

## **BOARD OF SUPERVISORS**

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

**AGENDA FOR REGULAR MEETING OF OCTOBER 6, 2020 TO BE HELD AT 10:00 A.M.  
IN THE BOARD OF SUPERVISORS ROOM 308, COURTHOUSE, QUINCY, CALIFORNIA**

[www.countyofplumas.com](http://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](mailto: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) CLERK OF THE BOARD**

Approve Board minutes for September 2020

#### **B) PROBATION**

- 1) Approve and authorize the Chair to sign agreement, not to exceed \$35,000, between County of Plumas and BI Incorporated, a Colorado Subsidiary of the GEO Group, Inc. for full continuum of monitoring technologies and services; approved as to form by County Counsel [View Item](#)
- 2) Approve and authorize the Chair to sign agreement, not to exceed \$70,000, between County of Plumas and Redwood Toxicology for laboratory drug testing services; approved as to form by County Counsel [View Item](#)

#### **C) FACILITY SERVICES**

- 1) Approve and authorize the Chair to sign agreement, not to exceed \$10,000, between County of Plumas and Jason Blust dba Heat Transfer Systems, for general maintenance and repairs; approved as to form by County Counsel [View Item](#)
- 2) Approve and authorize the Chair to sign agreement, not to exceed \$12,000, between County of Plumas and David Frasure dba Frasure & Son Carpet Cleaning for janitorial services at Portola Library and Sheriff Substation, Portola; approved as to form by County Counsel [View Item](#)
- 3) Approve and authorize the Chair to sign agreement, not to exceed \$46,122.80, between County of Plumas and Kim Lund dba KJ's Cleaning Service, for janitorial services at various county facilities; approved as to form by County Counsel [View Item](#)
- 4) Approve and authorize the Chair to sign agreement, not to exceed \$15,000, between County of Plumas and Sierra Cascade Aggregate and Asphalt Products, Inc. for snow removal at Chester facilities; approved as to form by County Counsel [View Item](#)
- 5) Authorize the Facility Services Department to waive rental fees for Carol Franchetti/Lake Almanor Community Supper, on a permanent bi-monthly basis, at the Chester Memorial Hall [View Item](#)

#### **D) COUNTY ADMINISTRATOR**

Approve and authorize the Chair to sign Memorandum of Understanding between the County of Plumas and Plumas Superior Court for FY 2020-2021; approved as to form by County Counsel [View Item](#)

**E) BEHAVIORAL HEALTH**

- 1) Approve and authorize the Chair to sign three-year agreement, not to exceed \$201,601, between County of Plumas and Nevada County Behavioral Health to provide afterhours telephone triage services; approved as to form by County Counsel [View Item](#)
- 2) Approve and authorize the Chair to sign agreement, not to exceed \$25,000, between County of Plumas and Sierra Vista, psychiatric health facility; approved as to form by County Counsel [View Item](#)
- 3) Approve and authorize the Behavioral Health Director to sign First Amendment to agreement between County of Plumas and Crestwood Behavioral Health (#9 Indemnification Paragraph); approved as to form by County Counsel [View Item](#)
- 4) Approve and authorize the Chair to sign revised agreement, not to exceed \$50,000, between County of Plumas and Reno Behavioral Healthcare Hospital; approved as to form by County Counsel [View Item](#)
- 5) Approve and authorize the Chair to sign expiration extension date to December 31, 2020, FY 2019-2020, Amendment with National Commission on Correctional Health Care Resources; approved as to form by County Counsel [View Item](#)
- 6) Approve and authorize the Chair to sign agreement, not to exceed \$20,000, between County of Plumas and Adventist Health Vallejo Hospital; approved as to form by County Counsel [View Item](#)
- 7) Approve and authorize the Chair to sign agreement, not to exceed \$50,000, between County of Plumas and North Valley Behavioral Health for psychiatric therapy services; approved as to form by County Counsel [View Item](#)
- 8) Approve and authorize the Chair to sign agreement, not to exceed \$3,600, between County of Plumas and Merrill Powers for training services, effective July 1, 2020; approved as to form by County Counsel [View Item](#)
- 9) Authorize Payment of \$1,490 to Siyan Clinical Corporation, without a contract, for mental health doctor fees for specialty services [View Item](#)

**F) INFORMATION TECHNOLOGY**

Authorize payment of \$7,950 to CDWG, without a contract, for annual maintenance/support for AntiVirus Software; approved in the FY 2020-2021 budget [View Item](#)

**G) PUBLIC WORKS**

Adopt **RESOLUTION** approving the Applicant to Apply for Grant Funds for the State of California, Department of Parks and Recreation, Off-Highway Vehicle Grant Funds. **Roll call vote** [View Item](#)

**H) SOCIAL SERVICES**

Approve and authorize the Chair to sign Interagency Agreement, not to exceed \$25,000, between County of Plumas and Behavioral Health to provide psychological evaluations and written reports for designated adults and/or their children who are in the Child Welfare System; approved as to form by County Counsel [View Item](#)

**3. PLUMAS RURAL SERVICES**

Adopt **PROCLAMATION**, Proclaiming the Month of October 2020 as Domestic Violence Awareness Month in Plumas County. **Roll call vote** [View Item](#)

#### **4. DEPARTMENTAL MATTERS**

##### **A) PUBLIC HEALTH AGENCY – Andrew Woodruff**

- 1) Authorize Public Health to recruit and fill vacant, funded and allocated 1.0 FTE Public Health Program Division Chief Position, created by resignation, effective October 9, 2020; discussion and possible action. [View Item](#)
- 2) Adopt **RESOLUTION** to accept an Agreement from the Harm Reduction Coalition for the Northern Sierra Opioid Safety Coalition Program, and authorize the Director of Public Health to sign as the Board's designee; and authorize Public Health to recruit and fill 1.0 FTE Extra-help Peer Outreach Coordinator (up to 29 hours/week), through June 30, 2023. **Roll call vote** [View Item](#)
- 3) Adopt **RESOLUTION** to Amend the FY 2020-2021 County Personnel Allocation to add a 1.0 FTE in the Health Education Coordinator I/II (Preventionist/High-Risk Community Liaison) in Budget Unit 70560 through November 2022; and authorize Public Health to recruit and fill the position. **Roll call vote** [View Item](#)
- 4) Adopt **RESOLUTION** to accept Award Number COVID-19ELC32 From the California Department of Public Health, Emergency Preparedness Office to support a broad range of COVID-19/SARS-COV-2 testing and epidemiologic surveillance systems; and authorize Public Health to recruit and fill 1.0 FTE Extra-Help Epidemiologist (up to 29 hours/week), and 2.0 FTE Extra-Help Contact Tracer/Case Investigator positions (up to 29 hours/week). **Roll call vote** [View Item](#)

##### **B) SHERIFF – Todd Johns**

Discussion and possible action regarding the proposed reorganization of the Plumas County Sheriff; and direct Human Resources to begin the process to finalize the reorganization [View Item](#)

##### **C) PUBLIC WORKS – Robert Perreault**

- 1) Authorize Public Works to recruit and fill vacant, funded and allocated 1.0 FTE Public Works Maintenance Worker, Beckwourth Maintenance District, created by resignation; discussion and possible action [View Item](#)
- 2) Authorize Public Works to recruit and fill vacant, funded and allocated 1.0 FTE Public Works Maintenance Worker, LaPorte Maintenance District, created by termination; discussion and possible action [View Item](#)

#### **5. BOARD OF SUPERVISORS**

- A. Accept letter of retirement from Tim Gibson, Agricultural Commissioner and Sealer of Weights & Measures, effective December 30, 2020; and authorize Human Resources to begin recruitment to fill the position; discussion and possible action [View Item](#)
- B. Consider request of the Sheriff to earmark \$186,875 from FY 2018-2019 HR 2389-Title III funding, to be used for Public Safety Communications infrastructure development and upgrades (\$71,875); Search & Rescue Reimbursement project (\$50,000); and Plumas County Wildfire Prevention program (\$65,000); and direct the Clerk to provide public notice to begin the 45 day comment period, followed by a noticed public hearing to allocate funding; discussion and possible action [View Item](#)
- C. Correspondence
- D. Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations

1:30 P.M. **AFTERNOON SESSION**

6. **TREASURER/TAX COLLECTOR** – Julie White

**PUBLIC HEARING:** Conduct public hearing to allow for public testimony regarding the establishment of the Feather River Tourism Marketing District and the levy of assessments therein as set forth in Resolution of Intention 20-8512, adopted by the Board of Supervisors on August 18, 2020, and pursuant to Government Code §54954.6

7. **CLOSED SESSION**

**ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION**

**Convene as the Flood Control & Water Conservation District Governing Board**

**FLOOD CONTROL & WATER CONSERVATION DISTRICT**

A. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d) (1) of Government Code §54956.9 - California Dept. of Water Resources v. All Persons Interested in the Matter of the Authorization of Delta Program Revenue Bonds, the Issuance, Sale and Delivery of Delta Program Revenue Bonds Series A, Series B and Subsequent Series, the Adoption of the Delta Program Revenue Bond General Bond Resolution and the Supplemental Resolutions Providing for the Issuance of Delta Program Revenue Bonds, and the Proceedings Related Thereto, Superior Court of California, County of Sacramento, Case No. 34-2020-00283112

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

B. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d) (1) of Government Code §54956.9 - California Dept. of Water Resources v. All Persons Interested in the Matter of the Authorization of Delta Program Revenue Bonds, the Issuance, Sale and Delivery of Delta Program Revenue Bonds Series A, Series B and Subsequent Series, the Adoption of the Delta Program Revenue Bond General Bond Resolution and the Supplemental Resolutions Providing for the Issuance of Delta Program Revenue Bonds, and the Proceedings Related Thereto, Superior Court of California, County of Sacramento, Case No. 34-2020-00283112

C. Conference with Legal Counsel: Existing litigation – American Valley Aviation, Inc. v. County of Plumas, et al, Superior Court of Plumas County, Superior Court No. CV 19-00193, pursuant to Subdivision (d)(1) of Government Code Section 54956.9

D. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d) (1) of Government Code §54956.9 (Workers Compensation Case No. TIBU-600045)

E. 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

F. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d) (1) of Government Code §54956.9: *Lewis Carl Prince, et al. v. County of Plumas, et al.*, United State District Court, Eastern District of California, Case No. 2:20-CV-00862-WBS-DMC

- G. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9
- H. Personnel: Public employee appointment or employment – Environmental Health Director
- I. 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, October 13, 2020, Board of Supervisors Room 308, Courthouse, Quincy, California



**Erin Metcalf**  
Chief Probation Officer

# County of Plumas

## Department of Probation

270 County Hospital Rd. #128,  
Quincy, California, 95971



3B1

Phone: (530)283-6200  
FAX: (530)283-6165

DATE: September 10, 2020

TO: Honorable Board of Supervisors

FROM: Erin Metcalf, Chief Probation Officer

SUBJECT: Approval of the contract between Plumas County Probation Department and BI Correctional Services Incorporated.

### Recommendation

Approve and authorize the Chair to sign the contract with BI Correctional Services Incorporated for full continuum of monitoring technologies and services for juveniles, parolees, probationers, pretrial defenders and undocumented persons involved in the U.S. immigration court process.

### Background and Discussion

The Plumas County Probation Department has contracted with BI Correctional Services Incorporated for monitoring products since 2015. Due to County policy and changing technology, the Plumas County Probation Department issued an Request for Proposals (RFP) on May 18, 2020. BI Correctional Services Incorporated has accepted Plumas County's Probation RFP award and will extend support, resources, collaborative relationships, monitoring products, including GPS and alcohol monitoring systems, Smartlink and a Total Access software platform. Contracted amount for FY20-21 shall not exceed \$35,000 during the term of July 1, 2020 to June 30, 2021.

Therefore, it is respectfully requested the Board of Supervisors approve and authorize the Chair to sign the contract.



**Erin Metcalf**  
Chief Probation Officer

# County of Plumas

Department of Probation  
270 County Hospital Rd. #128,  
Quincy, California, 95971



282

Phone: (530)283-6200  
FAX: (530)283-6165

DATE: September 21, 2020

TO: Honorable Board of Supervisors

FROM: Erin Metcalf, Chief Probation Officer

SUBJECT: Approval of contract between the Plumas County Probation Department and Redwood Toxicology.

*[Handwritten signature]*

### Recommendation

Approve and Authorize the Chair to sign a contract between the Plumas County Probation Department and Redwood Toxicology for the purpose of drug testing Probation clients.

### Background and Discussion

The Probation Department contracts with Redwood Toxicology Laboratory for \$70,000 to perform testing on specimens sent to the Lab for court-ordered drug testing.

Therefore, it is respectfully requested the Board of Supervisors to approve and authorize the Chair to sign the contract.



Kevin Correira  
Director

# County of Plumas

## Facility Services

198 Andy's Way  
Quincy CA 95971



Phone: 530-283-6299  
Fax: 530-283-6103

301

DATE: October 6, 2020

TO: Honorable Board of Supervisors

FROM: Kevin Correira – Facility Services Director

SUBJECT: Request to approve and authorize Board Chair to sign a contract between Facility Services and Heat Transfer Systems.

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### **Recommendation**

Approve and authorize Board Chair to sign a contract between Facility Services and Heat Transfer Systems.

### **Background and Discussion**

Heat Transfer Systems performs service, repair, and inspections of the county's HVAC systems on an 'as-needed' basis upon request of the Department of Facility Services.

Contract not to exceed \$10,000.

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



Kevin Correira  
Director

# County of Plumas

## Facility Services

198 Andy's Way  
Quincy CA 95971



Phone: 530-283-6299  
Fax: 530-283-6103

DATE: October 6, 2020

TO: Honorable Board of Supervisors

FROM: Kevin Correira – Facility Services Director

SUBJECT: Request to approve and authorize Board Chair to sign a contract between Facility Services and Frasure & Son Carpet Cleaning.

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### Recommendation

Approve and authorize Board Chair to sign a contract between Facility Services and Frasure & Son Carpet Cleaning.

### Background and Discussion

Frasure & Son Carpet Cleaning provides janitorial services for the Portola Library and Portola Sheriff Substation.

Contract not to exceed \$12,000.

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



Kevin Correira  
Director

# County of Plumas

## Facility Services

198 Andy's Way  
Quincy CA 95971



Phone: 530-283-6299  
Fax: 530-283-6103

2c3

DATE: October 6, 2020

TO: Honorable Board of Supervisors

FROM: Kevin Correira – Facility Services Director

SUBJECT: Request to approve and authorize Board Chair to sign a contract between Facility Services and KJ's Cleaning Services.

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### Recommendation

Approve and authorize Board Chair to sign a contract between Facility Services and KJ's Cleaning Service.

### Background and Discussion

KJ's Cleaning Service provides janitorial services for the following county Chester and Greenville facilities: Chester Snow Park, Chester Memorial Hall, Almanor Rec Center, Chester Complex, Chester Library, Chester Park, Greenville Town Hall, Greenville Library, and the Greenville Substation. KJ's Cleaning Service also manages and facilitates renting the Almanor Rec Center, Chester Memorial Hall, and Chester Park as well as providing snow and ice removal for the Chester Facilities listed above.

Contract not to exceed \$46,122.80.

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



Kevin Correira  
Director

# County of Plumas

## Facility Services

198 Andy's Way  
Quincy CA 95971

3c4  
Phone: 530-283-6299  
Fax: 530-283-6103



DATE: 10/6/2020

TO: Honorable Board of Supervisors  
FROM: Kevin Correira – Facility Services Director

SUBJECT: Request to approve and authorize Board Chair to sign a contract between Facility Services and Sierra Cascade Aggregate and Asphalt Products, Inc.

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### **Recommendation**

Approve and authorize Board Chair to sign a contract between Facility Services and Sierra Cascade Aggregate and Asphalt Products, Inc.

### **Background and Discussion**

This contract will be approving and authorizing Sierra Cascade Aggregate to remove snow from the parking lots at the following Chester facilities: Chester Library / Court Complex, Chester Memorial Hall, and the Almanor Rec Center.

Contract not to exceed \$15,000.

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



## DEPARTMENT OF FACILITY SERVICES & AIRPORTS

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

JC5

Kevin Correira  
Director

Board Date: September 15, 2020

To: The Honorable Board of Supervisors

From: Kevin Correira, Director

Subject: Authorize the Department of Facility Services to waive the rental fee for Carol Franchetti/Lake Almanor Community Supper on a permanent Bi-Monthly Basis at the Chester Memorial Hall.

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### Background

Carol Franchetti/Lake Almanor Community Supper has requested to waive the rental fee on a permanent Bi-Monthly Basis at the Chester Memorial hall. After reviewing the request, Facility Services has no issue with deviating from the fee schedule.

### Recommendation

Authorize the Department of Facility Services to waive the rental fee for Carol Franchetti/Lake Almanor Community Supper on a permanent Bi-Monthly Basis at the Chester Memorial Hall.

2D

# MEMORANDUM OF UNDERSTANDING BETWEEN THE PLUMAS SUPERIOR COURT AND THE COUNTY OF PLUMAS 2020/2021 FISCAL YEAR

## PARTIES

Plumas Superior Court (hereinafter "Court") and the County of Plumas (hereinafter "County") agree to be bound by the terms and conditions of this Memorandum of Understanding (hereinafter "MOU"). The purpose of this MOU is to implement the provisions of the Lockyer-Isenberg Trial Court Funding Act of 1997 (AB233).

## PREAMBLE/GENERAL GUIDELINES

Assembly Bill 233 (Chapter 850, Statutes of 1997) became effective January 1, 1998, retroactive to July 1, 1997. AB233 recognizes the necessity to provide fiscal independence to the Courts as a constitutionally separate branch of government, while at the same time relieving the County of the financial responsibility of funding trial court operations as defined by California Rules of Court, Rule 10.810.

Because of the long-standing relationship between the County and the Court, it is recognized that issues beyond day-to-day Court operations will have to be resolved over time. The basis of this MOU is to articulate the relationship between the County and the Court regarding the matters addressed herein. It is the intention of the County and the Court that this implementation process will be conducted in a spirit of cooperation and mutual respect.

Though the enactment of the Lockyer-Isenberg Trial Court Funding Act of 1997 created a new relationship regarding certain funding issues, it did not resolve all financial constraints placed on the County and the Court regarding their respective operations. Furthermore, the Act was not intended to sever the interdependent relationship between the County and the Court and the need for the County and the Court to work together on many issues that may involve both entities. The primary purpose of this MOU is to establish a framework for the County and the Court to address, in a positive and constructive manner, the financial and interdependent issues affecting both parties and the need for better cooperation between the County and the Court to continue to successfully carry out their respective obligations to the Plumas County citizens.

The Court and the County base this MOU on the laws in existence on the date of its implementation. Because the full degree of State involvement in Court operations has not yet been fully addressed, these laws are expected to be amended from time to time as circumstances dictate, and unanticipated events may occur that have not been addressed in this MOU.

If and when those amendments and/or events occur, the parties commit to further negotiation to promptly address the impacts of any such amendments and/or events so that these impacts are resolved in a manner that is fair and reasonable to both parties and does not in any, way, shape, manner or form undermine the primary purpose of this MOU.

This MOU is intended to be fair, mutually beneficial and equitable to both parties. To the extent that it realizes this intent, it shall serve as a framework for future agreements between the Court and the County. To the extent that this MOU does not achieve this intent, the parties express their joint willingness to revisit the terms of this MOU to determine if the MOU can be amended so as to result in greater fairness, mutual benefits and equitable terms to both parties.

NOW, THEREFORE, in consideration of the foregoing, it is mutually agreed between the Court and the County as follows:

## **1. TRIAL COURT OPERATIONS FUND**

- 1.1 Pursuant to Government Code § 77009, the County has established a trust and agency fund for Trial Court Operations (Fund 7001).
- 1.2 Fund 7001 is not an operating fund of the County.
- 1.3 For fiscal year 2020/2021, interest received by the County, which is attributable to investment of Court funds, shall accrue to the designated Court Fund 7001.

## **2. CHARGES FOR COUNTY PROVIDED SERVICES**

- 2.1 Pursuant to Government Code § 71009 et seq., the County may charge the Court for services provided by the County, including indirect costs; if allowed under Rule 10.810 and Government Code § 77003. Charges assessed to the Court for these County-provided services will be consistent with the rates charged to other County departments and special districts for the same or similar services. All charges to the Court by County must be approved and signed off by the Presiding Judge, or his or her designee, before a transfer of funds is completed. Payment for County-provided services will not be unreasonably withheld by the Court.

The County and the Court agreed in the 1999/00 Memorandum of Understanding between the Plumas Superior Court and the County of Plumas, entered into on June 20, 2000, that fiscal year 1999/2000 would be the last fiscal year in which the County could charge the Court for County-provided services using the costs contained in the County-Wide Cost Allocation Plan (COWCAP), prepared in accordance with OMB A-87 (indirect charges).

- 2.2 Direct Charges. Direct charges include the costs of direct services that County departments provide to the Court. These goods and services reflect current charges, unlike the lagging costs of indirect services reflected in the Cost Allocation Plan. The Court agrees to pay to County the following maximum amounts indirect charges for fiscal year 2020/2021, and County shall provide Court, consistent with at least the level of services provided in the 2020/2021 fiscal year, or as otherwise detailed in the service description under the following department for the following services:
  - a. Auditor/Controller. The Court will maintain only one fund with the County for the purpose of receiving and transferring revenue from the County. This section expressly disregards costs for auditing services as the Auditor-

Controller will no longer perform these functions on behalf of the Court. The Auditor will issue one check to the Court for the balance in Fund 7001 at the end of each month. Any special services provided by the Auditor to the Court, at the Court's written request, will be billed separately at the composite rate of \$35.00 per hour.

b. Information Technology. Upon all signatories signing the MOU, the Court will pay the County the sum of \$381.96 for services for the period July 1, 2020, through June 30, 2021, as follows:

70276 Trial Courts	Connections	Mo. Fee	Months	Cost	Total
System Access Fee	1	\$31.83	12	\$381.96	\$381.96
<b>Total Annual Cost</b>					<b>\$381.96</b>

c. **Janitorial/Facility Services.** The parties agree that the Plumas County Sheriff's Office, Correctional Center, shall discontinue providing the Court with custodial services, labor, materials, equipment and supplies required to maintain the Court's allocated building spaces at the Historic Quincy Courthouse. Facility requests made by the Court to Plumas County which exceed the obligations under existing agreements with the Court shall be paid for by the Court at an agreed upon hourly rate, plus the cost of materials. Unless otherwise agreed to by the parties, this hourly rate shall be \$55.00 dollars per hour.

d. **Postage Costs.** Upon all signatories signing the MOU, the Court shall make a deposit in the amount of Four Thousand Dollars (\$4,000) to be applied to Total Postage Charges for the 2020/2021 fiscal year. Additionally, any prepaid funds not used by the Court during the 2019/2020 fiscal year shall be carried-over and credited to the Court's postage account for use in the 2020/2021 fiscal year. "Total Postage Charges" shall be defined as the actual costs of postage, including a surcharge for postage machine lease and supplies, based upon the percentage of use by the Court in relation to the overall use of the machine, and supplies that may be provided by the County to Court on a monthly basis. County shall bill the Court for Total Postage Charges on a monthly basis. The amount of each monthly billing shall be deducted by the County from the amount of the prepaid deposit. If an amount is due for Total Postage Charges, the Court shall remit payment within thirty (30) days of the date of the invoice provided by the County. The Court shall provide a two week advance notice to the County of bulk mailings in order to assure postage availability.

e. **Miscellaneous Employee Benefits.** The Employee's Assistance Program annual charge totals \$308.40 based on the FTE of 10 positions. The charge for additional FTE's shall be \$2.57 per employee per month. Upon all signatories signing the MOU, the Court will pay to the County the sum of \$308.40. In the fourth quarter, any adjustments to actual cost will be made.

f. It is the responsibility of the County to let the Court know if fourth quarter adjustments are necessary for any of the applicable payments by July 15,

2021.

- 2.3 **Dual Service Provider.** When a County employee provides the same or similar Services to both Court and County and such Services to Court are billed to Court on an hourly basis pursuant to this Memorandum, such employee shall record the exact amount of time he or she spent on Trial Court Operations. County shall only bill Court for the employee's actual time spent on Trial Court Operations.
- 2.4 **Verification.** In the event of a request by the Presiding Judge or Designated Officer for additional back-up information regarding any Service being billed or the amount charged, County shall provide such backup within fifteen (15) days of such request. Court and the California Judicial Council Staff shall also have the right to review or audit the records of County, in order to assure compliance with the terms of the Memorandum, Government Code Section 77212 and the California Judicial Council Accounting Standard Number 6.1.1(7).

### **3. FACILITIES**

- 3.1 Subject to the terms and conditions of the Historic Courthouse MOU for the Quincy Courthouse between the County, the Court and the Judicial Council of California, Administrative Office of the Courts, dated February 25, 2007, and the Memorandum of Understanding No. FY06/Bldg. 32-A/Construction (New Courtroom Project) Regarding Construction Project at Quincy Courthouse between the County, the Court and the Judicial Council of California, Administrative Office of the Courts, dated July 25, 2007 (New Courtroom MOU), the County recognizes its obligation, pursuant to Government Code §70311, to provide to the Court necessary and suitable facilities with respect to the Quincy Courthouse. The Court will provide notice of any facility deficiencies at the Quincy Courthouse and in determining whether such facilities are necessary and suitable, the reasonable needs of the Court and the fiscal condition of the County shall be taken into consideration. The County will consult with the Court regarding the adequacy and design of space prior to construction, relocation or alteration of the Quincy Courthouse. The Court will not alter space in the Quincy Courthouse in any way without prior authorization from the County Administrator, or in the absence of a County Administrator, the Chairperson of the County Board of Supervisors. If denied, the Court can take the issue to the Board of Supervisors.

It is the intent of the County to prepare a transition plan for ADA improvements, for all County facilities, including the Quincy Courthouse. In preparing the ADA transition plan, the County will allow the Court the opportunity to provide information to be included in the ADA transition plan. The County reasonably believes that the ADA transition plan will be completed within the next two to three fiscal years. And the County will begin implementation of the transition plan once it is completed with no cost to the Court. In addition to the above, the Parties shall continue to have responsibilities for ADA issues to the extent that such responsibilities are set forth in the New Courtroom MOU.

#### **4. COURT-RELATED FUNDS ADMINISTERED BY COURT**

4.1 The following fund is designated for the exclusive use and control by the Court. Interest earned on balances shall be deposited directly into the following fund under the Court's control.

- Fund 7001– P.C. Trial Courts

#### **5. REVENUE DISTRIBUTION**

5.1 All revenue and civil assessments; collected shall be distributed as required by law.

#### **6. INDEMNIFICATION**

6.1 In lieu of and notwithstanding the pro rata risk allocation which might otherwise be imposed between the Court and the County pursuant to Government Code section 895.6 to the maximum extent permitted by law, the parties agree that all losses or liabilities incurred by a party shall not be shared pro rata; but instead the County and the Court agree that pursuant to Government Code section 895.4, each of the two affected parties shall fully indemnify, hold each of the other parties, their officers, judges, subordinate judicial officers, board members, agents, representatives and employees harmless and defend the other party, its officers, judges, subordinate judicial officers, board members, agents, representatives, and employees from any and all claims, demands, damages, costs, expenses or liability costs including attorney fees, that arise out of, or are alleged to arise out of, or are in any way connected with or incident to the duties or obligations of the indemnifying party, its officers, judges, subordinate judicial officers, board members, employees, representatives, or agents. No party, nor any officer, judge, subordinate judicial, officer, board member, employee, representative or agent thereof will be responsible for any damage or liability occurring by reason of the negligent acts or omissions or willful misconduct of an indemnified party under or in connection with or arising out of any work, authority or jurisdiction delegated to such other party under this Agreement, subject to and consistent with the rights and, obligations of the parties set forth in the Law Enforcement Act.

#### **7. TERM AND TERMINATION**

7.1 The term of this MOU shall be from July 1, 2020 to June 30, 2021, but may be extended in writing thereafter until a new MOU is executed. County's Board of Supervisors hereby ratifies, and approves for payment, services provided by County from July 1, 2020 to date of approval of this Agreement by the Board of Supervisors.

7.2 If either the Court or County desires to terminate any or all of the services contained within this MOU, written notice shall be given at least ninety (90) days prior to the end of the fiscal year, (i.e. by April 1) or less if by mutual written

agreement, to be effective the first day, of the succeeding fiscal year, or earlier, if by mutual written agreement.

7.3 Vital Services. Pursuant to California Government Code Section 77212(b), if County elects to terminate a Service to Court, County shall cooperate with Court to ensure that, if said Service is a vital service for Court, it shall be available from other entities that provide such Services. Court understands and agrees that payment for such vital services shall be the responsibility of Court. Notice must be given at least 90 days prior to the end of the fiscal year and shall be effective only upon the first day of the succeeding fiscal year (Govt. Code 77212).

## 8. NOTICES

8.1 All notices and demands of any kind which either party may require to serve on the other in connection with this MOU must be served in writing either by personal service or sent by first class mail, postage prepaid and addressed as follows:

If to County: County Administrator  
County of Plumas  
520 Main Street  
Courthouse, Room 309  
Quincy, California 95971

With a Copy to: County Counsel  
County of Plumas  
520 Main Street  
Courthouse, Room 301  
Quincy, California 95971

If to Court: Presiding Judge  
Plumas Superior Court  
520 Main Street  
Courthouse, Room 104  
Quincy, California 95971

With a Copy to: Court Executive Officer  
Plumas Superior Court  
520 Main Street  
Courthouse, Room 104  
Quincy, California 95971

## 9. INDEPENDENT CONTRACTOR

9.1 **Independent Contractor.** County, with its departments as its agents, shall perform this Memorandum as an independent contractor, exercising due care and providing the Services with such skill that is customary for providers of such

Services. County and the officers, agents and employees of County are not, and shall not be deemed, Court employees for any purpose, including workers' compensation and shall not be entitled to any of the benefits accorded to Court employees. County shall determine, at its own risk and expense, the method and manner by which the duties imposed on County in general by this Memorandum shall be performed; provided, however, that Court may monitor the work performed. Court shall not deduct or withhold any amounts whatsoever from the reimbursement paid to County, including, but not limited to, amounts required to be withheld for state and federal taxes or employee benefits. County alone shall be responsible for all such payments for County employees who perform services for Court pursuant to this Memorandum.

## **10. DISPUTE RESOLUTION**

- 10.1 Continuation of Services. Whenever County and Court disagree as to any matter governed by this Memorandum, the dispute resolution process discussed in this Section 10 shall govern. Until the dispute is resolved, County may continue to provide the Services and Court, if County continues said Services, shall continue to make payment therefore as set forth herein. If County elects not to continue to provide said Services due to circumstances beyond County's control or due to financial considerations which result from State funding limitations, Court may elect to seek replacement services.
- 10.2 Request for Meeting. If after thirty (30) days, Court and County cannot resolve any dispute; either Party may give the other Party a written request for a meeting between the Court Executive Officer and the County Administrator (or, in the absence of a County Administrator, the Chairperson of the Board of Supervisors) for the purpose of resolving a disagreement between the Parties. If such meeting is requested, the meeting shall be held within ten (10) days of the receipt of such request. If the meeting fails to occur or fails to resolve the disagreement, nothing in this Memorandum shall preclude the Parties from exercising their legal remedies.
- 10.3 Resolution of Disputes. Any disputes between the Parties regarding the interpretation or performance of this Memorandum that are not resolved under Section 10.2 above, shall be resolved by submission of the dispute to non-binding mediation.
- 10.4 Jurisdiction and Venue. If a dispute between the Parties regarding the interpretation or performance of this Memorandum is not resolved under Section 10.3 above, either Party may bring legal action to interpret or enforce this Memorandum in the Superior Court of California, County of Plumas. In the event that such legal action is taken by either Party, the judges for the Superior Court of California, County of Plumas shall recuse themselves from hearing the case. The Judicial Council of the State of California shall appoint a judge from another jurisdiction within the State to preside over any legal action brought to interpret or enforce this Memorandum.

## 11. FULL AGREEMENT

11.1 This Memorandum of Understanding represents the entire agreement between the Court and County on matters specifically addressed by the terms of this MOU.

Plumas Superior Court:

By \_\_\_\_\_  
JANET HILDE, Presiding Judge

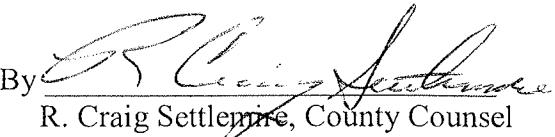
Date: \_\_\_\_\_

County of Plumas:

By \_\_\_\_\_  
KEVIN GOSS, Chairperson  
Board of Supervisors

Date: \_\_\_\_\_

Approved as to form:

By   
R. Craig Settlemyre, County Counsel

Date: 9/17/2020

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## PLUMAS COUNTY BEHAVIORAL HEALTH SERVICES

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

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Tony Hobson Ph.D., Director

DATE: October 6, 2020

TO: Honorable Board of Supervisors

FROM: Tony Hobson Ph.D., Behavioral Health Director *(Signature)*

SUBJECT: Consent Agenda

### Recommendation

1. It is respectfully requested the Board of Supervisors approve and authorize the Behavioral Health Director Tony Hobson to sign a three-year \$201,601.00 Agreement with Nevada County Behavioral Health.
2. It is respectfully requested the Board of Supervisors approve and authorize the board chair to sign \$25,000.00 Agreement with Sierra Vista
3. It is respectfully requested the Board of Supervisors approve and authorize the board chair to sign First Amendment with Crestwood Behavioral Health.

### BACKGROUND AND DISCUSSION:

1. Nevada County Behavioral Health agrees to provide afterhours telephone triage services to Plumas County Behavioral Health, weekdays after 5:00 PM through 8:00 AM, weekends and holidays for the term of this agreement. N.C.B.H. sub-contractor Auburn Counseling Services, Inc. dba Communicare, will receive all calls, collect all intake information, document all calls through utilization of Behavioral Health Cerner Electronic Health Record, and make assessments for appropriate referrals to Plumas County Behavioral Health on-call crisis therapist. Mental Health crisis calls, including 5150 evaluations, will be transferred to Plumas County Behavioral Health on-call therapist. This agreement has been approved to form by County Counsel.
2. Sierra Vista is a psychiatric health facility, serving those suffering from addiction and psychiatric disorders. This agreement has been approved to form by County Counsel.

3. Crestwood Behavioral Health is a psychiatric rehabilitation center and covers a large demand for mental health wellness and recovery services. This First Amendment amends #9 Indemnification paragraph. This amendment has been 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.

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PLUMAS COUNTY  
1854  
CALIFORNIA

## 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: October 6, 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 revised \$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 an expiration extension date to December 31, 2020, in the fiscal year, 2019/20, Amendment with National Commission on Correctional Health Care Resources.
3. It is respectfully requested the Board of Supervisors approve and authorize the board chair to sign \$20,000.00 Agreement with Adventist Health Vallejo Hospital.
4. It is respectfully requested the Board of Supervisors approve and authorize the board chair to sign \$50,000.00 Agreement with North Valley Behavioral Health for psychiatric therapy services.
5. It is respectfully requested the Board of Supervisors approve and authorize the board chair to sign \$3,600.00 Agreement with Merrill Powers.

**BACKGROUND AND DISCUSSION:**

1. The \$50,000.00 Agreement is with Reno Behavioral Healthcare Hospital, who provides therapeutic mental health and chemical dependency services. This Agreement has been approved to form by County Counsel.
2. National Commission on Correctional Health Care Resources is developing Medically Assisted Treatment (MAT) policies and procedures to assist the county in implementing medication assisted treatment in the county jail. NCCHC will perform a review of Plumas County's community opiate treatment and related services and help the county determine how these services may be interrelated, connected, and complimentary; the ultimate goal is to enable the county to provide high continuity of care and reduced recidivism. To achieve the goal of this contract more time is required to satisfy the on-site-trainings. We are respectfully requesting the Board extend the expiration of current contract, to December 31, 2020. Contract and First Amendment Agreement is on file with the Clerk of the Board of Supervisors.  
This Agreement has been approved to form by County Counsel.
3. The \$20,000.00 Agreement with Adventist Health Vallejo Hospital, who accommodates both children and adults in preventing, diagnosing and treating mental illness. This Agreement has been approved to form by County Counsel.
4. North Valley Behavioral Health is a psychiatric health facility for individuals with acute psychiatric conditions requiring rehabilitation services. This amendment has been approved to form by County Counsel.
5. It is respectfully requested the Board of Supervisors approve and authorize the board chair to sign \$3,600.00 Agreement with Merrill Powers for training Behavioral Health staff in EMDR, Eye Movement Desensitization and Reprocessing Therapy. This is a type of psychotherapy for treating post-traumatic stress disorder.

**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.

**PLUMAS COUNTY BEHAVIORAL HEALTH SERVICES**

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

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Tony Hobson Ph.D., Director



DATE: October 6, 2020

TO: Honorable Board of Supervisors

FROM: Tony Hobson Ph.D., Behavioral Health Director *(Signature)*

SUBJECT: Consent Agenda

**Recommendation**

It is respectfully requested the Board of Supervisors approve and authorize \$1,490.00 no contract payment to Siyan Clinical Corporation.

**BACKGROUND AND DISCUSSION**

This charge of \$1,490.00 is from Siyan Clinical Corporation for mental health doctor fees for specialty services.

**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.

RECEIVED  
SEP 18 2020

SEP 18 2020

## HEALTH INSURANCE CLAIM FORM

APPROVED BY NATIONAL UNIFORM CLAIM COMMITTEE (NUCC) 02/04/2014

PLUMAS COUNTY  
270 COUNTY HOSPITAL RD STE 109,  
QUINCY, CA 95971-9173

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PICA

NUCC Instru  
MB-0D3W-M7PA

09/15/20  
D4

DATE

NUCC Jr

MB-0D3W-M7PA

PLEASE PRINT OR TYPE

CR061657

APPROVED OMB-0938-1197 FORM 1500 (02-12)

# HEALTH INSURANCE CLAIM FORM

APPROVED BY NATIONAL UNIFORM CLAIM COMMITTEE (NUCC) 02/12

PLUMAS COUNTY  
270 COUNTY HOSPITAL RD STE 109,  
QUINCY, CA 95971-9173

PICA												PICA											
1. MEDICARE (Medicare#)	2. MEDICAID (Medicaid#)	3. TRICARE (ID#/DoD#)	4. CHAMPVA (Member ID#)	5. GROUP HEALTH PLAN (ID#)	6. FECA BLK LUNG (ID#)	7. OTHER (ID#)	8. INSURED'S I.D. NUMBER	(For Program in Item 1)															
9. PATIENT'S NAME (Last Name, First Name, Middle Initial)			10. PATIENT'S BIRTH DATE			11. SEX <input checked="" type="checkbox"/> M <input type="checkbox"/> F	12. INSURED'S I.D. NUMBER		13. INSURED'S NAME (Last Name, First Name, Middle Initial)														
14. PATIENT'S ADDRESS (No. Street)			15. PATIENT'S RELATIONSHIP TO INSURED			16. Self <input checked="" type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other <input type="checkbox"/>	17. INSURED'S ADDRESS (No. Street)		18. INSURED'S NAME (Last Name, First Name, Middle Initial)														
CITY		STATE	19. RESERVED FOR NUCC USE			CITY		STATE	20. RESERVED FOR NUCC USE														
ZIP CODE		TELEPHONE (Include Area Code) ( ) -	21. RESERVED FOR NUCC USE			ZIP CODE		TELEPHONE (Include Area Code) ( ) -	22. RESERVED FOR NUCC USE														
23. OTHER INSURED'S NAME (Last Name, First Name, Middle Initial)			24. IS PATIENT'S CONDITION RELATED TO:			25. INSURED'S POLICY GROUP OR FECA NUMBER			26. INSURED'S DATE OF BIRTH														
a. OTHER INSURED'S POLICY OR GROUP NUMBER			a. EMPLOYMENT? (Current or Previous) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			a. INSURED'S DATE OF BIRTH SEX <input type="checkbox"/> M <input checked="" type="checkbox"/> F			b. OTHER CLAIM ID (Designated by NUCC)														
b. RESERVED FOR NUCC USE			b. AUTO ACCIDENT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			b. INSURANCE PLAN NAME OR PROGRAM NAME <b>PLUMAS COUNTY</b>			c. OTHER ACCIDENT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO														
c. RESERVED FOR NUCC USE			c. OTHER ACCIDENT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			c. INSURANCE PLAN NAME OR PROGRAM NAME <b>PLUMAS COUNTY</b>			d. IS THERE ANOTHER HEALTH BENEFIT PLAN? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <i>If yes, complete items 9, 9a, and 9d.</i>														
d. INSURANCE PLAN NAME OR PROGRAM NAME			10d. CLAIM CODES (Designated by NUCC)			11. INSURED'S POLICY GROUP OR FECA NUMBER			12. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE I authorize the release of any medical or other information necessary to process this claim. I also request payment of government benefits either to myself or to the party who accepts assignment below.														
Signature on File			09/15/20			SIGNED			Signature on File														
SIGNED			DATE			SIGNED			SIGNED														
14. DATE OF CURRENT ILLNESS, INJURY, or PREGNANCY (LMP) MM DD YY QUAL.			15. OTHER DATE QUAL.			MM	DD	YY	16. DATES PATIENT UNABLE TO WORK IN CURRENT OCCUPATION FROM MM DD YY TO MM DD YY			17. NAME OF REFERRING PROVIDER OR OTHER SOURCE 17a. _____ 17b. NPI _____			18. HOSPITALIZATION DATES RELATED TO CURRENT SERVICES FROM 09 08 20 TO 09 08 20								
19. ADDITIONAL CLAIM INFORMATION (Designated by NUCC)			20. OUTSIDE LAB? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			21. DIAGNOSIS OR NATURE OF ILLNESS OR INJURY Relate A-L to service line below (24E) <b>E259</b>			ICD Ind.	22. RESUBMISSION CODE			23. PRIOR AUTHORIZATION NUMBER			24. DATE(S) OF SERVICE From MM DD YY To MM DD YY PLACE OF SERVICE B. EMG C. D. PROCEDURES, SERVICES, OR SUPPLIES (Explain Unusual Circumstances) CPT/HCPCS E. DIAGNOSIS MODIFIER F. \$ CHARGES G. DAYS OR UNITS H. EPSDT Family Plan I. I.D. QUAL. J. RENDERING PROVIDER ID. #							
25. FEDERAL TAX ID. NUMBER <b>270445909</b>			SSN EIN <input type="checkbox"/> <input checked="" type="checkbox"/>	26. PATIENT'S ACCOUNT NO. a. 1922378215			27. ACCEPT ASSIGNMENT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	28. TOTAL CHARGE \$ 160.00			29. AMOUNT PAID \$ 0.00	30. Rsvd for NUCC Use 707 206-7268			31. SIGNATURE OF PHYSICIAN OR SUPPLIER INCLUDING DEGREES OR CREDENTIALS (I certify that the statements on the reverse apply to this bill and are made a part thereof.) Signature on File <b>BRYAN GADDY, MD</b>			32. SERVICE FACILITY LOCATION INFORMATION <b>AURORA SANTA ROSA HOSPITAL</b> 1287 FULTON ROAD SANTA ROSA, CA 95401-4923			33. BILLING PROVIDER INFO & PH # <b>SIYAN CLINICAL CORPORATION</b> 480 TESCONI CIR STE B SANTA ROSA, CA 95401-4691		
34. SIGNED 09/15/20			35. DATE			36. a. 1568732972			37. b.			38. PLEASE PRINT OR TYPE			39. APPROVED OMB-0938-1197 FORM 1500 (02-12)								

# HEALTH INSURANCE CLAIM FORM

APPROVED BY NATIONAL UNIFORM CLAIM COMMITTEE (NUCC) 02/12

PLUMAS COUNTY

270 COUNTY HOSPITAL RD STE 109,  
QUINCY, CA 95971-9173

PICA

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1. MEDICARE <input type="checkbox"/> MEDICAID <input type="checkbox"/> TRICARE <input type="checkbox"/> CHAMPVA <input type="checkbox"/> GROUP HEALTH PLAN <input type="checkbox"/> FECA <input type="checkbox"/> OTHER <input checked="" type="checkbox"/> (Medicare#) <input type="checkbox"/> (Medicaid#) <input type="checkbox"/> (ID#/DoB#) <input type="checkbox"/> (Member ID#) <input type="checkbox"/> (ID#) <input type="checkbox"/> (ID#) <input type="checkbox"/> (ID#)										1a. INSURED'S I.D. NUMBER <span style="float: right;">(For Program in Item 1)</span> 1b. INSURED'S NAME (Last Name, First Name, Middle Initial)							
2. PATIENT'S NAME (Last Name, First Name, Middle Initial)										3. PATIENT'S BIRTH DATE <input type="checkbox"/> F <input type="checkbox"/>							
5. PATIENT'S ADDRESS (No., Street)										6. PATIENT RELATIONSHIP TO INSURED Self <input checked="" type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other <input type="checkbox"/>							
CITY <input type="checkbox"/> STATE <b>CA</b>					8. RESERVED FOR NUCC USE					CITY <input type="checkbox"/> STATE <b>CA</b>							
ZIP CODE <input type="checkbox"/>		TELEPHONE (Include Area Code) <b>( ) -</b>								ZIP CODE <input type="checkbox"/>		TELEPHONE (Include Area Code) <b>( ) -</b>					
9. OTHER INSURED'S NAME (Last Name, First Name, Middle Initial)										10. IS PATIENT'S CONDITION RELATED TO:				11. INSURED'S POLICY GROUP OR FECA NUMBER			
a. OTHER INSURED'S POLICY OR GROUP NUMBER										a. EMPLOYMENT? (Current or Previous) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				a. INSURED'S DATE OF BIRTH <input type="checkbox"/> SEX <input type="checkbox"/> M <input type="checkbox"/> F			
b. RESERVED FOR NUCC USE										b. AUTO ACCIDENT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> PLACE (State)				b. OTHER CLAIM ID (Designated by NUCC)			
c. RESERVED FOR NUCC USE										c. OTHER ACCIDENT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				c. INSURANCE PLAN NAME OR PROGRAM NAME <b>PLUMAS COUNTY</b>			
d. INSURANCE PLAN NAME OR PROGRAM NAME										10d. CLAIM CODES (Designated by NUCC)				d. IS THERE ANOTHER HEALTH BENEFIT PLAN? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <i>If yes, complete items 9, 9a, and 9d.</i>			
READ BACK OF FORM BEFORE COMPLETING & SIGNING THIS FORM. 12. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE I authorize the release of any medical or other information necessary to process this claim. I also request payment of government benefits either to myself or to the party who accepts assignment below.										13. INSURED'S OR AUTHORIZED PERSON'S SIGNATURE I authorize payment of medical benefits to the undersigned physician or supplier for services described below.							
Signature on File										09/15/20				Signature on File			
SIGNED _____ DATE _____										SIGNED _____							
14. DATE OF CURRENT ILLNESS, INJURY, or PREGNANCY (LMP) MM DD YY QUAL.					15. OTHER DATE MM DD YY QUAL.					16. DATES PATIENT UNABLE TO WORK IN CURRENT OCCUPATION MM DD YY FROM _____ TO _____							
17. NAME OF REFERRING PROVIDER OR OTHER SOURCE 17a. _____ 17b. NPI _____					18. HOSPITALIZATION DATES RELATED TO CURRENT SERVICES 09 09 20 FROM _____ TO _____												
19. ADDITIONAL CLAIM INFORMATION (Designated by NUCC)										20. OUTSIDE LAB? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> \$ CHARGES							
21. DIAGNOSIS OR NATURE OF ILLNESS OR INJURY Relate A-L to service line below (24E) <b>F259</b>										22. RESUBMISSION CODE <input type="checkbox"/> ORIGINAL REF. NO.							
A. _____		B. _____		C. _____		D. _____		E. ICD IND. <b>0</b>		23. PRIOR AUTHORIZATION NUMBER							
E. _____		F. _____		G. _____		H. _____		I. _____		J. RENDERING PROVIDER ID. #							
I. _____		J. _____		K. _____		L. _____		F. \$ CHARGES <b>160.00</b>		G. DAYS OR UNITS <b>1</b>		H. EPSDT Family Plan <b>NPI</b>					
24. A. DATE(S) OF SERVICE From MM DD YY To MM DD YY		B. PLACE OF SERVICE EMG		C. CPT/HCPCS		D. PROCEDURES, SERVICES, OR SUPPLIES (Explain Unusual Circumstances)		E. MODIFIER		F. \$ CHARGES <b>160.00</b>		G. DAYS OR UNITS <b>1</b>		H. EPSDT Family Plan <b>NPI</b>			
1 09 09 20 09 09 20 51		2 09 09 20 09 09 20 51		3 09 09 20 09 09 20 51		4 09 09 20 09 09 20 51		5 09 09 20 09 09 20 51		6 09 09 20 09 09 20 51		7 09 09 20 09 09 20 51		8 09 09 20 09 09 20 51			
25. FEDERAL TAX I.D. NUMBER <b>270445909</b>		SSN EIN <input checked="" type="checkbox"/>		26. PATIENT'S ACCOUNT NO. <b>1922378215</b>		27. ACCEPT ASSIGNMENT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		28. TOTAL CHARGE <b>310.00</b>		29. AMOUNT PAID <b>0.00</b>		30. Rsvd for NUCC Use <b>707 206-7268</b>					
31. SIGNATURE OF PHYSICIAN OR SUPPLIER INCLUDING DEGREES OR CREDENTIALS (I certify that the statements on the reverse apply to this bill and are made a part thereof.) <b>BRYAN GADDY, MD</b>										32. SERVICE FACILITY LOCATION INFORMATION <b>AURORA SANTA ROSA HOSPITAL 1287 FULTON ROAD SANTA ROSA, CA 95401-4923</b>				33. BILLING PROVIDER INFO & PH # <b>SIYAN CLINICAL CORPORATION 480 TESCONI CIR STE B SANTA ROSA, CA 95401-4691</b>			
SIGNED <b>09/15/20</b> DATE										a. <b>1568732972</b> b.							

ENVELOPE BSS-9258-024

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## HEALTH INSURANCE CLAIM FORM

APPROVED BY NATIONAL UNIFORM CLAIM COMMITTEE (NUCC) 02/12

PLUMAS COUNTY  
270 COUNTY HOSPITAL RD STE 109,  
QUINCY, CA 95971-9173

PICA

PICA		MEDICARE (Medicare#)		MEDICAID (Medicaid#)		TRICARE (ID#/DoD#)		CHAMPVA (Member ID#)		GROUP HEALTH PLAN (ID#)		FECA BLK LUNG (ID#)		OTHER (ID#)		1a. INSURED'S ID NUMBER		(For Program in Item 1)																	
2. PATIENT'S NAME (Last Name, First Name, Middle Initial)						3. PATIENT'S BIRTH DATE						SEX		4. INSURED'S NAME (Last Name, First Name, Middle Initial)																					
5. PATIENT'S ADDRESS (No. Street)						6. PATIENT RELATIONSHIP TO INSURED						7. INSURED'S ADDRESS (No. Street)																							
CITY						STATE		8. RESERVED FOR NUCC USE						CITY		STATE																			
ZIP CODE		TELEPHONE (Include Area Code) ( ) -				ZIP CODE		TELEPHONE (Include Area Code) ( ) -																											
9. OTHER INSURED'S NAME (Last Name, First Name, Middle Initial)						10. IS PATIENT'S CONDITION RELATED TO:						11. INSURED'S POLICY GROUP OR FECA NUMBER																							
a. OTHER INSURED'S POLICY OR GROUP NUMBER						a. EMPLOYMENT? (Current or Previous) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO						a. INSURED'S DATE OF BIRTH																							
b. RESERVED FOR NUCC USE						b. AUTO ACCIDENT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO						b. OTHER CLAIM ID (Designated by NUCC)																							
c. RESERVED FOR NUCC USE						c. OTHER ACCIDENT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO						c. INSURANCE PLAN NAME OR PROGRAM NAME																							
d. INSURANCE PLAN NAME OR PROGRAM NAME						10d. CLAIM CODES (Designated by NUCC)						d. IS THERE ANOTHER HEALTH BENEFIT PLAN?																							
READ BACK OF FORM BEFORE COMPLETING & SIGNING THIS FORM.												12. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE I authorize the release of any medical or other information necessary to process this claim. I also request payment of government benefits either to myself or to the party who accepts assignment below.																							
Signature on File						09/15/20						Signature on File																							
SIGNED _____						DATE 09/15/20						SIGNED _____																							
14. DATE OF CURRENT ILLNESS, INJURY, or PREGNANCY (LMP) MM DD YY						15. OTHER DATE MM DD YY						16. DATES PATIENT UNABLE TO WORK IN CURRENT OCCUPATION MM DD YY																							
QUAL. _____						QUAL. _____						FROM MM DD YY TO MM DD YY																							
17. NAME OF REFERRING PROVIDER OR OTHER SOURCE						17a. _____						18. HOSPITALIZATION DATES RELATED TO CURRENT SERVICES																							
17b. NPI _____						17c. _____						FROM 09 10 20 Y TO 09 10 20 Y																							
19. ADDITIONAL CLAIM INFORMATION (Designated by NUCC)												20. OUTSIDE LAB? \$ CHARGES																							
21. DIAGNOSIS OR NATURE OF ILLNESS OR INJURY Relate A-L to service line below (24E) ICD Ind. 0												22. RESUBMISSION CODE ORIGINAL REF. NO.																							
A. L. _____			B. L. _____			C. L. _____			D. L. _____			E. L. _____			F. L. _____			G. L. _____			H. L. _____			I. L. _____			J. L. _____			K. L. _____			L. L. _____		
24. A. DATE(S) OF SERVICE From MM DD YY			To MM DD YY			B. PLACE OF SERVICE EMG			C. CPT/HCPCS			D. PROCEDURES, SERVICES, OR SUPPLIES (Explain Unusual Circumstances)			E. MODIFIER			F. \$ CHARGES			G. DAYS OR UNITS			H. EPSDT Family Plan			I. ID. QUAL.			J. RENDERING PROVIDER ID. #					
09 10 20 09 10 20 51									99232						A			160 00 1												NPI 1689037285					
09 10 20 09 10 20 51									90833						A			150 00 1												NPI 1689037285					
25. FEDERAL TAX ID. NUMBER SSN EIN 270445909												26. PATIENT'S ACCOUNT NO. 27. ACCEPT ASSIGNMENT? (for govt. claims, see back) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO												28. TOTAL CHARGE 310 00 29. AMOUNT PAID 0 00 30. Rsvd for NUCC Use 707 206 7268											
31. SIGNATURE OF PHYSICIAN OR SUPPLIER INCLUDING DEGREES OR CREDENTIALS (I certify that the statements on the reverse apply to this bill and are made a part thereof.) Signature on File BRYAN GADDY, MD												32. SERVICE FACILITY LOCATION INFORMATION AURORA SANTA ROSA HOSPITAL 1287 FULTON ROAD SANTA ROSA, CA 95401-4923												33. BILLING PROVIDER INFO & PH # ( ) SIYAN CLINICAL CORPORATION 480 TESCONI CIR STE B SANTA ROSA, CA 95401-4691											
09/15/20												a. 1922378215 b.												a. 1568732972 b.											
SIGNED _____ DATE _____																																			

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ESTATE & HOME SALES RECORDS

PHYSICIAN OWNED MEDICAL IMAGING

# HEALTH INSURANCE CLAIM FORM

APPROVED BY NATIONAL UNIFORM CLAIM COMMITTEE (NUCC) 02/12

PLUMAS COUNTY  
270 COUNTY HOSPITAL RD STE 109,  
QUINCY, CA 95971-9173

PICA

PICA

1. MEDICARE <input type="checkbox"/> MEDICAID <input type="checkbox"/> TRICARE <input type="checkbox"/> CHAMPVA <input type="checkbox"/> GROUP HEALTH PLAN <input type="checkbox"/> FECA BLK LUNG <input checked="" type="checkbox"/> OTHER <input type="checkbox"/>										1a. INSURED'S ID NUMBER <span style="float: right;">(For Program in Item 1)</span>			
2. PATIENT'S NAME (Last Name, First Name, Middle Initial)										3. PATIENT'S BIRTH DATE <span style="float: right;">SEX <input type="checkbox"/> F <input checked="" type="checkbox"/> M</span>			
5. PATIENT'S ADDRESS (No., Street)  CITY <input type="checkbox"/> STATE <b>CA</b>										4. INSURED'S NAME (Last Name, First Name, Middle Initial)  6. PATIENT RELATIONSHIP TO INSURED  Self <input checked="" type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other <input type="checkbox"/>			
8. RESERVED FOR NUCC USE										7. INSURED'S ADDRESS (No., Street)  CITY <input type="checkbox"/> STATE <b>CA</b>			
9. OTHER INSURED'S NAME (Last Name, First Name, Middle Initial)										10. IS PATIENT'S CONDITION RELATED TO:			
a. OTHER INSURED'S POLICY OR GROUP NUMBER										a. INSURED'S DATE OF BIRTH <span style="float: right;">SEX <input type="checkbox"/> M <input type="checkbox"/> F <input checked="" type="checkbox"/></span>			
b. RESERVED FOR NUCC USE										b. OTHER CLAIM ID (Designated by NUCC)			
c. RESERVED FOR NUCC USE										c. INSURANCE PLAN NAME OR PROGRAM NAME <b>PLUMAS COUNTY</b>			
d. INSURANCE PLAN NAME OR PROGRAM NAME										d. IS THERE ANOTHER HEALTH BENEFIT PLAN? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <span style="float: right;">If yes, complete items 9, 9a, and 9d.</span>			
READ BACK OF FORM BEFORE COMPLETING & SIGNING THIS FORM. 12. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE I authorize the release of any medical or other information necessary to process this claim. I also request payment of government benefits either to myself or to the party who accepts assignment below.										11. INSURED'S POLICY GROUP OR FECA NUMBER			
Signature on File <b>09/15/20</b> SIGNED _____ DATE _____										13. INSURED'S OR AUTHORIZED PERSON'S SIGNATURE I authorize payment of medical benefits to the undersigned physician or supplier for services described below.			
14. DATE OF CURRENT ILLNESS, INJURY, or PREGNANCY (LMP) MM DD YY QUAL.										15. OTHER DATE MM DD YY QUAL.			
16. DATES PATIENT UNABLE TO WORK IN CURRENT OCCUPATION MM DD YY FROM _____ TO _____										17. NAME OF REFERRING PROVIDER OR OTHER SOURCE 17a. _____ 17b. NPI _____			
18. HOSPITALIZATION DATES RELATED TO CURRENT SERVICES 09 07 20 FROM 09 07 20 TO										19. ADDITIONAL CLAIM INFORMATION (Designated by NUCC)			
20. OUTSIDE LAB? <span style="float: right;">\$ CHARGES</span> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO										21. DIAGNOSIS OR NATURE OF ILLNESS OR INJURY Relate A-L to service line below (24E) <b>F259</b> ICD Ind. <b>0</b> A. _____ B. _____ C. _____ D. _____ E. _____ F. _____ G. _____ H. _____ I. _____ J. _____ K. _____ L. _____			
22. RESUBMISSION CODE _____ ORIGINAL REF. NO. _____										23. PRIOR AUTHORIZATION NUMBER			
24. DATE(S) OF SERVICE From MM DD YY To MM DD YY <b>09 07 20 09 07 20</b>										24. DATE(S) OF SERVICE From MM DD YY To MM DD YY <b>09 07 20 09 07 20</b>			
B. PLACE OF SERVICE <b>51</b> C. EMG										D. PROCEDURES, SERVICES, OR SUPPLIES (Explain Unusual Circumstances) <b>99223</b> CPT/HCPCS			
E. DIAGNOSIS MODIFIER										E. DIAGNOSIS POINTER <b>A</b>			
F. \$ CHARGES <b>400.00</b>										F. \$ CHARGES <b>400.00</b> G. DAYS OR UNITS <b>1</b> H. EPSCDT Family Plan I. ID. QUAL. <b>NPI</b> J. RENDERING PROVIDER ID. # <b>1689037285</b>			
25. FEDERAL TAX ID. NUMBER <b>270445909</b> SSN EIN <b><input checked="" type="checkbox"/></b>										26. PATIENT'S ACCOUNT NO. <b>1922378215</b> 27. ACCEPT ASSIGNMENT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			
28. TOTAL CHARGE <b>400.00</b> \$ <b>400.00</b>										29. AMOUNT PAID <b>0.00</b> \$ <b>0.00</b>			
30. Rsvd for NUCC Use <b>707 206-7268</b>										33. BILLING PROVIDER INFO & PH # <b>SIYAN CLINICAL CORPORATION</b> <b>480 TESCONI CIR STE B</b> <b>SANTA ROSA, CA 95401-4691</b>			
31. SIGNATURE OF PHYSICIAN OR SUPPLIER INCLUDING DEGREES OR CREDENTIALS (I certify that the statements on the reverse apply to this bill and are made a part thereof.) <b>Signature on File</b> <b>BRYAN GADDY, MD</b>										32. SERVICE FACILITY LOCATION INFORMATION <b>AURORA SANTA ROSA HOSPITAL</b> <b>1287 FULTON ROAD</b> <b>SANTA ROSA, CA 95401-4923</b>			
SIGNED <b>09/15/20</b> DATE										a. <b>1568732972</b> b.			

# HEALTH INSURANCE CLAIM FORM

APPROVED BY NATIONAL UNIFORM CLAIM COMMITTEE (NUCC) 02/12

PLUMAS COUNTY  
270 COUNTY HOSPITAL RD STE 109,  
QUINCY, CA 95971-9173

PICA

<input type="checkbox"/> PICA 1. MEDICARE <input type="checkbox"/> MEDICAID <input type="checkbox"/> TRICARE <input type="checkbox"/> CHAMPVA <input type="checkbox"/> GROUP HEALTH PLAN <input type="checkbox"/> FECA <input type="checkbox"/> OTHER (Medicare#) <input type="checkbox"/> (Medicaid#) <input type="checkbox"/> (ID#/DoD#) <input type="checkbox"/> (Member ID#) <input type="checkbox"/> (ID#) <input type="checkbox"/> BLK LUNG (ID#) <input checked="" type="checkbox"/> (ID#)												1a. INSURED'S I.D. NUMBER (For Program in Item 1)							
2. PATIENT'S NAME (Last Name, First Name, Middle Initial)												3. PATIENT'S BIRTH DATE SEX <input type="checkbox"/> M <input checked="" type="checkbox"/> F							
5. PATIENT'S ADDRESS (No., Street)												6. PATIENT RELATIONSHIP TO INSURED Self <input checked="" type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other <input type="checkbox"/>							
CITY ZIP CODE				STATE CA				7. INSURED'S ADDRESS (No. Street) CITY ZIP CODE				STATE CA							
9. OTHER INSURED'S NAME (Last Name, First Name, Middle Initial)												8. RESERVED FOR NUCC USE							
a. OTHER INSURED'S POLICY OR GROUP NUMBER												10. IS PATIENT'S CONDITION RELATED TO: a. EMPLOYMENT? (Current or Previous) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO							
b. RESERVED FOR NUCC USE												b. AUTO ACCIDENT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO PLACE (State)							
c. RESERVED FOR NUCC USE												c. OTHER ACCIDENT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO							
d. INSURANCE PLAN NAME OR PROGRAM NAME												10d. CLAIM CODES (Designated by NUCC)							
READ BACK OF FORM BEFORE COMPLETING & SIGNING THIS FORM. 12. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE I authorize the release of any medical or other information necessary to process this claim. I also request payment of government benefits either to myself or to the party who accepts assignment below.												11. INSURED'S POLICY GROUP OR FECA NUMBER a. INSURED'S DATE OF BIRTH SEX <input type="checkbox"/> M <input type="checkbox"/> F b. OTHER CLAIM ID (Designated by NUCC) c. INSURANCE PLAN NAME OR PROGRAM NAME <b>PLUMAS COUNTY</b>							
Signature on File												09/15/20							
SIGNED _____ DATE _____												Signature on File SIGNED _____							
14. DATE OF CURRENT ILLNESS, INJURY, or PREGNANCY (LMP) MM DD YY QUAL				15. OTHER DATE QUAL MM DD YY				16. DATES PATIENT UNABLE TO WORK IN CURRENT OCCUPATION FROM MM DD YY TO MM DD YY											
17. NAME OF REFERRING PROVIDER OR OTHER SOURCE				17a. _____ 17b. NPI _____				18. HOSPITALIZATION DATES RELATED TO CURRENT SERVICES FROM 09 08 20Y TO 09 08 20Y											
19. ADDITIONAL CLAIM INFORMATION (Designated by NUCC)												20. OUTSIDE LAB? \$ CHARGES <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO							
21. DIAGNOSIS OR NATURE OF ILLNESS OR INJURY Relate A-L to service line below (24E) <b>F259</b>												22. RESUBMISSION CODE ORIGINAL REF. NO.							
A. _____				B. _____				C. _____				D. _____							
E. _____				F. _____				G. _____				H. _____							
I. _____				J. _____				K. _____				L. _____							
24. A. DATE(S) OF SERVICE From MM DD YY To MM DD YY				B. PLACE OF SERVICE EMG				C. D. PROCEDURES, SERVICES, OR SUPPLIES (Explain Unusual Circumstances) CPT/HCPCS				E. DIAGNOSIS MODIFIER ICD Ind. 0 pointer							
09 08 20 09 08 20 51				90833								F. \$ CHARGES 150.00 1 G. DAYS OR UNITS H. EPSDT Family Plan I. ID. QUAL J. RENDERING PROVIDER ID. # NPI 1689037285							
25. FEDERAL TAX I.D. NUMBER <b>270445909</b>				SSN EIN <input type="checkbox"/> <input checked="" type="checkbox"/>				26. PATIENT'S ACCOUNT NO. 1922378215				27. ACCEPT ASSIGNMENT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (For govt. claims, see back)				28. TOTAL CHARGE \$ 150.00 29. AMOUNT PAID \$ 0.00 30. Rsvd for NUCC Use 707-206-7268			
31. SIGNATURE OF PHYSICIAN OR SUPPLIER INCLUDING DEGREES OR CREDENTIALS (I certify that the statements on the reverse apply to this bill and are made a part thereof.) <b>BRYAN GADDY, MD</b>								32. SERVICE FACILITY LOCATION INFORMATION <b>AURORA SANTA ROSA HOSPITAL 1287 FULTON ROAD SANTA ROSA, CA 95401-4923</b>								33. BILLING PROVIDER INFO & PH # <b>SIYAN CLINICAL CORPORATION 480 TESCONI CIR STE B SANTA ROSA, CA 95401-4691</b>			
SIGNED 09/15/20				DATE															

# Plumas County Department of Information Technology



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County Courthouse, 520 Main Street, Room 211  
Quincy, California 95971  
Phone: (530) 283-6336  
Email: GregEllingson@countyofplumas.com

Greg Ellingson  
Director of Information  
Technology

DATE: September 23, 2020  
TO: Honorable Board of Supervisors  
FROM: Greg Ellingson, Director of Information Technology  
  
SUBJECT: CONSENT AGENDA ITEM FOR THE MEETING OF OCTOBER 6, 2020 RE:  
APPROVAL OF PAYMENT FOR ANTIVIRUS SOFTWARE WITHOUT CONTRACT.

It is recommended that the Board:

1. Approve Item 1 below.

Item 1: Approval of payment for software maintenance/support as specified below.

**Background and Discussion:**

Information Technology budgets for and pays software maintenance and support fees annually for software products used by Plumas County. Paying these support fees allows Plumas County access to all software updates and technical support for the specified products. Custom written or specialized software systems have a contract approved by both the County and the Vendor under which the specifics of the maintenance agreement are defined. Many other software packages are used by Plumas County that are not custom written. These packages have no specific contract and are considered "shrink-wrapped" or off the shelf systems. In order to pay these support fees we ask to Board to approve payment of these claims without a signed service contract. Specifically we ask the Board to approve the following payments.

Vendor	Description	Amount
CDWG	Annual Support for AntiVirus Software	\$ 7,950.00

These funds have been budgeted as part of the 2020/2021 IT budget.

# QUOTE CONFIRMATION



DEAR GREG ELLINGSON,

Thank you for considering CDW-G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
LPTD467	8/27/2020	G-20-0827-A	5913753	\$7,950.00

## IMPORTANT - PLEASE READ

**Special Instructions:** Please include this quote # on your PO and either fax it to 847-371-2100 or email it to [jeffbut@cdwg.com](mailto:jeffbut@cdwg.com). Thank you!

QUOTE DETAILS					
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE	
McAfee Gold Business Support - technical support - for McAfee Endpoint Prot	300	2072692	\$26.50	\$7,950.00	
Mfg. Part#: EPAYFM-AA-EI					
UNSPSC: 86101601					
Electronic distribution - NO MEDIA					
Contract: MARKET					

PURCHASER BILLING INFO		SUBTOTAL	\$7,950.00
<b>Billing Address:</b> PLUMAS COUNTY DEPT OF INFORMATION TECHNOLOGY 520 MAIN ST # RM211 QUINCY, CA 95971-9364 <b>Phone:</b> (530) 283-6263		<b>SHIPPING</b>	\$0.00
		<b>SALES TAX</b>	\$0.00
		<b>GRAND TOTAL</b>	\$7,950.00
DELIVER TO		Please remit payments to:	
<b>Shipping Address:</b> PLUMAS COUNTY GREG ELLINGSON 520 MAIN ST # RM211 QUINCY, CA 95971-9364 <b>Phone:</b> (530) 283-6263		CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	
<b>Shipping Method:</b> ELECTRONIC DISTRIBUTION			

Need Assistance? CDW-G SALES CONTACT INFORMATION



Jeff Butchko

(877) 853-0557

[jeffbut@cdwg.com](mailto:jeffbut@cdwg.com)

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at [www.cdw.com/content/terms-conditions-product-sales.aspx](http://www.cdw.com/content/terms-conditions-product-sales.aspx).

For more information, contact a CDW account manager.

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# PLUMAS COUNTY DEPARTMENT OF PUBLIC WORKS

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

Robert A. Perreault Jr., P.E., Director John Mannle, P.E., Asst. Director Joe Blackwell, Deputy Director



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## CONSENT AGENDA REQUEST

For the October 6, 2020 meeting of the Plumas County Board of Supervisors

September 28, 2020

To: The Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

Subject: To approve a Resolution in support of an application recently submitted by the Department of Public Works to the California OHV Grant Program.

A handwritten signature of Robert Perreault in black ink.

### BACKGROUND:

The Department of Public Works has submitted an application for grant funding for the following OHV related projects located throughout Plumas County:

- **Maintenance of Plumas County Multi-Use Network (\$254,100)** - Funding from this project will help repair roadways damages that occur from the springtime snow melt. The type of work that may be required includes, down tree removal, grading of the roadway surface and drainage system repairs, excluding activities that would trigger the need for a Lake & Streambed Alteration Agreement. Due to time constraints, the proposed project is to maintain approximately 90 miles of roadway per year.
- **Humbug Road Reconstruction Project (\$29,297)** – Funding from the project is for planning and acquiring the necessary permits to reconstruct the portion of Humbug Road located within Humbug Valley.

There is a 26% matching fund requirement to this application that will be satisfied by in kind activities from within the Department of Public Works and interested stakeholders.

One of the items required for final approval, is for the Applicant's Governing Body to certify by resolution the approval of the Applicant to receive funds from the Off-Highway Motor Vehicle Grant program.

The attached Resolution has been approved as to form by County Counsel.

### RECOMMENDATION:

The Director of Public Works respectfully recommends that the Board of Supervisors adopt the attached Resolution

**RESOLUTION NO. 20-**

**(APPROVING THE APPLICANT TO APPLY FOR GRANT FUNDS FOR THE STATE OF CALIFORNIA,  
DEPARTMENT OF PARKS AND RECREATION, OFF-HIGHWAY VEHICLE GRANT FUNDS)**

**WHEREAS**, The people of the State of California have enacted the Off-Highway Motor Vehicle Recreation Act of 2003, which provides funds to the State of California and its political subdivisions for Operation and Maintenance, Restoration, Law Enforcement, and Education and Safety for off-highway vehicle recreation; and

**WHEREAS**, the Off-Highway Motor Vehicle Recreation Division with the California Department of Parks and Recreation has been delegated the responsibility to administer the program; and

**WHEREAS**, procedures established by the California Department of Parks and Recreation require the Applicant's Governing Body to certify by resolution the approval to receive grant finding from the Off-Highway Motor Vehicle Grant funds; and

**WHEREAS**, this Project appears on, or is in conformance with this jurisdiction's adopted general or master plan and is compatible with the land use plans of those jurisdictions immediately surrounding the Project

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

1. Approves the receiving of grant funds from the Off-Highway Vehicle Grant or Cooperative Agreement; and
2. Certifies that this agency understands its legal obligations to the State upon approval of the Grant; and
3. Certifies that this agency understands the California Public Resources Code requirement that Acquisition and Development Projects be maintained to specific conservation standards; and
4. Certifies that the Project will be well-maintained during its useful life; and
5. Certifies that this agency will implement the Project with diligence once funds are available and the Applicant has reviewed, understands, and agrees with the Project Agreement; and
6. Certifies that this agency will provide the required matching funds; and
7. Certifies that the public and adjacent property owners have been notified of this Project (as applicable); and
8. Appoints Bob Perreault, Director of Public Works, as agent to conduct all negotiations, execute and submit all documents including, but not limited to Applications, agreements, amendments, payment requests and so on, which may be necessary for completion of the Project, subject to the terms and conditions of the Plumas County Purchasing Policy and other applicable County policies and procedures.

The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 6th day of October 2020, by the following vote:

**AYES:**                    **SUPERVISORS:**

**NOES:**                    **SUPERVISORS:**

**ABSTAIN/ABSENT:**                    **SUPERVISORS:**

\_\_\_\_\_  
**Chair of the Board of Supervisors**

**ATTEST:**

Approved as to form:



9/21/20

Gretchen Stuhr  
Deputy County Counsel III

\_\_\_\_\_  
**Clerk of the Board of Supervisors**



# DEPARTMENT OF SOCIAL SERVICES AND PUBLIC GUARDIAN

74  
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: SEPTEMBER 25, 2020  
TO: HONORABLE BOARD OF SUPERVISORS  
FROM: NEAL CAIAZZO, DIRECTOR  
DEPARTMENT OF SOCIAL SERVICES  
SUBJ: BOARD AGENDA ITEM FOR OCTOBER 6, 2020, CONSENT AGENDA  
RE: APPROVAL AND AUTHORIZATION TO SIGN AN INTERAGENCY AGREEMENT  
TO PROVIDE PSYCHOLOGICAL EVALUATIONS AND WRITTEN REPORTS  
FOR DESIGNATED ADULTS AND/OR THEIR CHILDREN WHO ARE IN THE  
CHILD WELFARE SYSTEM

### **It is Recommended that the Board of Supervisors**

Authorize the Director of the Department of Social Services and the Behavioral Health Director to sign the MOU.

### **Background and Discussion**

When children come into the Child Welfare system because they have been abused or neglected the Juvenile Court may, at its discretion, determine that there is a need for a psychological evaluation of the child and or the child's parent(s).

It is recommended that the Board approve the enclosed agreement and authorize the Director of the Department of Social Services and the Director of Behavioral Health to sign the agreement.

### **Financial Impact**

In accordance with the MOU terms, the Department will compensate Behavioral Health at the rate of \$180/hour for each psychological evaluation. The maximum compensation available for the current term is not to exceed \$25,000.

There is sufficient funding in the Department's budget appropriation for Professional Services to cover the cost of this agreement for the current term. Funding for this expense comes from the Department's allocation of 2011 Realignment for Children's Protective Services. There is no impact to the County General Fund.

Copies: PCDSS Management Staff

Enclosure

**INTERDEPARTMENTAL MEMORANDUM OF UNDERSTANDING  
BETWEEN  
PLUMAS COUNTY BEHAVIORAL HEALTH DEPARTMENT  
AND  
PLUMAS COUNTY DEPARTMENT OF SOCIAL SERVICES**

This interdepartmental memorandum of understanding (hereinafter MOU) is entered into on \_\_\_\_\_, 2020 between the Plumas County Behavioral Health (hereinafter referred to as PCBH) and the Plumas County Department of Social Services (hereinafter referred to as PCDSS.) PCBH and PCDSS shall collectively be referred to as "Parties."

The Parties Agree as follows:

1. **RESPONSIBILITIES OF PCBH:** During the term of this agreement, PCBH shall:
  - 1.1. Provide specialty mental health services, specifically psychological evaluations and parenting capacity evaluations, written reports, and expert witness testimony, for adults or children designated by PCDSS (hereinafter "referred individuals"), which might include testing, observation, and/or consultation with the referred individual. Referred Individuals includes those individuals with cases under Welfare and Institutions Code section 300, as well of those at risk of involvement with PCDSS.
  - 1.2. PCBH will consult with the PCDSS Social Worker to determine the tests to be administered, based on the individual needs of each referred individual. PCBH may also consult with the referred individual's care provider, the assigned social worker, and other agency professionals as deemed necessary by PCBH.
  - 1.3. PCBH will inform PCDSS within 14 days of the referral if PCBH is unable to perform the evaluation for any reason.
  - 1.4. PCBH will provide a written report with results of observations and/or testing within 45 days of the completed evaluation to PCDSS.
  - 1.5. PCBH will verify that all certified/licensed personnel maintain their certification or licenses throughout the provision of services under this agreement.
  - 1.6. PCBH will ensure that they have the necessary assessment and testing tools to complete the referred evaluations.
  - 1.7. PCBH will provide PCDSS with a written recommendation regarding which parties and services providers should have access to the evaluation.

2. **RESPONSIBILITIES OF PCDSS:** During the term of this agreement, PCDSS shall:
  - 2.1. Provide knowledgeable staff as a contact person for each referred individual.
  - 2.2. Provide reimbursement for psychological evaluations pursuant to section 3 of this agreement.
  - 2.3. PCDSS will contact PCBH prior to referring individuals to ensure that PCBH has the capacity to complete the evaluation. PCDSS will only make a referral after PCBH has completed all prior evaluations, unless otherwise agreed by the parties.
  - 2.4. Provide the Court with any recommendation from PCBH pursuant to section 1.7.
3. **COMPENSATION**
  - 3.1. The maximum amount payable under this agreement for the term of this MOU shall not exceed \$25,000.00.
  - 3.2. For Medi-Cal eligible referred individuals, PCBH will first bill Medi-Cal for any eligible charges.
  - 3.3. For referred individuals that are not Medi-Cal eligible, or cases in which Medi-Cal has denied a claim in whole, PCDSS will pay \$180.00 per hour for each psychological evaluation performed.
4. **TERM OF AGREEMENT:** This agreement shall be effective beginning October 1, 2020, and shall continue in effect until otherwise terminated by direction of the Plumas County Board of Supervisors. Plumas County's Board of Supervisors hereby ratifies, and approves for payment, services provided by PCBH from October 1, 2020, to date of approval of this MOU by the Board of Supervisors.
5. **TERMINATION OF AGREEMENT:** This MOU may be terminated as follows:
  - 5.1. By mutual agreement of PCBH and PCDSS upon such terms and conditions as may be agreed upon.
  - 5.2. By either party at any time without cause by delivering written notice to the other party at least thirty (30) days in advance of the proposed date of termination.
  - 5.3. Termination of this MOU will not discharge PCBH from completing any evaluations in process, nor shall it eliminate PCDSS's obligation to pay for any completed evaluations.

6. **ENTIRE AGREEMENT: MODIFICATION:** This agreement supersedes all previous agreements and constitutes the entire understanding of the parties hereto. No changes, amendments or alterations shall be effective unless in writing and signed by both parties.
7. **NON-DISCRIMINATION:** Neither party shall not employ discriminatory practices in the treatment of persons in relation to the circumstances provided for herein, including assignment of accommodations, employment of personnel, or in any other respect on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation.
8. **CONFIDENTIALITY:** PCBH and PCDSS are aware of the respective confidentiality laws governing services provided by PCBH and Welfare and Institutions Code 300 cases. Specifically:
  - 8.1. PCBH understands that all information regarding Welfare and Institutions Code section 300 cases is confidential, and subject to the confidentiality provisions under Welfare and Institutions Code, including Welfare and Institutions Code section 827.
  - 8.2. PCDSS is aware that psychological evaluations provided by PCBH are subject to all of the confidentiality requirements of the Health Insurance Portability and Accountability Act of 1996 (HIPAA); Title 42, Section 2.1 through 2.67-1, Code of Federal Regulations; and Confidentiality of Medical Information Act [Part 2.6 (commencing with Section 56)] of Division I of the Civil Code. Violation of the confidentiality of patient, client or resident medical information may result in federally imposed fines and penalties and the cancellation of this agreement.
9. **NOTICES:** Any notice required to be given pursuant to the terms and provisions of this agreement shall be in writing and shall be sent first class mail to the following addresses:

If to the Department of Social Services:	If to Plumas County Behavioral Health:
Director of Social Services 270 Hospital Road, Suite 207 Quincy, CA 95971	Director of Behavioral Health 270 Hospital Road, Suite 109 Quincy, CA 95971

10. **INTERAGENCY COMMUNICATION:** Issues that require resolution and concern day-to-day operation of the program shall be addressed to:

If to the Department of Social Services:	If to Plumas County Behavioral Health:
Director of Social Services 270 Hospital Road, Suite 207 Quincy, CA 95971	Director of Behavioral Health 270 Hospital Road, Suite 109 Quincy, CA 95971

- 11. DOCUMENT RETENTION AND REPORTING:** PCBH and PCDSS agree to retain all documents relevant to this agreement for three (3) years from the termination of the agreement or until all federal/state audits are complete, whichever is later. Upon request, these records shall be made available to the County, State or Federal government representatives. PCBH shall also provide all information necessary for quarterly reports or other reports required by PCDSS, CDSS or the Federal government.
- 12. AVAILABILITY OF FUNDS:** All funding under this agreement is subject to the availability of Federal, State and County funds. If at any time during the period covered by this agreement the funding from any source is discontinued or decreased, this agreement shall no longer be binding upon the PCDSS or PCBH, effective with the date funding is discontinued or decreased.
- 13. CONFLICT OF INTEREST:** PCBH shall have no interest and shall not acquire any interest, direct or indirect, which will conflict in any manner or degree with the performance of services required under this contract.
- 14. MISCELLANEOUS PROVISIONS:** PCBH and PCDSS will recognize the mandatory standards and policies relating to energy efficiency in the state energy conservation plan. (Title 24, California Administrative Code.) If the amount of this agreement is in excess of \$10,000.00 PCBH is required to comply with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 and as supplemented in Department of Labor regulations (41 CFR Part 60). If the amount of this agreement is in excess of \$100,000.00, PCBH is required to comply with Section 306 of the Clean Air Act (42 USC 1857 (h)), Section 508 of the Clean Water Act (33 USC 1368), Executive Order 11738 and Environmental Protection Agency regulations (40 CFR Part 15).
- 15. LICENSING OR ACCREDITATION:** Where applicable PCBH shall maintain the appropriate license or accreditation through the life of this contract.
- 16. COMPLIANCE WITH LAWS AND REGULATIONS:** All services to be performed by the parties pursuant to this Agreement shall be performed in accordance with all applicable federal, state, county and municipal laws, ordinances, regulations, and titles. Any change in status, licensure, or ability to perform activities within the Scope of Work must be reported to the other party immediately.
- 17. LAW AND VENUE:** This Agreement shall be deemed to be made in, and shall be governed by and construed in accordance with the laws of, the State of California (excepting any conflict of laws provisions which would serve to defeat application of California substantive law). Venue for any action arising from this agreement shall be in Plumas County, California.

**18. AUTHORITY:** Each party executing this Agreement and each person executing this Agreement in any representative capacity, hereby fully and completely warrants to all other parties that he or she has full and complete authority to bind the person or entity on whose behalf the signing party is purporting to act.

**19. HARASSMENT:** Each party shall not employ sexual harassment or discriminatory practices in the treatment of persons in relation to the circumstances provided for herein, including assignment of accommodations, employment of personnel, or in any other respect on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation.

**IN WITNESS WHEREOF**, PCDSS and PCBH have executed this agreement on the day and year set forth below.

Plumas County Department of Social Services:	Plumas County Behavioral Health:
By <u>Neal Caiazzo</u> Neal Caiazzo, Director	By <u>Tony Hobson</u> Tony Hobson, Ph.D. Behavioral Health Director
Dated: September <u>24</u> , 2020	Dated: September <u>24</u> , 2020

Approved by the Plumas County Board of Supervisors:

Plumas County Board of Supervisors

By \_\_\_\_\_  
Kevin Goss, Chair  
Date signed: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_  
Nancy DaForno  
Clerk of the Board of Supervisors

**APPROVED AS TO FORM:**  
Plumas County Counsel

By: John Palmer  
Deputy County Counsel

3

## A Proclamation

Whereas, according to the National Coalition against Domestic Violence 1 in every 4 women, and 1 in every 10 men will experience domestic violence during their lifetime;

Whereas, approximately 15.5 million children are exposed to domestic violence every year; in our County of Plumas, Plumas Rural Services Domestic Violence Services has served 151 clients in the last 12 months. Notably, there are many more who have not come forward to seek help;

Whereas, the crime of domestic violence violates an individual's privacy and dignity, security and humanity, due to systematic use of physical, emotional, sexual, psychological and economic control and/or abuse including children, pets and the elderly;

Whereas, domestic violence is widespread and is devastating to society as a whole;

Whereas; the problem of domestic violence is not confined to any group or groups of people, but crosses all economic, racial, gender, educational, religious, and societal barriers, and is sustained by societal indifference.;

Whereas, the survivors of violence should have access to medical and legal services, counseling, safe housing and other supportive services so that they can escape the cycle of abuse;

Whereas, local programs, state coalitions, national organizations, and other agencies nationwide are committed to increasing public awareness of domestic violence and its prevalence, and to eliminating it through prevention and education;

Whereas; it is important to recognize the compassion and dedication of the individuals who provide services to victims of domestic violence and work to increase public understanding of this significant problem;

**NOW THEREFOR**, in recognition of the important work done by domestic violence programs, and victim's service providers, I do hereby proclaim the month of October 2020 as Domestic Violence Awareness Month and urge all citizens to actively and safely, due to Covid-19, participate in the scheduled activities and programs sponsored by Plumas Rural Services to work toward the elimination of domestic violence.

Signed \_\_\_\_\_

Dated \_\_\_\_\_



# PCPHA

PLUMAS COUNTY PUBLIC HEALTH AGENCY



Growing Healthy Communities

4A1

**To:** Honorable Board of Supervisors

**From:** Andrew Woodruff

**Agenda:** Item for October 6, 2020

**Recommendation:** Authorize and direct the Director of Human Resources to recruit and fill 1.0 FTE Public Health Program Division Chief Position. This position will be vacant due to the resignation of a current staff member effective October 9, 2020.

**Background Information:** Public Health has currently allocated 1.0 FTE for the position of Public Health Program Division Chief. The Public Health Agency Budget fully funds salary and benefits for this leadership position. .

The Program Division Chief is responsible to plan, organize, and supervise the functions, services, and programs of the Health Education Division within Plumas County Public Health Agency. The position is responsible for the development and evaluation of health education and outreach programs and services; provides Administrative leadership; represents Health Education Division programs with state, local and community organizations and other government agencies; and performs related work as required. The incumbent works closely with the Public Health Director in the development and administration of public health programs.

The roles and responsibility of the Program Chief is to provide oversight for the development of state and federally required data, reports, financial plans, statistical analysis, policies and procedures, and contract management; reviewing and analyzing legislation and determining effects on organizational procedures and operations; and assure the department's compliance with state and federal laws, department goals and objectives, and county policies and procedures.

**Fiscal Impact:** There is no fiscal impact to the General Fund since this position is fully funded through programs within the Public Health Agency.

A copy of the Critical Staffing Request and Organizational chart is attached for your review.

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



## CRITICAL STAFFING COMMITTEE REQUEST FORM

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

DATE OF REQUEST: October 6, 2020

DEPARTMENT TITLE: Public Health Agency

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

POSITION TITLES: 1.0 FTE Public Health Program Division Chief

ARE POSITIONS CURRENTLY ALLOCATED? YES X NO       

**For Committee use only**

Date of Committee Review: \_\_\_\_\_

Determination of Committee?        Recommended  
       Not Recommended

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date to Board of Supervisors: \_\_\_\_\_

Board Action:        Approved        Denied

Board Modifications \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date returned to Department: \_\_\_\_\_

Date submitted to HR Technician for recruitment: \_\_\_\_\_

QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

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

*The Public Health Program Division Chief plays an important role in assisting the Director of Public Health to plan, organize, and supervise the functions, services, and programs of the Health Education Division; development and evaluation of health education and outreach programs and services; provides Administrative leadership; and represents Plumas County Public Health with state, local and community organizations and other government agencies. This position is also directly responsible for managing federal and state funded prevention and specialty medical care programs.*

- Why is it critical that this position be filled at this time?

*If the position goes unfilled, important Public Health requirements/ activities will fall behind schedule and could affect categorical funding allocations and awards. The Program Chief Position directs a division with 12 full-time FTEs, many of whom have been with the agency less than one year.*

- How long has the position been vacant?

*This position will become vacant on October 9, 2020.*

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

*All positions are budgeted and funded in the current year. Any positions that are not filled permanently could be filled by extra help by moving regular wages to other wages.*

*However, the nature of this leadership position would make it inefficient and ineffective to move forward with an extra help employee. Ongoing vacancies can cause stress to the agency, and have created issues with staff morale. Having fewer staff than needed also presents safety and liability concerns. The strain on all staff to balance their regular required duties with additional assignments has resulted in an atmosphere of tension and anxiety in the past, particularly when staff know grant funding exists and will be lost if positions are not filled.*

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

*Other counties with health departments of commensurate size have similar positions to Public Health Program Chief to oversee and manage health education prevention and outreach programs.*

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

*Public Health will be unable to fulfill numerous state and federal grant funding requirements for programs tied to this grant funded position.*

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

- 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?

*Funding cuts have impacted our agency in multiple areas in the past, and caused our staff to take on much more than they ever have before. But due to diligence in responsible fiscal planning with the highest commitment to public service, our clients perceive little or no difference in the scope of services they receive. Our current or potential budget reductions will not impact other county departments at this time. All state and federal grant funds are tied by contract to deliverables and staffing positions. If these funds are lost, the county is not responsible for providing the work and staff to accomplish contracted health service deliverables.*

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

No.

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

No.

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

*N/A. This position request is fully funded for the 20-21 fiscal year. Filling this position helps PCPLA draw down grant revenue, including Medicaid Administrative Activities reimbursement, which in turn helps support the county general fund by nearly half a million dollars in overhead payments.*

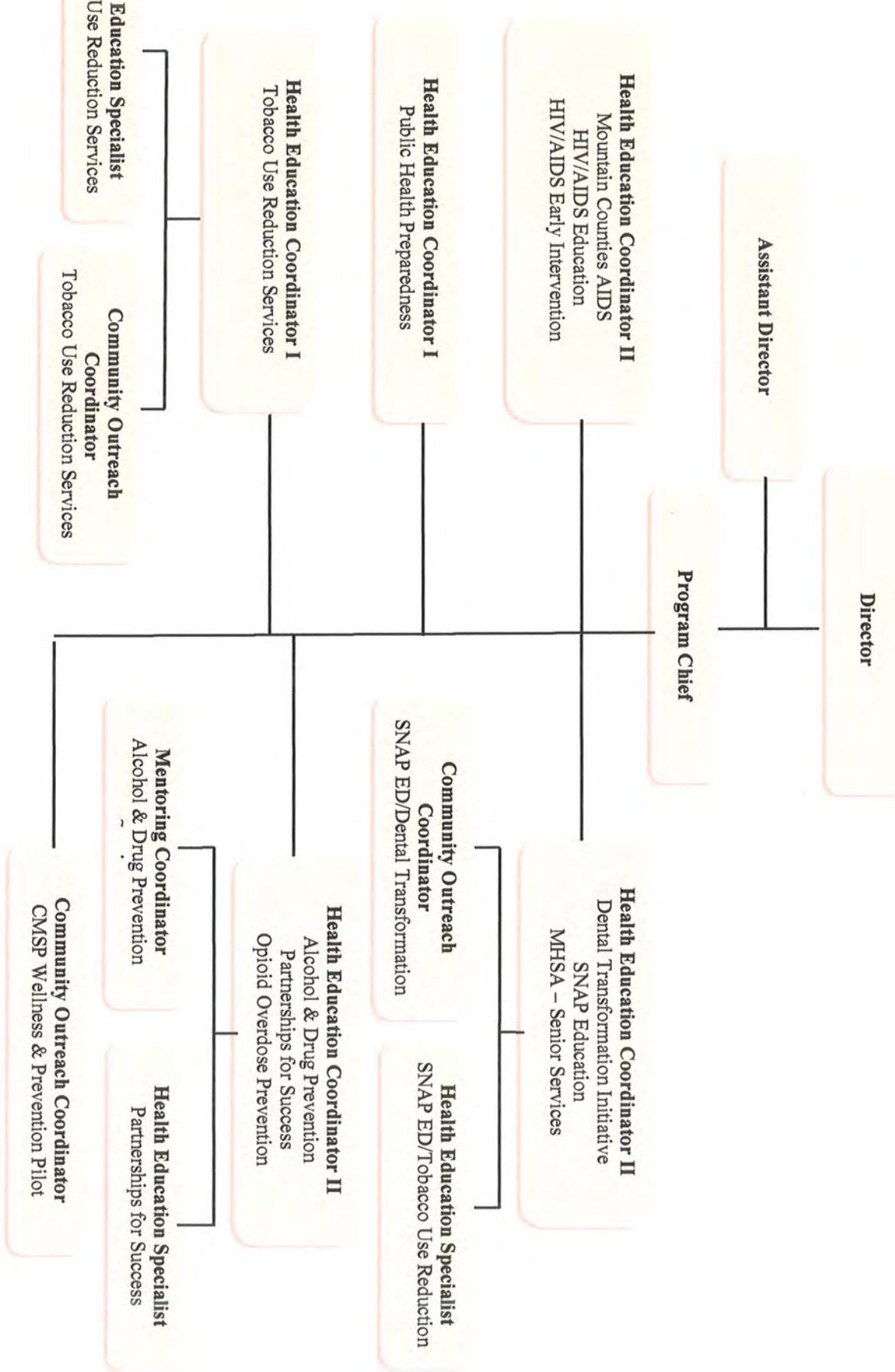
- Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years?

*Yes. The cash reserves for the last three years are as follows:*

FY 16/17	Total Cash Reserves	\$568,650
FY 17/18	Total Cash Reserves	\$575,661
FY 18/19	Total Cash Reserves	\$582,102

PLUMAS COUNTY PUBLIC HEALTH AGENCY  
HEALTH EDUCATION AND PREVENTION DIVISION

2





# PCPHA

PLUMAS COUNTY PUBLIC HEALTH AGENCY



Growing Healthy Communities

4A2

**Date:** September 11, 2020

**To:** Honorable Board of Supervisors

**From:** Andrew Woodruff

**Agenda:** Agenda Item for October 6, 2020

**Recommendation:**

- a. Approve a Resolution to accept an Agreement from the Harm Reduction Coalition for the Northern Sierra Opioid Safety Coalition Program, and authorize the Director of Public Health to sign as the Board's designee; and
- b. Direct Human Resources to recruit and hire (1) Extra-help Peer Outreach Coordinator – up to 29 hours/week, through June 30, 2023.

**Background Information:** Plumas County Public Health Agency's (PCPHA) mission is to promote and protect individual and community health and wellbeing. We do this through innovative partnerships, public planning and policy, and ensuring access to respectful services. The opportunity we see in our community with respect to expanding harm reduction services and deepening engagement and access to other social services is to develop linkage to Medication Assisted Treatment (MAT) and other services in the county, and to increase outreach to people who use drugs with a deepening focus on people who smoke, snort, and ingest drugs. A barrier/gap in our community with respect to expanding harm reduction and deepening engagement and access to other social services is time and staff, so we need to hire more staff to impact more people. We are requesting funding to hire a staff person and to train them so we can expand outreach. Our two main goals of the project are develop linkage to MAT and other services, and to reach more people in our community. The primary geographic area to be served through this project is within Plumas County. By doing this we will improve program impact and reduce stigma in our county surrounding harm reduction.

The Harm Reduction Coalition has awarded Public Health funding in the amount of \$251,958.00 for the term beginning August 1, 2020 through June 30, 2023.

**Fiscal Impact:** There is no fiscal impact to the general fund as the position requested will be funded through the Harm Reduction Program.

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

Thank you.



**RESOLUTION NO. 20-\_\_\_\_\_**

**A RESOLUTION TO ACCEPT AN AGREEMENT FROM THE HARM REDUCTION COALITION FOR THE COUNTY OF PLUMAS HARM REDUCTION PROGRAM.**

**WHEREAS**, Plumas County Public Health Agency (PCPHA) will provide increased linkage to treatment and other services in Plumas County for harm reduction participants; and

**WHEREAS**, PCPHA will increase participation in the program of people who smoke, snort and ingest drugs; and

**WHEREAS**, PCPHA will develop a resource guide for people who use drugs to help guide the peer support in their referrals; and

**WHEREAS**, PCPHA's goal is to improve the wellbeing of current participants and decrease community stigma related to harm reduction services.

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

1. Approve an Agreement with the Harm Reduction Coalition for the Harm Reduction Program beginning August 1, 2020 through June 30, 2023 in the amount of \$251,958.00; and
2. Authorize the Director of Public Health to sign the Agreement and any future Amendments related to the Agreement 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 6<sup>th</sup> day of October 2020, by the following vote:**

Ayes:

Noes:

Absent:

Abstain:

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Chair, Plumas County Board of Supervisors

Attest:

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Clerk, Plumas County Board of Supervisors

4A3-4



# PCPHA

PLUMAS COUNTY PUBLIC HEALTH AGENCY



Growing Healthy Communities

**Date:** August 20, 2020

**To:** Honorable Board of Supervisors

**From:** Andrew Woodruff

**Agenda:** Agenda Item for October 6, 2020

**Recommendation:**

- a. Approve a Resolution to Amend the FY 2020-2021 County Personnel Allocation to add a 1.00 FTE in the Health Education Coordinator I/II (Preventionist/High-risk community liaison) in Budget Unit 70560 through November 2022, and
- b. Approve a Resolution to accept Award Number COVID-19ELC32 From the California Department of Public Health, Emergency Preparedness Office to support a broad range of COVID-19/SARS-COV-2 testing and epidemiologic surveillance systems; and
- c. Approve and Direct Human Resources to recruit and hire (1) Extra-help epidemiologist – up to 29 hours/week, and (2) Extra-help contact tracer/case investigators – up to 29 hours/week.

**Background Information:** The California Department of Public Health (CDPH) is allocating \$1,607,485 to the County of Plumas. These funds are intended to provide critical resources to local health departments (LHD) in support of a broad range of COVID-19/SARS-CoV-2 testing and epidemiologic surveillance related activities, including the establishment of modernized public health surveillance systems. The work supported by ELC Enhancing Detection expands upon previous COVID-19 awards (ELC CARES and ELC Community-based Surveillance). These funds will support the public health response to COVID-19 and lay the foundation for the future of public health surveillance.

Below shows the strategy and corresponding allocation for Public Health Agency:

1. Enhance Laboratory, Surveillance and Other Workforce Capacity for local health department staffing needs to implement actions across all strategies identified by this source of funding. **\$409,865.00**.
2. Improve Public Health Surveillance and Reporting of Electronic Health Data by enhanced disease monitoring activities to identify disparities and track progress in reducing disparities over time **\$325,767.00**.



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



270 County Hospital Rd, Suite 206  
Quincy, California 95971



<http://countyofplumas.com/publichealth>

**RESOLUTION NO: 20-\_\_\_\_\_**

**RESOLUTION TO AMEND FISCAL YEAR 2020-2021 PLUMAS COUNTY POSITION  
ALLOCATION FOR THE PUBLIC HEALTH AGENCY,  
BUDGET UNIT 70560 – COVID-19ELC32**

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

**WHEREAS**, during the Fiscal Year needs may arise to amend the Position Allocation; and

**WHEREAS**, this position is necessary for Public Health's one-time Grant Award Number COVID-19ELC32 COVID testing and epidemiologic surveillance systems from May 18, 2020 through November 17, 2022; and

**WHEREAS**, this request was brought to the attention of the Human Resources Director who approves of this resolution to amend the 2020-2021 Position Allocation adding a 1.00 FTE to the Health Education series; and

**NOW, THEREFORE BE IT RESOLVED** by the Plumas County Board of Supervisors as follows: Approve the amendment to the Position Allocation for Budget Unit 70560 in Fiscal Year 2020-2021 to reflect the following:

<b>Budget Unit 70560</b>	<b>FTE</b>	<b>Change</b>	<b>New FTE</b>
Health Education Coordinator I/II or	0.00	1.00	1.00
Health Education Specialist or			
Community Outreach Coordinator			

The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board on the 6<sup>th</sup> day of October 2020 by the following vote:

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

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Chair, Board of Supervisors

**ATTEST:**

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Clerk, Board of Supervisors



# Office of the Sheriff

## Office of Emergency Services

4B

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

TODD JOHNS  
SHERIFF/CORONER  
DIRECTOR

**Date:** September 9, 2020  
**To:** Honorable Board of Supervisors  
**From:** Sheriff Todd Johns   
**RE:** Agenda Item for the Meeting of October 6, 2020

**It is recommended that the Board:**

Direct Human Resources to work with the Sheriff's Office to finalize a reorganization.

**Discussion:**

The Plumas County Sheriff's Office currently has two vacancies in management level positions (Undersheriff & Patrol Commander) because of two retirements and one appointment. Additionally, these retirements have resulted in the loss of decades of institutional knowledge in the Sheriff's Office.

The Plumas County Sheriff's Office has a broad and complex range of responsibilities to the public. In the past, the Sheriff's Office has had as many as five managers to oversee these diverse responsibilities. In recent months, the Sheriff's Office has worked to get by with three managers. This shortage of management, along with an ever-increasing workload, has resulted in many projects being set aside or in most cases given to Sergeants in order to maintain day-to-day operations. This has caused issues with Sergeant's potentially working out of class as well as not having time to provide close supervision to Deputies.

This turnover among management personnel has created an opportunity to evaluate our leadership structure and address some of the shortcomings of the existing model. Equally important, it gives us the opportunity to build future leaders for the organization.

The Sheriff's Office has two primary Divisions; Custody and Operations. Current structure includes one Commander managing each Division and these Commanders reporting to an Undersheriff. The primary shortcoming of this structure is the quantity of work in each division and lack of management coverage when the Commander is away

for training, vacation, or other required duties. Each Division also has projects that need time and attention that the Commanders simply do not have.

In light of these shortcomings, I am proposing to transition to a different model that includes the elimination of the Undersheriff, Patrol Commander, Jail Commander and Special Operations Sergeant positions. In place of these positions, I propose to create two Captain positions to oversee operations and custodial divisions; and two Lieutenant positions. One Lieutenant will be assigned to oversee the Operations division and one (non-sworn) Lieutenant will be assigned to oversee the Custodial division.

Additionally, in light of recent events (Covid-19 Pandemic, North Complex Fires), I have identified the need of an OES (Office of Emergency Services) Coordinator / Training Coordinator (Non-Sworn).

The duties and responsibilities of each division will include, but are not limited to the following:

### **Operations and Custody Divisions-**

#### **Captain(s) (2)**

##### **Essential:**

- Plans, assigns, supervises and directs activities within a division of the Sheriff's department as assigned by the Sheriff
- Selects, supervises, trains, disciplines and evaluates the performance of assigned staff
- Performs and/or supervises special investigations
- Assembles and prepares evidence for presentation in court; instructs detectives in proper investigative techniques
- Prepares administrative reports and correspondence
- Assists in developing, implementing, and enforcing operational and administrative policies and procedures
- Reviews complaints from the public and takes appropriate action
- Assists in preparation of annual budget
- Meets with community members and groups

##### **Important:**

- Performs Peace Officer duties as required
- Communicates to subordinates all pertinent matters within their area of responsibility
- Coordinates divisional activities with county departments, city, state and federal agencies; coordinates activities within the department
- Enforces federal, state and local laws, ordinances and regulations

- Acts for the Sheriff as directed
- Prepares grants for critical division functions

## **Operations Lieutenant**

### **Essential:**

- Assists with preparation and management of division's budgets
- Assigns and supervises the work of deputies in performing patrol, investigations and crime prevention work on an assigned shift
- Answers inquiries and gives general advice and guidance to station personnel and deputies
- May supervise the activities of the jail as required, and assigns the proper operation of records, identification and dispatching functions
- Assists in developing, organizing, directing, and evaluating the effectiveness of a sworn patrol unit, an investigative unit, or jail operational unit; directs and conducts criminal investigations
- May be required to investigate departmental rule and policy violations, irregular and suspicious occurrences, and recommend appropriate actions
- Assists deputies on calls of a serious nature as needed

### **Important:**

- Assists in conducting hiring interviews and selecting candidates or participates in the selection process of sworn, correctional, and support personnel
- Receives and transmits communications and instructions, assists in formulating and implementing departmental policy and procedures, assists in preparing and managing departmental budgets
- Prepares correspondence and statistical and administrative reports
- Instructs subordinates in proper law enforcement methods

## **Custody Division-**

## **Corrections Lieutenant**

### **Essential:**

- Plans, organizes and assigns work and scheduling of shifts directly and through subordinate supervisors to assure sufficient coverage of jail assignments
- Guides subordinate supervisors in performance appraisals and related personnel processes; counsels employees regarding work issues; prepares documentation and recommends disciplinary measures

- Participates in and oversees the recruitment, selection, training, development and qualification of jail staff
- Monitors, directs, reviews and may personally supervise response to a variety of situations related to jail operations, such as combative inmates, other rule infractions, and emergencies
- Reads, interprets and applies applicable laws, codes, regulations, policies, procedures and related documents pertaining to inmate rights and safety, jail operations, staff conduct, etc.
- Participates in development and management of the jail budget; prepares recommendations regarding budget needs, equipment, staffing and related; monitors expenditures
- Evaluates products and conducts procurement and provisioning for jail operations and staff

**Important:**

- Oversees jail food service and related support functions
- Prepares and/or directs the preparation and maintenance of a variety of records, reports, logs and correspondence
- Attends a variety of meetings and committees related to jail management and operations
- Participates in special studies and projects
- Performs other related duties as assigned

**OES Coordinator / Training Coordinator**

**Essential:**

- Plans, implements, coordinates and directs area-wide emergency services.
- Directs and coordinates preparation of a variety of contingency plans, in response to identification of hazards.
- Assists in planning, formulating, updating and maintaining the County Emergency Services Plan.
- Consults with and advises, and acts as liaison with various County Departments and management staff, and other regional, State and Federal agencies concerned with emergency management planning.
- Organizes and implements training programs (tabletop, functional, and full exercises) for members of County emergency team and other local entities.
- Provides advice and technical assistance to County departments on the special conditions and operating requirements that would be imposed in the event of a catastrophic disaster.

- Reviews program funding needs; obtains Federal emergency management funds, and directs the agency's participation in other State and Federal revenue programs. Oversees the preparation and administration of grant funding.
- Attends a variety of local, state and federal training programs to maintain related current and future certifications.
- Directs, plans, organizes, schedules and coordinates law enforcement training including Boat Patrol and Animal Control Divisions.
- Maintains department training equipment, updates current training curriculum, writes new training courses for certification by the Commission on Peace Officer Standards and Training (P.O.S.T.) as necessary.
- Prepare various reports on operations and activities related to training, both to the Sheriff and the Commission on Peace Officer Standards and Training (P.O.S.T.).
- Serves as the Department liaison with the Commission on Peace Officer Standards and Training (P.O.S.T.)
- Contacts and cooperate with other agencies as needed.

I believe this model will provide for a more comprehensive management of the wide range of responsibilities in each division and help the Sheriff's Office move projects forward that will increase efficiency and ensure the long-term viability of our facilities. It will provide important opportunity's for staff development; as well as expand the availability of a division manager when critical issues arise. Most importantly it will provide additional levels of supervision, that don't currently exist, that will improve public relations and reduce liability.

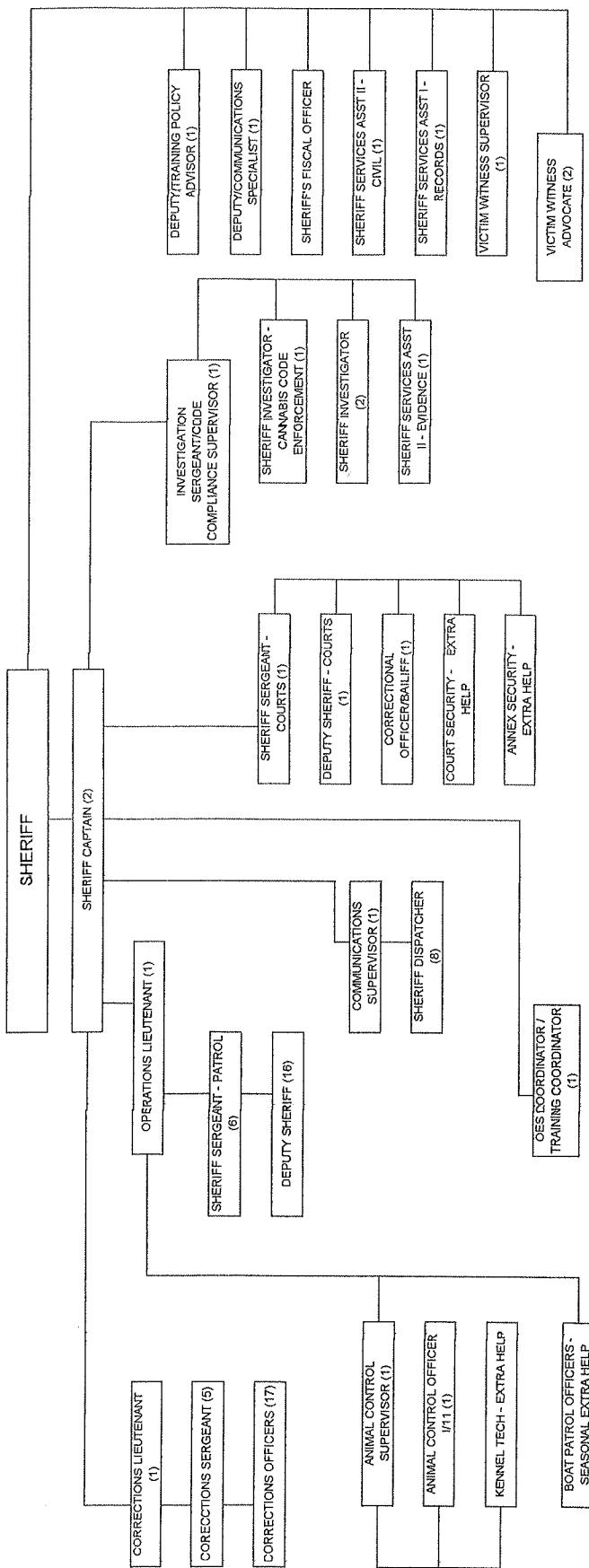
**Fiscal Impact:**

Initially, there will be a projected cost savings of \$46,443. This savings will slowly decrease over time as the Corrections Lieutenant and OES Coordinator/Training Coordinator positions will not be promoted/hired at top step.

**Recommendation:**

That the Board of Supervisors approve the following actions:

- 1- Eliminate the current Sheriff's Undersheriff Position at range 3421; Sheriff's Patrol Commander and Jail Commander positions at range 3165 and Special Operations Sergeant at 2943.
- 2- Approve two Captain positions at range 3265; one Sheriff's Lieutenant position at range 3043; and one Corrections Lieutenant (non-sworn) at range 2368.
- 3- Approve new position of OES Coordinator/Training Coordinator position at range 2000.



ORGANIZATION ESTIMATED CALCULATION

FY 20/21 (wage sheets)

UNDERSHERIFF - COST/YR RANGE 3421

Regular Wages	112,044.79
Retirement	61,561.35
Group Insurance	18,133.44
FICA/Medicare/OASDI	1,650.17
Cell Phone Allowance	960.00
Uniform Allowance	800.00
<b>TOTAL WAGES &amp; BENEFITS</b>	<b><u>195,149.75</u></b>

PATROL COMMANDER - COST/YR RANGE 3165

Regular Wages	102,639.19
Retirement	56,430.21
Group Insurance	18,133.44
FICA/Medicare/OASDI	1,513.79
Cell Phone Allowance	960.00
Uniform Allowance	800.00
<b>TOTAL WAGES &amp; BENEFITS</b>	<b><u>180,476.63</u></b>

JAIL COMMANDER - COST/YR RANGE 3165

Regular Wages	102,639.19
Retirement	56,430.21
Group Insurance	17,298.72
FICA/Medicare/OASDI	1,513.79
Cell Phone Allowance	960.00
Uniform Allowance	800.00
<b>TOTAL WAGES &amp; BENEFITS</b>	<b><u>179,641.91</u></b>

SPECIAL OPERATIONS SGT - COST/YR RANGE 2943

Regular Wages	95,447.91
Retirement	52,507.09
Group Insurance	17,298.72
FICA/Medicare/OASDI	1,409.51
Cell Phone Allowance	960.00
Uniform Allowance	800.00
<b>TOTAL WAGES &amp; BENEFITS</b>	<b><u>168,423.23</u></b>

TOTAL COST - ELIMINATED POSITIONS

**723,691.52**

CAPTAIN - COST/YR RANGE 3265

Regular Wages	105,882.48
Retirement	57,763.13
Group Insurance	17,298.72
FICA/Medicare/OASDI	1,560.82
Cell Phone Allowance	960.00
Uniform Allowance	800.00
<b>TOTAL WAGES &amp; BENEFITS</b>	<b><u>184,265.15</u></b>
	<u>x2</u>
	<b><u>368,530.30</u></b>

**LIEUTENANT - COST/YR RANGE 3043**

Regular Wages	98,720.64
Retirement	53,856.06
Group Insurance	17,298.72
FICA/Medicare/OASDI	1,456.97
Cell Phone Allowance	960.00
Uniform Allowance	800.00
<b>TOTAL WAGES &amp; BENEFITS</b>	<b><u>173,092.39</u></b>

**CORRECTIONS LIEUTENANT - COST/YR RANGE 2368**

Regular Wages	63,182.88
Retirement	18,323.04
Group Insurance	18,133.44
FICA/Medicare/OASDI	4,887.04
Uniform Allowance	700.00
<b>TOTAL WAGES &amp; BENEFITS</b>	<b><u>105,226.40</u></b>

**OES/TRAINING COORDINATOR -COST/YR RANGE 2000 C step**

Regular Wages	46,040.40
Retirement	12,338.83
Group Insurance	17,298.72
FICA/Medicare/OASDI	3,635.70
Cell Phone Allowance	960.00
Uniform Allowance	525.00
<b>TOTAL WAGES &amp; BENEFITS</b>	<b><u>80,798.65</u></b> @ 50%
	<b><u>40,399.33</u></b>

**TOTAL COST OF PROPOSED POSITIONS** **687,248.42****PROJECTED OVERTIME SAVINGS** **10,000.00****TOTAL PROPOSED SAVINGS** **46,443.11****NOTATIONS**

All calculations based on 2088 hours  
All calculations using FY 20/21 retirement %  
All calculations at family insurance rate

# PLUMAS COUNTY DEPARTMENT OF PUBLIC WORKS

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



## AGENDA REQUEST

For the October 6, 2020 meeting of the Plumas County Board of Supervisors

September 28, 2020

To: Honorable Board of Supervisors

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

Subject: Authorization for the Public Works/Road Department to fill the vacancy of One (1) FTE PW Maintenance Worker position in the Beckwourth Maintenance District, discussion and possible action

### Background:

On September 20, 2020, one (1) FTE PW Maintenance Worker resigned from the Department effective September 20, 2020 in the Beckwourth Maintenance District.

The Department is requesting to fill this position.

This position is funded and allocated in the proposed FY20/21 budget of the Department of Public Works.

The completed Critical Staffing Questionnaire and Departmental Organizational Chart are attached.

### Recommendation:

The Director of Public Works respectfully recommends that the Board of Supervisors authorize the Department to fill the vacancy of one (1) FTE PW Maintenance Worker in the Beckwourth Maintenance District.

## QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

### **Public Works Maintenance Worker I/II Worker Position Beckwourth**

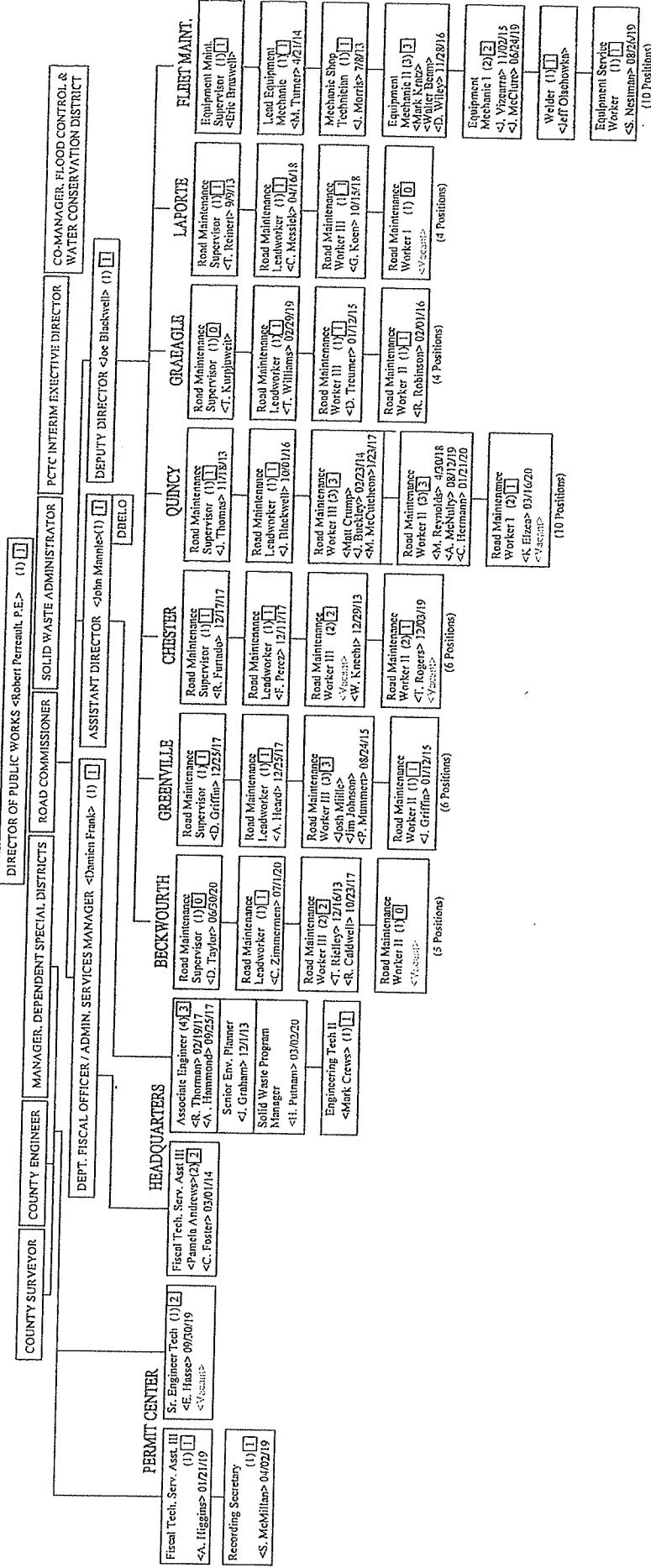
- Is there a legitimate business, statutory or financial justification to fill the position?  
**Maintenance Workers are the workforce for maintenance and construction work on county roads and bridges.**
- Why is it critical that this position be filled at this time?  
**Maintenance Workers are subject to 24 hour “call out” for road related emergencies and snow removal.**
- How long has the position been vacant?  
**Effective 9/20/2020.**
- Can the department use other wages until the next budget cycle?  
**The department’s wage and benefits portion of the 20/21 budget includes funds for this position.**
- What are staffing levels at other counties for similar departments and/or positions?  
**No specific research has been performed for this position. Generally speaking, however, past research tasks have identified Plumas County as being consistent with neighboring Counties.**
- What core function will be impacted without filling the position prior to July 1?  
**At a minimum, there will be a negative impact to the ability of the Maintenance District to conduct its snow removal duties**
- What negative fiscal impact will the County suffer if the position is not filled prior to July 1? **None**
- A non-general fund department head need to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding. What impact will this reduction plan have to other County departments? **None**
- Does the department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions? **No**
- Does the budget reduction plan anticipate the elimination of any of the requested positions? **No**
- Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support? **None**
- Does the department have a reserve? **Yes** If yes, provide the activity of the department’s reserve account for the last three years?

17/18 (\$600,000)

18/19 \$600,000

19/20 \$0

PLUMAS COUNTY DEPARTMENT OF PUBLIC WORKS  
ORGANIZATION CHART



Director of Public Works  
Revision Date: 09/23/20

*4c2*

## PLUMAS COUNTY DEPARTMENT OF PUBLIC WORKS

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

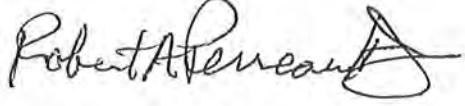


### AGENDA REQUEST

For the October 6, 2020 meeting of the Plumas County Board of Supervisors

September 28, 2020

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works 

Subject: Authorization for the Public Works/Road Department to fill the vacancy of One (1) FTE PW Maintenance Worker position in the LaPorte Maintenance District, discussion and possible action

#### Background:

One (1) FTE PW Maintenance Worker has been terminated from the Department effective September 24, 2020 in the LaPorte Maintenance District.

The Department is requesting to fill this position.

This position is funded and allocated in the proposed FY20/21 budget of the Department of Public Works.

The completed Critical Staffing Questionnaire and Departmental Organizational Chart are attached.

#### Recommendation:

The Director of Public Works respectfully recommends that the Board of Supervisors authorize the Department to fill the vacancy of one (1) FTE PW Maintenance Worker in the LaPorte Maintenance District.

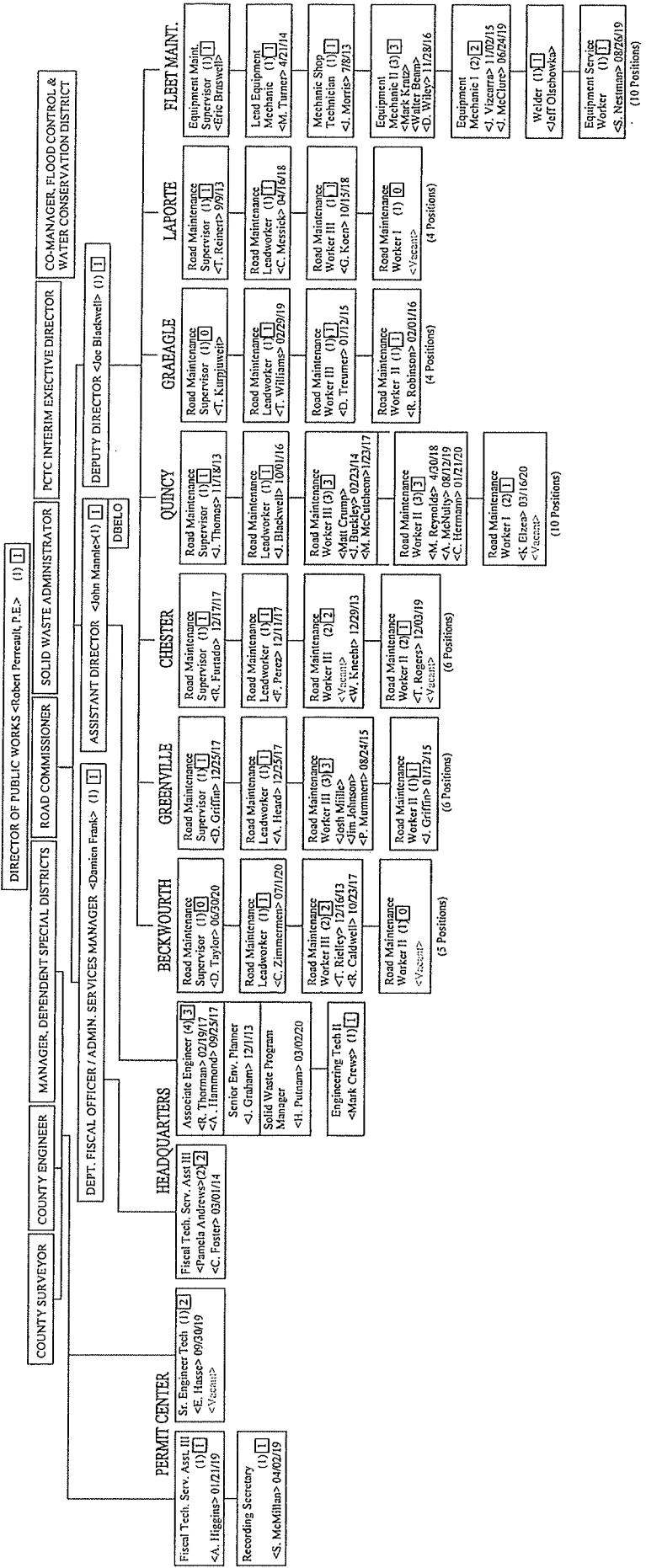
## QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

### Public Works Maintenance Worker I/II Worker Position LaPorte

- Is there a legitimate business, statutory or financial justification to fill the position?  
**Maintenance Workers are the workforce for maintenance and construction work on county roads and bridges.**
- Why is it critical that this position be filled at this time?  
**Maintenance Workers are subject to 24 hour “call out” for road related emergencies and snow removal.**
- How long has the position been vacant?  
**Effective 9/24/2020.**
- Can the department use other wages until the next budget cycle?  
**The department’s wage and benefits portion of the 20/21 budget includes funds for this position.**
- What are staffing levels at other counties for similar departments and/or positions?  
**No specific research has been performed for this position. Generally speaking, however, past research tasks have identified Plumas County as being consistent with neighboring Counties.**
- What core function will be impacted without filling the position prior to July 1?  
**At a minimum, there will be a negative impact to the ability of the Maintenance District to conduct its snow removal duties**
- What negative fiscal impact will the County suffer if the position is not filled prior to July 1? **None**
- A non-general fund department head need to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding. What impact will this reduction plan have to other County departments? **None**
- Does the department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions? **No**
- Does the budget reduction plan anticipate the elimination of any of the requested positions? **No**
- Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support? **None**
- Does the department have a reserve? **Yes** If yes, provide the activity of the department’s reserve account for the last three years?

17/18 (\$600,000)      18/19 \$600,000      19/20 \$0

PLUMAS COUNTY DEPARTMENT OF PUBLIC WORKS  
ORGANIZATION CHART



Director of Public Works  
Revision Date: 09/23/20



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

# Plumas-Sierra Counties

## Department of Agriculture

### Agricultural Commissioner Sealer of Weights and Measures



5A  
208 Fairgrounds Road  
Quincy, CA 95971  
Phone: (530) 283-6365  
Fax: (530) 283-4210

**Date:** September 21, 2020

**To:** Honorable Board of Supervisors

**From:** Tim Gibson A handwritten signature of Tim Gibson.

**Re:** Notice of Retirement

Please accept this letter as official notice of my retirement as Agricultural Commissioner Sealer of Weights and Measures effective 5 pm, December 30, 2020.

The time has come for me to step away and let somebody new fill the position. I have enjoyed working with the wonderful people who comprise the agricultural community of Plumas and Sierra Counties for the past 19 years.

I thank the Board and the citizens of Plumas and Sierra Counties for the opportunity to serve as your Agricultural Commissioner and Sealer of Weights and Measures.

5B

<u>APPLICATION</u>	<u>APPLICANT</u>	<u>CATEGORY/PROJECT</u>	<u>AMOUNT REQUESTED</u>
1	Plumas County Sheriff OES Radio Tower and Vault Project Public Safety Communications Infrastructure Development and Upgrades	II	\$ 71,875
2	Plumas County Sheriff Search & Rescue Related Activities	II	\$ 50,000
3	Plumas County Wildfire Prevention	III/IV	\$ 65,000
		<b>TOTAL</b>	<b>\$ 186,875</b>

**Category I**

*Carry out activities under the Firewise Communities program to provide to homeowners in fire-sensitive ecosystems education on, and assistance with implementing techniques in home siting, home construction, and home landscaping that can increase the protection of people and property from wildfires*

**Category II**

*Reimburse the participating county for search and rescue and other emergency services, including firefighting, that are (a) performed on Federal land after the date on which the use was approved or (b) paid for by the participating county*

**Category III**

*Develop community wildfire protection plans in coordination with the Secretary of Agriculture*

**DEPOSIT PERMIT**

COUNTY OF PLUMAS, STATE OF CALIFORNIA

THE TREASURER HAS RECEIVED FOR DEPOSIT

From: State of California

Date: April 22, 2020

The Sum of: Two Million Four Hundred Fifty Seven Thousand Five Hundred Forty Five and 79/100 Dollars:

Dollars: \$2,457,545.79

Receipt #(s): DIRECT DEPOSIT

By: \_\_\_\_\_  
(signature)

Certified into the County Treasury under

Section 27008, Gov't Code.

### County Auditor/Controller

Date:

Coin			\$0.00
Currency			\$0.00
Check			\$0.00
Direct Dep.			

By: John Doe

Union Bank	0000010 10100
Plumas Bank	0000010 10101
Plumas Bank Inv	0000010 10110

### County Treasurer/Tax Collector

Deposit #

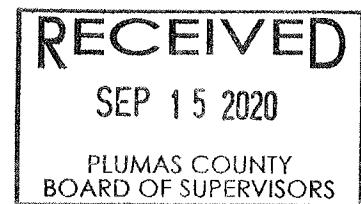
Date:

(original-Auditor, one copy-Treasurer, one copy-Depositor)

# APPLICATION 1

## 2020 Title III, Secure Rural Schools and Community Self-Determination Act Plumas County

1.	<b>Project Title:</b> Plumas Co. Sheriff's Office Radio Tower and Vault Project	
	<b>Group Submitting Project:</b> Plumas Co. Sheriff's Office	
	<b>Requested Grant Amount:</b> \$71,875.33	<b>Funding Period:</b> 2020-2023
	<b>Contact Name:</b> U/S Chad Hermann	
	<b>Address:</b> 1400 E Main St Quincy, CA	
	<b>Phone:</b> 530-283-6390	
	<b>E-Mail:</b> chermann@pcso.net	



## 2020 Title III, Secure Rural Schools and Community Self-Determination Act Plumas County

2. **Project Summary** The FCC mandate to narrowband all land mobile radio system in frequency bands used by the Sheriff's Office and Plumas County public safety agencies had a dramatic negative affect on public safety radio reception and transmission coverage. In fact upwards of 30% of the area coverage available has disappeared after narrow banding was implemented and other areas have very diminished communications. Virtually all the areas that lost or diminished coverage are on USFS lands.

The loss of coverage has affected Search and Rescue (SAR) responses more than any other type of call for service. Almost exclusively, the areas impacted with reduced communications are on USFS lands. Now, many times we find that during SAR calls there is no communications available that can reliably reach the Sheriff's Office dispatch center directly. While at times these communication needs are routine, in almost every SAR call the victim is found and the needed radio communications becomes critical. Now this may require someone to drive, or walk, for miles to get to a place the radio works. This problem, obviously, can have a very negative affect on SAR personnel who may get hurt and can't immediately get help of for the follow-up needs of the victims that are the source of the original call for service.

The obvious fix is to move back to wide band mode and recover the coverage lost in our communication systems. This is not an option as the law no longer allows wide band radio emissions and the penalties for using wide band emissions is very high. The only viable option to fix this communication problem is to build sites with better coverage than what is available now, tie the communication system to the microwave network we have already built out and start a transition to digital radio transmissions. All of these fixes combined together will make for improved communications as proven by other agencies with similar needs and topography.

This grant application will help move forward plans to fix radio communication lost in remote areas of the county on lands managed by the USFS.

**2020 Title III, Secure Rural Schools and Community Self-Determination Act  
Plumas County**

**3. How does the project address the activities authorized by Title III? Check all that apply:**

*I. Carry out activities under the Firewise Communities program to provide to homeowners in fire-sensitive ecosystems education on, and assistance with implementing, techniques in home siting, home construction, and home landscaping that can increase the protection of people and property from wildfires.*

*II. Reimburse the participating county for search and rescue and other emergency services, including firefighting, that are (a) performed on Federal land after the date on which the use was approved and (b) paid for by the participating county.*

*III. Develop community wildfire protection plans in coordination with the Secretary of Agriculture.*

**Explain:** To achieve an acceptable level of search and rescue related services, reliable communications are essential. New, update towers and vaults need to be added to critical sites to help re-establish areas that have lost communication capabilities. A lack of communications in remote areas is dangerous for first responders to SAR related calls and detrimental to the search, rescue and treatment of the victims that need help. This project continues to build on similar work started with previous grants

**2020 Title III, Secure Rural Schools and Community Self-Determination Act  
Plumas County**

4. Project Workplan: Continue to pursue special use permits and partner governmental agencies to bring the project to completion. The federal permit process is lengthy and cumbersome, but there is buy in from federal agencies that have put the process on a faster track. Final approvals are expected soon and new special use permits will be submitted for additional projects.

Once the permit is in hand, build out should only take about four months, weather permitting. It is our goal to contact for services for all projects using the same vendor to streamline the project timeline.

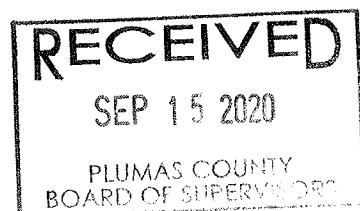
5 Project Budget:

Purchase, and Install Radio Vaults and Towers	\$71,875.33
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# APPLICATION 2

## 2020 Title III, Secure Rural Schools and Community Self-Determination Act Plumas County

<b>1.</b>	<b>Project Title:</b> Plumas Co. Sheriff's Office Search and Rescue Reimbursement Project	
	<b>Group Submitting Project:</b> Plumas Co. Sheriff's Office	
	<b>Requested Grant Amount:</b> \$50,000	<b>Funding Period:</b> 2020-2023
		<b>Contact Name:</b> U/S Chad Hermann
		<b>Address:</b> 1400 E Main St Quincy, CA
		<b>Phone:</b> 530-283-6390 <b>E-Mail:</b> chermann@pcso.net
<b>2.</b>	<b>Project Summary</b> The Plumas County Sheriff's Office and Plumas County Search and Rescue are the primary responders to all search and rescue (SAR) related missions within the County. Due to the significant amount of federal land in the County, almost all SAR related calls end up being on USFS controlled land. The Plumas County Sheriff's Office Dispatch Center coordinated response to these calls with all agencies, within and outside of Plumas County.  With current economic issues, many times available personnel to handle these calls are lacking and the missions are not staffed adequately without depleting overtime funding. In addition, there are other, non-salary related costs involved in these responses, such as vehicle and equipment repair or replacement, that are otherwise not specifically funded. The costs of SAR operations would tax the existing budget and threaten general law enforcement service responses. The Sheriff's Office is seeking these funds to adequately respond to SAR related calls on federal land with enough staff and proper equipment to handle the mission. This provides the best service possible with available resources for the residents and visitors to Plumas County in a timely and professional manner during these emergencies.	



**2020 Title III, Secure Rural Schools and Community Self-Determination Act  
Plumas County**

**3. How does the project address the activities authorized by Title III? Check all that apply:**

*I. Carry out activities under the Firewise Communities program to provide to homeowners in fire-sensitive ecosystems education on, and assistance with implementing, techniques in home siting, home construction, and home landscaping that can increase the protection of people and property from wildfires.*

*II. Reimburse the participating county for search and rescue and other emergency services, including firefighting, that are (a) performed on Federal land after the date on which the use was approved and (b) paid for by the participating county.*

*III. Develop community wildfire protection plans in coordination with the Secretary of Agriculture.*

**Explain:** The Plumas County Sheriff's Office is responsible for all SAR related activities in Plumas County. Both paid and volunteer resources respond to SAR related calls on federal lands, with the response coordinated through the Sheriff's Office Dispatch Center. The Sheriff's Office is seeking reimbursement for actual expenses incurred during the SAR calls on USFS lands, as well as other related emergency responses, which include wildfire evacuations. This includes wages and benefits for those involved Sheriff's employees, mileage, fuel, repair or replacement of equipment damaged or destroyed, and training of department personnel. In addition, this application will provide funding for a track system for a side by side UTV used exclusively for SAR activities to enhance winter response related activities.

**2020 Title III, Secure Rural Schools and Community Self-Determination Act  
Plumas County**

4. **Project Workplan:** By using established financial tracking mechanisms currently in place within the Sheriff's Office, the Sheriff will use these funds to cover salaries and benefits of Sheriff Office employee's involved in the dispatch, and response to SAR and other related emergency calls on federal lands. The funds will also be used to reimburse actual expenses incurred in these missions as they relate to vehicle repair, replacement, fuel, purchase side by side UTV track system, and incidental expenses and repairing or replacing damaged or destroyed SAR equipment.

The utilization of these funds allows the Sheriff's Office to staff and support missions effectively without undue negative impact on existing budgets, which have already been reduced to a point where basic services are in jeopardy.

**2020 Title III, Secure Rural Schools and Community Self-Determination Act  
Plumas County**

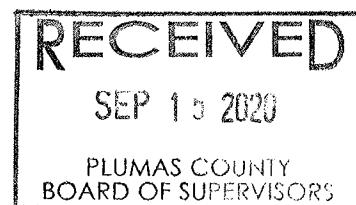
**5 Project Budget:**

<b>Salaries and benefits</b>	<b>\$25,000</b>
<b>Side by side Track system</b>	<b>\$12,000</b>
<b>Equipment repair and replacement</b>	<b>\$6,500</b>
<b>Vehicle Repair, Maintenance and Fuel</b>	<b><u>\$6,500</u></b>
<b>Total</b>	<b>\$50,000</b>

# APPLICATION 3

## 2020 Title III, Secure Rural Schools and Community Self-Determination Act Plumas County

<b>1.</b>	<b>Project Title:</b> Plumas County Wildfire Prevention	
	<b>Group Submitting Project:</b> Plumas County Office of Emergency Services	
	<b>Requested Grant Amount:</b> \$ <u>65,000</u>	<b>Funding Period:</b> <u>2020</u> to <u>2023</u>
		<b>Contact Name:</b> U/S Chad Hermann
		<b>Address:</b> 1400 E Main St Quincy, CA
		<b>Phone:</b> 530-283-6375
	<b>E-Mail:</b> chermann@pcso.net	
<b>2.</b>	<b>Project Summary</b>  This project continues wildfire prevention, planning, mitigation and response efforts throughout Plumas County by assisting, creating and updating community wildfire protection plans, fire prevention planning, outreach and education, and ongoing activities of the Fire Prevention Specialist.	



**2020 Title III, Secure Rural Schools and Community Self-Determination Act**  
**Plumas County**

**3. How does the project address the activities authorized by Title III? Check all that apply:**

*I. Carry out activities under the Firewise Communities program to provide to homeowners in fire-sensitive ecosystems education on, and assistance with implementing, techniques in home siting, home construction, and home landscaping that can increase the protection of people and property from wildfires.*

*II. Reimburse the participating county for search and rescue and other emergency services, including firefighting, that are (a) performed on Federal land after the date on which the use was approved and (b) paid for by the participating county.*

*III. Develop community wildfire protection plans in coordination with the Secretary of Agriculture.*

**Explain:**

See project work plan below.

## **2020 Title III, Secure Rural Schools and Community Self-Determination Act Plumas County**

### **4. Project Workplan:**

- Continue liaison and coordination work with Plumas County Firesafe Council, Plumas County Fire Chief's Association, existing Fire Protection (or service) Districts, Cal Fire, US Forest Service and other fire prevention agencies by regularly attending meetings, providing updates, developing reports and providing wildfire prevention information and knowledge as appropriate.
- Work to increase the number of Firewise Communities throughout Plumas County through education and outreach to the local fire departments, various community organizations and the public.
- Provide wildfire prevention consultation and advice to the Plumas County Planning and Building Departments and the Plumas County Planning Commission. Review and comment on various plans and documents including but not limited to the Plumas County General Plan, Multi-hazard Mitigation Plan, Emergency Operations Plan and other documents as appropriate.
- Facilitate creation on wildfire evacuation plans and work directly with the Plumas County GIS Department to create related maps. Work with commercial printers to print related maps and supporting material for dissemination to individuals in project areas.
- Facilitate the creation of public safety evacuation maps for use for wildfire events. Current mapping used for this need is insufficient as it was created decades ago. Updating maps to reflect the most current road and address information is needed. This work will be performed by the county GIS department.
- Facilitate input from Plumas County Fire Departments regarding the Community Wildfire Protection Plan (CWPP) and Firewise Community development and assist Plumas County Fire Safe Council in coordinating, reviewing, and updating the CWPP.
- Work with Fire Safe Council, local fire departments, community leaders and organizations to develop wildfire prevention strategies and mitigation measures.
- Provide updates to the Plumas County Board of Supervisors during a regularly scheduled and publicly held Board meetings.
- Develop and implement action plans to provide homeowner education and outreach for properties located outside existing fire protection district boundaries.
- Reimbursement for response and support to wildfire incidents threatening local communities.

**2020 Title III, Secure Rural Schools and Community Self-Determination Act  
Plumas County**

**5 Project Budget:**

Ongoing activities and continuing contract with Fire Prevention Specialist: \$45,000

GIS Services(Fire Map Design), Printing, Public Meeting Materials      \$20,000

Total      \$65,000