agreement and good cause for termination.
6. Indemnification. Each party shall defend, indemnify and hold the other party, its officers, employees and agents harmless from and against any and all liability, loss, expense including reasonable attorneys' fees, or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the indemnifying party, its officers, agents, or employees.
7. Insurance. University is self-insured under California law. University shall maintain this program of self-insurance throughout the term of this Agreement with retentions as follows:
 - a. General Liability (and professional liability) coverage with a per occurrence limit of a minimum of one million dollars (\$1,000,000).
 - b. Auto Liability including non-owned automobiles, with a minimums as follows:
 - 1) Bodily injury
 - a) Per person \$1,000,000
 - b) Per accident \$1,000,000
 - 2) Property damage \$1,000,000
 - c. Workers Compensation insurance in accordance with California state law.
 - d. Employer's Liability coverage in the amount of one million dollars (\$1,000,000).

If requested by User in writing University shall provide, upon receipt of a fully-executed Agreement, a Certificate of Self-Insurance naming User, its officers, agents, and employees, individually and collectively as additional insured (except for Worker's Compensation Insurance) for services provided under this Agreement.

Coverage shall apply as primary insurance and any other insurance or self-insurance maintained by the User, its officers, agents, and employees should be excess only. This insurance shall not be canceled or changed without a minimum of thirty (30) days advance, written notice given to User.
8. Confidentiality of information about individuals. University agrees to safeguard names and addresses of individuals received through the performance of this agreement in accordance with Welfare and Institution Code Section 10850.
9. Use of University name. User shall not use the name of the University in any form or manner in advertisements, reports or other information released to the public without the prior written approval of University.

10. Relationship of parties. It is expressly understood and agreed that this agreement is not intended and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association between the parties.
11. Notice addresses. All notices under this agreement shall be effective only if made in writing and delivered by personal service or by mail and addressed as follows. Either party may, by written notice to the other, change its own mailing address.

University:

Financial Services
UC Davis Continuing and
Professional Education
1333 Research Park Drive
Davis, CA 95618

User:

Plumas County
Department of Social Services
207 County Hospital Rd, Suite 207
Quincy, CA 95971

Additional University:

Center for Human Services
UC Davis Continuing and
Professional Education
1333 Research Park Drive
Davis, CA 95618

Additional County:

(If Applicable)

12. Force majeure. In the event that performance by a party is rendered impossible by reason of strikes, lockouts, labor disputes, acts of God, governmental restrictions, regulations or other causes beyond the reasonable control of that party, performance shall be excused for a period commensurate with the period of impossibility.

University is a land-grant institution with a mission of teaching, research, public service and patient care, and it is required to recover the full cost of providing services to non-University entities such as User, and as a non-profit entity, makes no profit. Therefore, University does not have reserves from which to pay for expenditures made on behalf of User for which it is not reimbursed. In the event of a force majeure, User shall be responsible for payment of all expenses incurred to the point at which University gives or receives notice of the impossibility. If the impossibility becomes permanent, University will make best efforts to cancel or mitigate all outstanding financial commitments, and User shall be responsible for the cost of any remaining obligations.

13. Assignment. This Agreement shall be binding upon the successors and assigns of the parties. Neither party may assign the Agreement without the prior written permission of the other party.

14. Nondiscrimination. University agrees not to discriminate in the provision of service under this agreement on the basis of race; color; religion; marital status; national origin; ancestry; sex; sexual orientation; physical or mental handicap; medical condition; political affiliation; status as a Vietnam-era veteran or disabled veteran; or, within the limits imposed by law or University regulations, because of age or citizenship. University is an affirmative action/equal opportunity employer.
15. Conflict of Interest. The parties to this Agreement have read and are aware of the provisions of Government Code section 1090 et seq. and section 87100 relating to conflict of interest of public officers and employees. University represents that it is unaware of any financial or economic interest of any public officer or employee of User relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement, User may immediately terminate this Agreement by giving written notice.
16. Waiver of Rights. No delay or failure of either party in exercising any right, and no partial or single exercise of any right, shall be deemed to constitute a waiver of that right or any other right.
17. Headings. The headings and captions contained in this Agreement are for convenience only, and shall be of no force or effect in construing and interpreting the provisions of this Agreement.
18. Severability of Terms. In the event of any conflict between any provisions of this agreement and any applicable law, rule or regulation, this agreement shall be modified only to the extent necessary to eliminate the conflict and the rest of the agreement shall remain unchanged and in full force and effect.
19. Governing law. The laws of the State of California shall govern this agreement.
20. Integrated agreement. This agreement constitutes the entire understanding between the parties respecting the subject matter contained herein and supersedes any and all prior oral or written agreements regarding such subject matter.

Signature page follows:

IN WITNESS WHEREOF, this agreement has been executed as of the date first set forth above.

THE REGENTS OF THE
UNIVERSITY OF CALIFORNIA

By: Susan Catron

Name: Susan Catron, MPPA, EdD
UC Davis Continuing and
Professional Education

Date: 07/16/2020

FEIN: 94-6036494

PLUMAS COUNTY

By: Neil Langlois

Name:

Date: 7.20.2020

Approved as to form:



7/20/20

Gretchen Stuhr
Deputy County Counsel III

EXHIBIT A

TRAINING PROGRAM

1. 11.00 Unit(s) of training in the subject areas selected by the agency from the UC Davis Continuing and Professional Education curriculum.
2. University will provide the following:
 - a. Needs assessment, curriculum planning and implementation.
 - b. Instructional and student services.
 - c. Instructional materials.
 - d. Evaluation and feedback.
 - e. Continuing education credit.
 - f. Off-site training site and audio-visual equipment when on-site facility and equipment are not available. (Extra training units may be charged.)
 - g. Food-and-non-alcoholic-beverages when-requested by the User in writing. (Extra training units may be charged.)
 - h. Any other items when requested by the User in writing and approved by University. (Extra training units may be charged.)
 - i. Per client request, 7% cost share shall be applied only to actual expenses incurred under this contract
3. User will provide the following:
 - a. Training facility and audio-visual equipment.
 - b. On-site coordination of training.

Training Units	CHS Daily Rate		Total Contract Amount
11.00	\$ 4,250.00	\$46,750.00	
		(\$3,272.50)	Less CPE 7% Cost Share
		\$43,477.50	Total Client Contract Share

PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

1834 East Main Street, Quincy CA 95971 – Phone (530) 283-6268 Facsimile (530) 283-6323
Robert A. Perreault Jr., Director Joe Blackwell, Deputy Director John Mannie, Assistant Director



CONSENT AGENDA REQUEST

for the August 11, 2020 Meeting of the Plumas County Board of Supervisors

Date: August 3, 2020

To: Honorable Board of Supervisors

From: *R.A.P.* Robert A. Perreault, Jr., P.E., Director of Public Works

Subject: In reference to the Gold Lake Forest Highway Guardrail Upgrades Project (Work Order #570), adopt the Project Plans and Specifications and authorize the Director of Public Works to publicly advertise for bids.

Background:

The Plumas County Department of Public Works Work Order #570 proposes to replace the existing wood post guardrail with Midwest Guardrail System (MGS) supported on steel posts including end treatments along approximately 7.8 miles of Gold Lake Forest Highway (CR 519) from the Sierra/Plumas County line to the intersection of State Route 89. The guardrail was last replaced in 1996 thereby exceeding its 20-year useful life. The project includes the replacement of 20,000 lineal feet of existing guardrail and end treatments over the length of road 519 between the Sierra County line and State Route 89 near Graeagle.

The project is funded by the Highway Safety Improvement Program under the guardrail upgrades category. The Program provides for 100% reimbursement up to the project's approved federal finance letter amount of \$1,163,000. The engineer's estimate for the construction contract is \$1,063,000.

An on-call construction engineering firm will assist the Department with construction management services under a separate contract, expected to be brought to the Board of Supervisors for approval in September 2020. The Department anticipates award of a construction contract also in September of 2020. The project is currently budgeted in the Department's FY 2020/21 construction budget under Work Order #570. The project is anticipated to be completed by late November 2020 but project can be completed in the following construction season if necessary.

The Department will be submitting an application this fall to the Federal Lands Access Program for a future pavement milling and overlay project for the entire 7.8 miles.

Exhibit "A" is a copy of the project plans, specifications and bid documents. County Counsel has reviewed the contract and bid package and has approved it for advertisement under CC Log 20-316.

*John Mannie
Assistant Director*

CONSENT AGENDA REQUEST for the August 11, 2020 Meeting of Board of Supervisors
Gold Lake Forest Highway Guardrail Upgrades Project --
Adopt the Project Plans and Specifications and authorize the advertisement for bids
August 3, 2020
Page 2

A complete copy of the Project Plans, Project Specifications and Bid Package (Exhibit "A") is available for public review during normal office hours at the following County offices:

Clerk of the Board of Supervisors
Plumas County Courthouse
520 Main Street, Room 309
Quincy, CA 95971

Director of Public Works
Public Works Headquarters Building
1834 East Main Street
Quincy, CA 95971

Fiscal Impact:

This action pertains only to the Board of Supervisors *adoption* of the Project Plans, Project Specifications and Bid Package and the direction to the Director of Public Works to advertise for bids. The Department's costs for the construction phase are reimbursed at a rate of 100% by the Highway Safety Improvement Program managed by Caltrans. The estimated project expenditures and reimbursements for FY 20/21 are included in the Department's budget.

Following the development of a recommendation for award of a Construction Contract by the Director of Public Works, the Project will return to the Board of Supervisors for consideration of execution of the Construction Contract.

Policy Compliance:

The Project Plans and Project Specifications have been prepared in accordance with Resolution No.19-8433, "Resolution Authorizing the Adoption of Caltrans' Local Assistance Procedures Manual, Chapter 10, by the Department of Public Works for Projects Funded by Caltrans' Local Assistance Programs," dated October 1, 2019.

Recommendations:

Regarding the Gold Lake Forest Highway Guardrail Upgrades Project, the Director of Public Works respectfully recommends that the Board of Supervisors adopt the Project Plans and Specifications and to authorize the Director of Public Works to publicly advertise for bids.

Exhibit "A" Work Order #570 – Project Plans, Project Specifications and Bid Package

PLUMAS COUNTY BEHAVIORAL HEALTH SERVICES

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

Tony Hobson Ph.D., Director



DATE: August 11, 2020

TO: Honorable Board of Supervisors

FROM: Tony Hobson Ph.D., Behavioral Health Director

SUBJECT: Appearance Item

Recommendation

1. Approve and authorize Chair to sign *Revised Resolution* of the Board of Supervisors of the County of Plumas Authorizing Application for, and Receipt of, Permanent Local Housing Allocation Program Funds.
2. Authorize the Director of Behavioral Health to execute the PLHA Program and submit the PLHA Plan and Application to the State Department of Housing and Community Development

BACKGROUND AND DISCUSSION:

The PLHA was established by the State of California through the Building Homes and Jobs Act (SB2) of 2017. The PLHA will be a broad, ongoing affordable housing program funded by fees collected from real estate transaction recordings. The State's preliminary annual revenue estimates for the PLHA fund are \$250 million statewide, but this is subject to fluctuation based upon the activity of the real estate market. The eligible recipients are each County and all incorporated cities and towns, subject to meeting threshold requirements of an HCD-approved Housing Element and being current on the submission of the Housing Element APR. The funds can be accessed through two mechanisms:

- Formula (Non-competitive) annual allocation: These funds will be provided to eligible entities on an annual basis, subject to the submittal of an HCD-approved Five-Year Expenditure Plan and Application. The Year 1 (2020) estimate of funding for the County is **\$121,182**. The five-year estimate for Plumas County (including Year 1) in the PLHA formula allocations, as stated in the NOFA, is **\$727,093**. Annual funding amounts are subject to the amount of revenue collected by the State.

- Competitive allocation: Local jurisdictions that do not receive CDBG entitlement funds (i.e. Funds directly from HUD) can also apply for competitive funds which will be made available via a NOFA process on an annual basis. Priority points will be given to jurisdictions proposing to use competitive funds for assistance to those experiencing homelessness and that have an unincorporated population of less than 200,000. Competitive funds will be awarded to specific projects and are not subject to being combined and pooled by various jurisdictions.

For 2020, the State issued the Formula allocation NOFA in late February, with A Five Year Plan and Funding Application due no later than July 27, 2020. There will be another opportunity to submit the required Plan and Application next year, likely in the spring/summer. The competitive NOFA is tentatively scheduled to be released in August, with applications due in October. After that, there will be an annual NOFA funding opportunity.

PLHA funds are designed to be flexible in order to address each jurisdiction's greatest housing needs, especially for households who earn 60% of Area Median Income or less, and to support the jurisdiction's progress on meeting its RHNA goals.

Eligible uses of the formula funds are:

1. Predevelopment, development, acquisition, rehabilitation and preservation of multifamily, residential live-work, rental housing that is affordable to extremely low, very-low, low- and moderate-income households, including necessary operating subsidies. Accessory Dwelling Units (ADUs) are eligible for assistance, as long as they are available for occupancy for a term of no less than 30 days.
2. Affordable rental and ownership housing that meets the needs of a growing workforce earning up to 120% of Area Median Income or 150% of AMI in high-cost areas.
3. Matching portions of funds placed into local or regional housing trust funds.
4. Matching portions of funds available through the Low- and Moderate-Income Housing Asset fund pursuant to subdivision(d) of the Section 34176 of the Health and Safety Code.
5. Capitalized reserves for services connected to the creation of new permanent supportive housing, including, but not limited to, developments funded through the Veterans Housing and Homelessness Prevention Bond Act of 2014.
6. Assisting persons who are experiencing or at risk of homelessness, including providing rapid rehousing, rental assistance, navigation centers, emergency shelters, and new construction, rehabilitation and preservation of permanent and transitional housing. This activity may include using PLHA funds for continued assistance to households assisted with California Emergency Solutions and Housing (CESH) Program funds.
7. Accessibility modifications.
8. Efforts to acquire and rehabilitate foreclosed or vacant homes.
9. Homeownership opportunities, including down payment assistance.
10. Fiscal incentives or matching funds to local agencies that approve new housing for extremely low, very-low, low- and moderate-income households.

Eligible uses of the competitive funds are:

1. Development of new multifamily rental housing that is affordable to households at or below 60% AMI or substantial rehabilitation of multifamily rental housing that will be affordable to households at or below 60% of AMI, but which is not currently restricted as affordable housing; or
2. Assistance to persons who are experiencing or at risk of homelessness, including, but not limited to, through rapid rehousing, or rental assistance, supportive services and case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers, or new construction, rehabilitation, or preservation of permanent or transitional rental housing.

In order to apply for competitive funding, the local jurisdiction must have a project which can demonstrate readiness as evidenced by site control, planning entitlements, environmental review and commitment of other funding. Applications for competitive funding are to be completed and submitted jointly by the jurisdiction and the development sponsor.

Discussion:

County staff enlisted Housing Tools, a housing and community development consulting firm, to assist with the preparation of the PLHA application. Housing Tools conducted an analysis of the common goals of the Plumas County 2019-2024 Housing Element, Plumas & Sierra Counties Plan to Address Homelessness, and the Plumas County Continuum of Care 2019-2024 Strategic Plan, as well as key data regarding households earning 60% AMI or less.

After reviewing the analysis and discussing the feasibility of projects, County Behavioral Health and Planning staff agreed that utilizing the PLHA formula funds during this first cycle for three activities would most appropriately address the needs of those with incomes of 60% AMI or less.

Based on the eligible uses of PLHA formula funds, the activities proposed include:

- A. Predevelopment costs associated with the County's No Place Like Home (NPLH) project that will have both affordable and permanent supportive housing units (eligible formula fund uses #1);
- B. Assisting persons who are experiencing or at risk of homelessness by providing Transitional Housing rental assistance (eligible formula fund uses #6); and
- C. Capitalized reserves for services connected to the creation of new permanent supportive housing (eligible formula fund uses #5).

While the Plan does not need to identify specific housing projects, it must identify the planned number of units to be constructed and the income targeting for those units. Housing Tools' staff have discussed proposed projects in Quincy and the City of Portola with County staff and have completed the Plan based upon this data. The use of this data to complete the Plan is not, however, a formal commitment of funds to these projects. PLHA formula funding commitments will be made via a separate process that is managed by the County as the

administrator of the PLHA funds.

First Activity, 100% of Year 1 Funds: The County's NPLH new construction housing project is anticipated to have 60 units, of which 15 would be permanent supportive housing studio units for homeless individuals with a serious mental illness earning 20% AMI or less. The remaining 45 affordable units include six units for those earning 30% AMI, evenly split between one-bedroom, two-bedroom, and three-bedroom units, and 38 units for those earning 60% AMI, with 12 one-bedroom units, 13 two-bedroom units, and 13 three-bedroom units.

Second Activity, 33% of Years 2-5 Funds: The County has established relationships with two transitional housing providers, Environmental Alternatives and Plumas Rural Services. Funds are anticipated to be used to work with either or both organizations to provide transitional housing rental assistance to additional people identified in need of such housing.

Third Activity, 67% of Years 2-5 Funds: The Funds will be deposited in a reserve to be used for Supportive Services costs associated with the NPLH new permanent supportive housing project. Over a period of up to 20 years, the reserve funds will be drawn out of the account when needed for Supportive Services costs.

The County's consultant, Housing Tools, has completed the Plan and Application forms and accompanying materials. Approval of the resolution will allow the County to be allocated its PLHA formula funding. It is proposed that County Behavioral Health staff will be assigned to the duties entailed in administering the PLHA formula funds and/or the County may choose to contract out some of the duties to a consultant, if appropriate.

Attachments:

1. Resolution 2020- ____ A Resolution of the Board of Supervisors of the County of Plumas Authorizing Application for, and Receipt of, Permanent Local Housing Allocation Program Funds

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

RESOLUTION NO. 2020-_____

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF PLUMAS
AUTHORIZING APPLICATION FOR, AND RECEIPT OF,
PERMANENT LOCAL HOUSING ALLOCATION PROGRAM FUNDS**

The **Supervisors of the County of Plumas** ("Applicant") hereby consent to, adopt, and ratify the following Resolution:

- A. WHEREAS**, the State of California (the "State"), Department of Housing and Community Development ("Department") is authorized to provide up to \$195 million under the SB 2 Permanent Local Housing Allocation Program Formula Component from the Building Homes and Jobs Trust Fund for assistance to Cities and Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2));
- B. WHEREAS**, the State Department issued a Notice of Funding Availability ("NOFA") dated 02/26/2020 under the Permanent Local Housing Allocation (PLHA) Program;
- C. WHEREAS**, Applicant is an eligible Local government applying for the program to administer one or more eligible activities, or a Local or Regional Housing Trust Fund to whom an eligible Local government delegated its PLHA formula allocation;
- D. WHEREAS**, the Department may approve funding allocations for PLHA Program, subject to the terms and conditions of the Guidelines, NOFA, Program requirements, the Standard Agreement and other contracts between the Department and PLHA grant recipients;
- E. WHEREAS**, prior to the approval and adoption of the PLHA Plan by the Applicant a properly noticed public hearing was held on August 11, 2020 before the Applicant with adequate opportunity for the public to review and comment on its contents and where all public objections or protests were heard, considered, and ruled upon; and
- F. WHEREAS**, at the conclusion of the August 11, 2020 public hearing and concurrently with this Resolution, the PLHA Plan was approved and adopted by the Applicant with eligible activities proposed to include transitional housing rental assistance and predevelopment costs associated and capitalized reserves for services for the creation of new permanent supportive housing.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS THAT:

1. If Applicant receives a grant of PLHA funds from the Department pursuant to the above referenced PLHA NOFA, it represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the PLHA Program, as well as any and all contracts Applicant may have with the Department.
2. Applicant is hereby authorized and directed to receive a PLHA grant, in an amount not to exceed the five-year estimate of the PLHA formula allocations, as stated in Appendix C of the current NOFA, of **\$727,093**, in accordance with all applicable rules and laws.
3. Applicant hereby agrees to use the PLHA funds for eligible activities as approved by the Department and in accordance with all Program requirements, Guidelines, other rules and laws, as well as in a manner consistent and in compliance with the Standard Agreement and other contracts between the Applicant and the Department.
4. Pursuant to Applicant's certification in this Resolution, the PLHA funds will be expended only for eligible Activities and consistent with all program requirements.

5. Applicant certifies that, if funds are used for the acquisition, construction or rehabilitation of for-sale housing projects or units within for-sale housing projects, the grantee shall record a deed restriction against the property that will ensure compliance with one of the requirements stated in Guidelines Section 302(c)(6)(A),(B) and (C).
6. Applicant certifies that, if funds are used for the development of an Affordable Rental Housing Development, the Local government shall make PLHA assistance in the form of a low-interest, deferred loan to the Sponsor of the Project, and such loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a Regulatory Agreement shall restrict occupancy and rents in accordance with a Local government-approved underwriting of the Project for a term of at least 55 years.
7. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement, the PLHA Program Guidelines and any other applicable SB 2 Guidelines published by the Department.
8. **Tony Hobson, Ph.D., Behavioral Health Director** is authorized to execute the PLHA Program Application, the PLHA Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the Program or the PLHA grant awarded to Applicant, as the Department may deem appropriate.

The foregoing Resolution was duly PASSED AND ADOPTED by the Board of Supervisors of the County of Plumas, State of California, at a meeting held on the 11th day of AUGUST, 2020 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Said Resolution to be effective as of the 11th day of August, 2020.

Signature of Approving Officer

Kevin Goss, Chair
Board of Supervisors

CERTIFICATE OF THE ATTESTING OFFICER

The undersigned, Officer of said Board of Supervisors does hereby attest and certify that the foregoing Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of the **Board of Supervisors of the County of Plumas** which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

ATTEST: _____

Signature of Attesting Officer

Nancy DaForno, Clerk of said Board of Supervisors

Approved as to form:



7/31/20

Gretchen Stuhr
Deputy County Counsel III



3B1 DEPARTMENT OF SOCIAL SERVICES AND PUBLIC GUARDIAN

Courthouse Annex, 270 County Hospital Road, Suite 207, Quincy, California 95971

NEAL CAIAZZO
DIRECTOR

(530) 283-6350
Fax: (530) 283-6368
Toll Free: (800) 242-3338

DATE: JULY 29, 2020

TO: HONORABLE BOARD OF SUPERVISORS

FROM: NEAL CAIAZZO, DIRECTOR
DEPARTMENT OF SOCIAL SERVICES

SUBJ: AGENDA ITEM FOR AUGUST 11, 2020

RE: APPROVAL TO FILL A VACANT ELIGIBILITY SPECIALIST POSITION

It is Recommended that the Board of Supervisors

Authorize the Department of Social Services to fill a vacant Eligibility Specialist (ES) I/II position as soon as administratively possible.

Background and Discussion

The Department of Social Services has experienced a vacancy in the class of Eligibility Specialist I/II. This position became vacant on July 24, 2020.

The Eligibility Specialist is the position in the Department that performs eligibility determinations and ongoing case management for economic assistance programs such as CalFresh, Medi-Cal and county General Assistance. Demands for these programs have been high due to the expansion of the Medicaid Program and the increase in CalFresh applications. It is the Department's expectation that our need for ES's will remain in place for some time.

Financial Impact

There is no financial impact to the County's General Fund as a result of taking this action because all funds to support this position come from federal, state and Realignment sources. The position is funded in the Department's 2020-2021 proposed budget.

Copies: PCDSS Management Staff
Nancy Selvage, Human Resources Director

Enclosures (3)

QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

Position: Eligibility Specialist – Medi-Cal/CalFresh Program

- Is there a legitimate business, statutory or financial justification to fill the position?

Answer: Yes, Medi-Cal and CalFresh (Foodstamp) administration is a state mandated service. The Eligibility Specialist performs eligibility determinations for these services

- Why is it critical that this position be filled prior to the adoption of the County's budget this summer?

Answer: The position is funded in the current budget and has no General Funds associated with it. Additionally the caseload is growing and the state provides funds to meet this growth.

- How long has the position been vacant?

Answer: The position will became vacant effective July 24, 2020 due to an employee termination.

- Can the department use other wages until the budget is adopted?

Answer: No.

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

Answer: Other counties are structured in a very similar way. The state determines appropriate staffing levels and funds accordingly.

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

Answer: We will not be able to process applications for Medi-Cal, CalFresh and CMSP in accordance with the state requirements.

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

Answer: We will not expend state funds that have been allocated to this function and Realignment dollars will be disbursed to other programs costing the Department money.

- 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?

Answer: The Department has developed a variety of budget reduction strategies that are dependent upon state policy decisions. Other Departments could be impacted by such reduction strategies.

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

Answer: No.

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

Answer: 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?

Answer: The Department does not currently utilize County General Fund dollars. Filling this position does not change that.

- Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years?
- **Answer: The Department does have a reserve. The balance fluctuates depending upon a number of factors including whether or not the State achieves the base amount of collection for any given year.**

Position Classification: Eligibility Specialist I/II

FTE: 1.00

Budgeted Position: Yes

Mandated Program: Yes

Position Description:

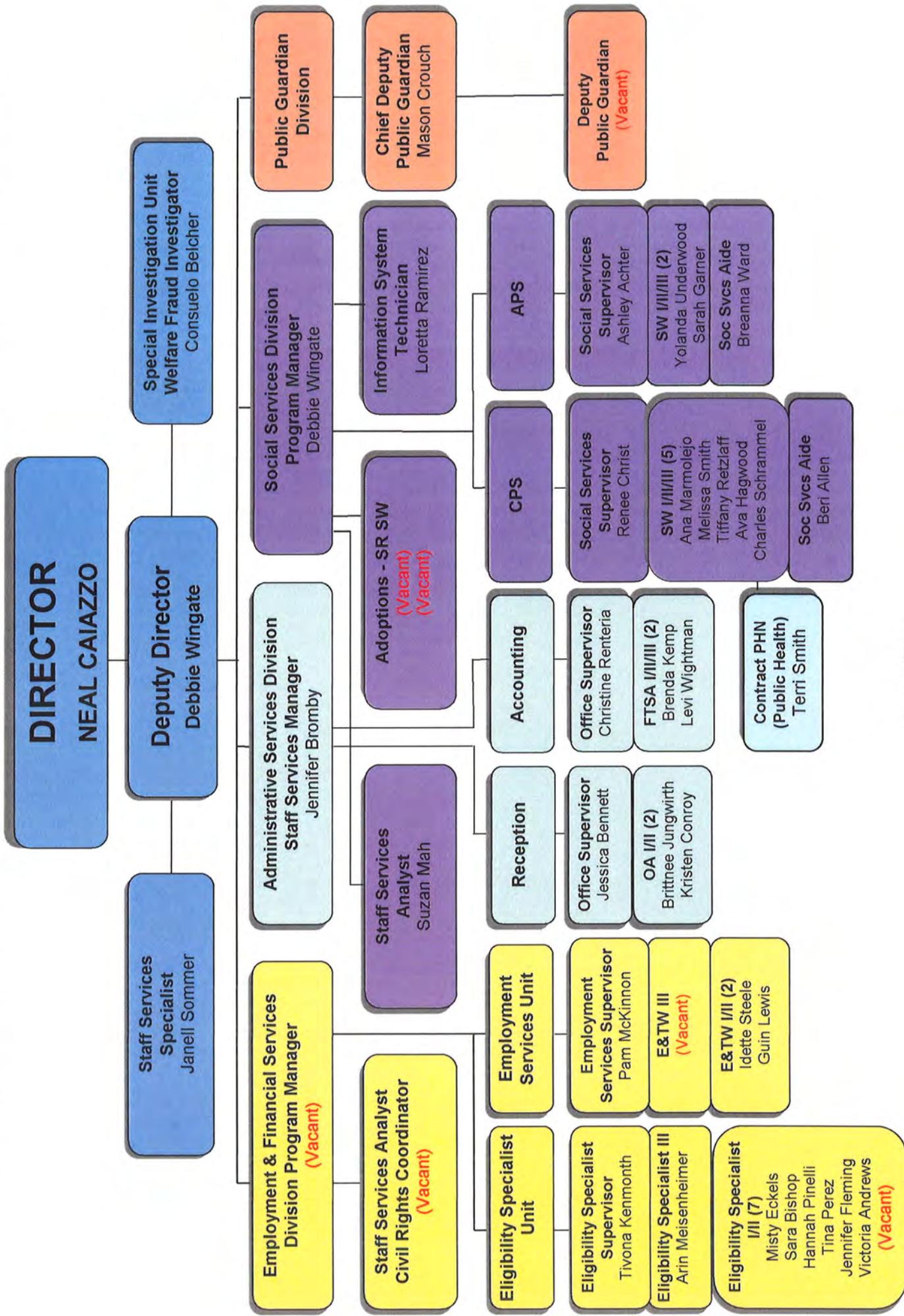
This position is primarily responsible for performing eligibility determinations for the Medi-Cal and CalFresh (Foodstamp) programs. Eligibility determinations for the Medi-Cal program is critical to the mission of assuring that county citizens who do not have medical insurance or another payer for health care services have access, to the extent that they are eligible, to the State Medi-Cal program. This also helps to assure that hospitals that are required by law to serve poor and indigent county residents receive payment for the services they provide. Eligibility determinations for the CalFresh (Foodstamp) program are a state mandated activity.

Funding Sources:

Medi-cal is entirely funded by State General Fund and federal pass through dollars. There is a small apportionment of Realignment dollars that is part of the funding mix for this position, generally 15% of the cost of time spent performing CalFresh (Foodstamp) eligibility determinations. As is explained below, there are potential Realignment funding implications *when the position is left empty.*

Special Considerations: Department of Social Services funding mechanisms are structured on a very specific cost allocation plan that generates the distribution of fixed overhead costs based on filled positions. To the extent that a position is not filled, the fixed overhead costs redistribute themselves in uncontrolled and unpredictable ways adding unanticipated costs to other program areas particularly to program areas that contain Realignment dollars in their cost structure. It is in the County's best interests to avoid such a scenario.

PLUMAS COUNTY DEPARTMENT OF SOCIAL SERVICES & PUBLIC GUARDIAN





3B2 DEPARTMENT OF SOCIAL SERVICES AND PUBLIC GUARDIAN

Courthouse Annex, 270 County Hospital Road, Suite 207, Quincy, California 95971

NEAL CAIAZZO
DIRECTOR

(530) 283-6350
Fax: (530) 283-6368
Toll Free: (800) 242-3338

DATE: JULY 29, 2020

TO: HONORABLE BOARD OF SUPERVISORS

FROM: NEAL CAIAZZO, DIRECTOR
DEPARTMENT OF SOCIAL SERVICES

SUBJ: BOARD AGENDA ITEM FOR AUGUST 11, 2020

RE: REQUEST TO FILL A VACANT EMPLOYMENT AND TRAINING WORKER I/II
POSITION IN THE DEPARTMENT OF SOCIAL SERVICES

It is Recommended that the Board of Supervisors

Authorize the Department of Social Services to fill a vacant Employment and Training Worker I/II position as soon as administratively possible.

Background and Discussion

The Department of Social Services has promoted an incumbent Employment and Training Worker I/II (ETW I/II) to the position of ETW III effective July 23, 2020. Staff working in ETW I/II positions are responsible for determining initial and continuing eligibility for CalWORKs cash assistance and for providing Welfare to Work case management services that are designed to move recipients from public assistance to self-support. As shown in the enclosed back up information and Table of Organization, this position is one of three in the Department that perform this type of work.

Financial Impact

This position is budgeted in the current county budget. Funding sources for this position are State General Fund dollars, Federal pass through and County Realignment funds. There are no County General funds used for this position.

Copies: PCDSS Managers
Nancy Selvage, Director, Human Resources

Enclosures (3)

QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

Position: Employment and Training Worker I/II

- Is there a legitimate business, statutory or financial justification to fill the position?

Answer: Yes. CalWORKs cash assistance and Welfare to Work services are state-mandated county administered cash assistance payments and job preparation services that assist recipients in moving from public support to self-support.

- Why is it critical that this position be filled prior to the adoption of the County's budget this summer?

Answer: The position is funded in the current budget and has no General Funds associated with it.

- How long has the position been vacant?

Answer: The position became vacant effective July 23,2020

- Can the department use other wages until the budget is adopted?

Answer: No.

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

Answer: Other counties are structured in similar ways although in some counties the cash assistance and eligibility components are separate – The state approves appropriate classification levels.

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

Answer: The Department would not have staff to perform eligibility work connected with CalWORKs nor would we be able to provide welfare to work services as mandated by State law.

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

Answer: We will not expend state funds that have been allocated to the administration of CalWORKs Cash Assistance. Realignment dollars will be disbursed to other programs costing the Department money.

- A non-general fund department head needs 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?

Answer: The Department has developed a variety of budget reduction strategies that are dependent upon state policy decisions. Other Departments could be impacted by such reduction strategies.

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

Answer: No.

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

Answer: 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?

Answer: The Department does not currently utilize County General Fund dollars. Filling this position does not change that.

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

Answer: The Department does have a reserve. The balance fluctuates depending upon a number of factors including whether or not the State achieves the base amount of collection for any given year.

Position Classification: Employment and Training Worker (ETW) I/II

FTE: 1.00

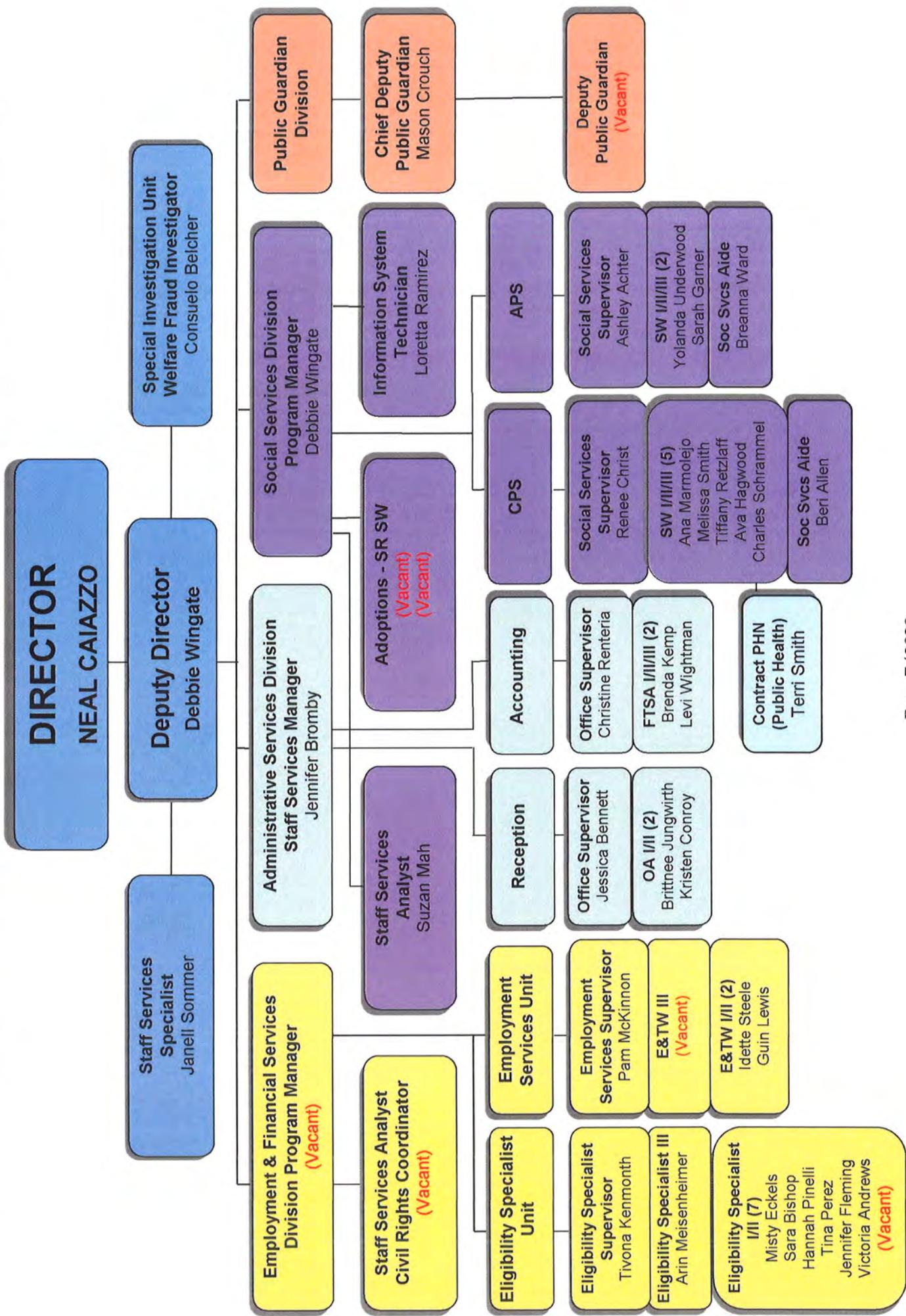
Budgeted Position: Yes

Mandated Program: Yes

Position Description: Employees filling this position are responsible for initial and continuing eligibility for families seeking the assistance of the CalWORKs program. The ETW interviews applicants and collects necessary information regarding financial assets and income to determine grant amounts. The ETW also creates and implements a Welfare-to-Work plan designed to move CalWORKs assistance recipients from public support to self-support. The ETW will meet with recipients to gauge progress in meeting plan goals.

Funding Sources: The funding to support this position comes from federal pass through dollars, the State General Fund and county Realignment dollars. There is no cost to the County General Fund associated with this position.

PLUMAS COUNTY DEPARTMENT OF SOCIAL SERVICES & PUBLIC GUARDIAN





3B3 DEPARTMENT OF SOCIAL SERVICES AND PUBLIC GUARDIAN

Courthouse Annex, 270 County Hospital Road, Suite 207, Quincy, California 95971

NEAL CAIAZZO
DIRECTOR

(530) 283-6350
Fax: (530) 283-6368
Toll Free: (800) 242-3338

DATE: JULY 29, 2020

TO: HONORABLE BOARD OF SUPERVISORS

FROM: NEAL CAIAZZO, DIRECTOR
DEPARTMENT OF SOCIAL SERVICES

SUBJ: BOARD AGENDA ITEM FOR AUGUST 11, 2020

RE: AUTHORIZATION TO FILL A VACANT AND FUNDED PROGRAM MANAGER
POSITION IN THE DEPARTMENT'S EMPLOYMENT SERVICES PROGRAM

It is Recommended that the Board of Supervisors

Authorize the Department of Social Services to fill a vacant and funded Program Manager position in the Department of Social Services as soon as administratively possible.

Background and Discussion

The Department of Social Services has experienced a recent vacancy in the class of Program Manager. This position became vacant July 11, 2020 when the incumbent retired. As explained more completely in the accompanying documents, this position is part of our Employment Services system and is therefore, critical for assuring the determination and administration of benefits to eligible residents of Plumas County.

A Table of Organization showing the vacancy is also attached

Financial Impact

This position is funded in this year's County budget. There is no impact to the County General fund as the position is funded by State, Federal and Realignment dollars.

Copy: PCDSS Management Staff
Nancy Selvage, Human Resources Director

Enclosures: 3

QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

Position: Program Manager – Employment Services

- Is there a legitimate business, statutory or financial justification to fill the position?

Answer: Yes. Medi-Cal, CalWORKs and CalFresh (Foodstamp) administration is a state mandated service. The Program Manager oversees the administration and eligibility determinations for these services

- Why is it critical that this position be filled prior to the adoption of the County's budget this summer?

Answer: The position is funded in the current budget and has no General Funds associated with it. Additionally the caseload is growing and the state provides funds to meet this growth.

- How long has the position been vacant?

Answer: The position became vacant effective July 10, 2020

- Can the department use other wages until the budget is adopted?

Answer: No.

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

Answer: Other counties are structured in a very similar way. The state determines appropriate staffing levels and funds accordingly.

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

Answer: We will not be able to process applications for Medi-Cal, CalWORKs and CalFresh in accordance with the state requirements.

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

Answer: We will not expend state funds that have been allocated to this function and Realignment dollars will be disbursed to other programs costing the Department money.

- 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?

Answer: The Department has developed a variety of budget reduction strategies that are dependent upon state policy decisions. Other Departments could be impacted by such reduction strategies.

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

Answer: No.

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

Answer: 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?

Answer: The Department does not currently utilize County General Fund dollars. Filling this position does not change that.

- Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years?
- **Answer: The Department does have a reserve. The balance fluctuates depending upon a number of factors including whether or not the State achieves the base amount of collection for any given year.**

Position Classification: Program Manager

FTE: 1.00

Budgeted Position: Yes

Mandated Program: Yes.

Mandates for Employment and Financial Services programs are found in the Welfare and Institutions Code at Sections 10530, 10600, and in Title 22 of the California Code of Regulations.

Position Description:

This is a mid management position, as shown on the attached Table of Organization, this position encompasses a broad range of management oversight for all of the Department's Categorical Assistance programs and the Employment Services Programs.

The staff in the Employment and Financial Services Division conducts eligibility determinations and perform ongoing case management for CalWORKs cash assistance, Foodstamps or CalFresh, Medi-Cal, County Medical Services Program (CMSP) and the County General Assistance program. Staff also performs case management services for recipients that are required to engage in employment services activities connected with the CalWORKs program.

The Program Manager directly supervises one Staff Services Analyst whose duties include training oversight, program integrity assistance, civil rights and employee safety programs. The Program Manager also supervises a Benefits Assistance Counselor Supervisor and an Employment Services Supervisor. In addition, the manager supervises an Office Supervisor and SIU Investigator.

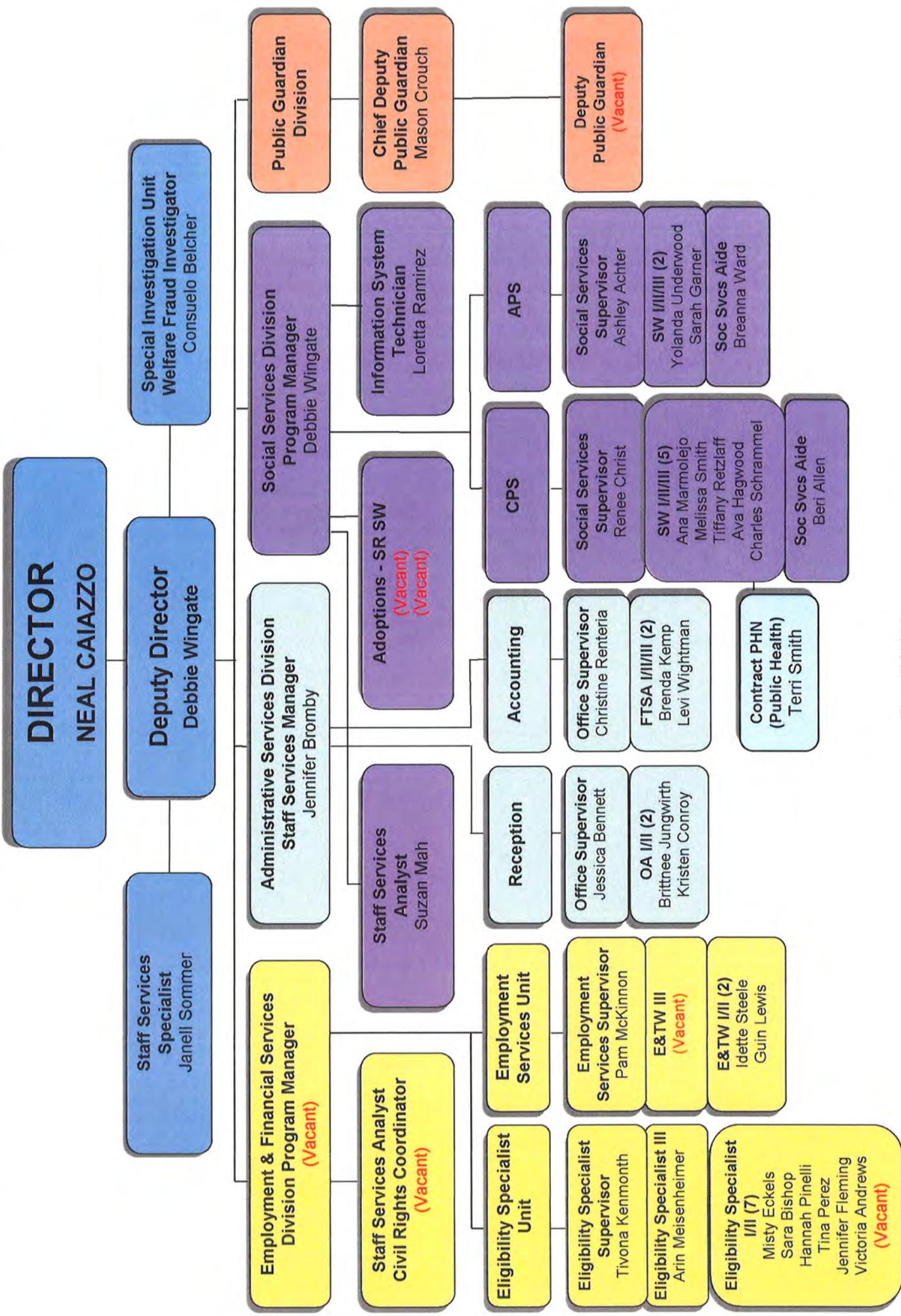
As shown on the attached Table of Organization, the Program Manager reports to and is supervised by the Social Services Director.

Funding Sources:

The funding to support these positions comes from federal pass through dollars, state general fund and county realignment dollars. There is no cost to the County's General Fund associated with these positions.

Reason for the Vacancy: The reason for this vacancy is because the prior incumbent retired.

PLUMAS COUNTY DEPARTMENT OF SOCIAL SERVICES & PUBLIC GUARDIAN

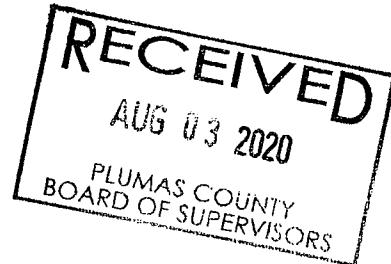


Plumas County MUSEUM

4A

500 JACKSON STREET • QUINCY, CALIFORNIA 95971 • (530) 283-6320

DATE: July 31, 2020
TO: Honorable Board of Supervisors
FROM: Scott J. Lawson, Museum Director
SUBJECT: Museum Director's Retirement



This letter is my official notification to you that my last day of work at Plumas County Museum will be December 31, 2020. On that day, I plan to retire.

I want to take this opportunity to thank you for your support over the years for the Plumas County Museum.

Although the museum has been a part of my life since 1970 and it is hard to let go, I am also very excited about the change and looking forward to a new beginning.

I have genuinely enjoyed my employment as Museum Director and all the positive changes and improvements I have had the opportunity and honor to be a part of involving the historical and cultural fabric of Plumas County.

I trust that the County will continue to recognize the value of the Museum to the community and maintain its support.

Please feel free to contact me if you need additional information. I will be working with Nancy Selvage in HR and Gabriel Hydrick, CA, to finalize the details of my retirement.

Sincerely,

Scott J. Lawson
Plumas County Museum Director