

## Board of Supervisors

J. Merced Corona, District I,  
Vice Chair  
Daurice K. Smith, District II  
Kent S. Boes, District III  
Gary J. Evans, District IV, Chair  
Denise J. Carter, District V



## County of Colusa

Wendy G. Tyler, CAO/Clerk to the  
Board of Supervisors/Risk Manager  
Ann Nordyke, Chief Deputy Clerk  
Patricia Rodriguez, Deputy Clerk  
Melissa Kitts, Deputy Clerk  
(530) 458-0508/0509/0735  
FAX (530) 458-0510  
colusacountyca.igam2.com  
[www.countyofcolusa.org](http://www.countyofcolusa.org)

### COLUSA COUNTY BOARD OF SUPERVISORS

#### Minutes

August 31, 2021

Board Chambers  
546 Jay Street, Suite 108  
Colusa, CA 95932

The Board of Supervisors of the County of Colusa, State of California meets in Regular Session this 31<sup>st</sup> day of August 2021 at the hour of 9:00 a.m. Present: Supervisors Daurice K. Smith, Kent S. Boes, Denise J. Carter, J. Merced Corona and Gary J. Evans.

Opening Prayer - Pledge of Allegiance

#### PERIOD OF PUBLIC COMMENT

Mr. Marvel speaks to the facial covering mandate and the County Health Officer.

#### REPORT OUT OF AUGUST 17, 2021 CLOSED SESSION

1. EMPLOYEE PERFORMANCE EVALUATION  
California Government Code Section 54957 (b) Title: Public Health Officer  
Counsel states direction given to staff.
2. CONFERENCE WITH LABOR NEGOTIATOR  
Pursuant to California Government Code §54957.6  
Designated Negotiator: Dr. Jolene E. Church, Human Resources Director  
Employee Organizations: All Units  
Counsel states direction given to staff.

#### ANNOUNCEMENT OF CLOSED SESSION

Counsel announces Closed Session Item as follows:

1. Conference with Legal Counsel-Anticipated Litigation pursuant to Government Code Section 54956.9(b)-One Case.

#### I. STAFF REPORTS

Ms. Church announces the following individuals received Kudo cards for the month of July as follows:

---

<u>EMPLOYEE</u>	<u>DEPARTMENT</u>
Paul Spencer	Probation
Andrea Navarro	Auditor's
Margaret Van Warmerdam	Auditor's
Samantha Orozco	Probation
Verena Garvin	DHHS

The card selected for a \$25.00 gift certificate to a Colusa County vendor for July was Samantha Orozco.

Mr. O'Neill speaks to items pertaining to Behavioral Health services in the jail.

Ms. Kelly provides an update on COVID-19 matters.

Mr. Prentice states this is his last meeting and says it was an honor to serve the County.

II. Chair Evans makes time for a Proclamation acknowledging David Brian Whitesell Upon his Retirement as Manager of the Colusa Mosquito Abatement District and reads the following into the record:

"PROCLAMATION OF THE COLUSA COUNTY BOARD OF SUPERVISORS  
ACKNOWLEDGING DAVID BRIAN WHITESELL UPON HIS RETIREMENT AS MANAGER  
OF THE COLUSA MOSQUITO ABATEMENT DISTRICT

**WHEREAS**, David Whitesell began his career as a mosquito control technician with the Sutter Yuba Mosquito Abatement District working for Manager Gene Kauffman.

**WHEREAS**, Mr. Whitesell was hired with the Colusa Mosquito Abatement District in May of 1985 as a Mosquito Control Technician.

**WHEREAS**, Mr. Whitesell was promoted to District Manager in July of 1986, where he replaced outgoing Manager Ken Whitesell.

**WHEREAS**, Mr. Whitesell went through the ranks within the Northern California Region, of mosquito control districts, becoming President of the Mosquito and Vector Control Association of California, in 1999.

**WHEREAS**, Mr. Whitesell sought reform of Colusa National Wildlife Refuge irrigation practices.

**WHEREAS**, Mr. Whitesell was instrumental in implementing the Cooperative Agreements with wetland owners within the Colusa Mosquito Abatement District boundaries for reimbursement towards the control of mosquitoes they produce.

**WHEREAS**, Mr. Whitesell not only was managing the district, but preformed countless hours of mosquito control efforts, operating an RP 2000 ULV Cold Fogger, during months of high mosquito production.

**WHEREAS**, Mr. Whitesell amassed countless hours of training from the California Department of Public Health to maintain his Gold Card license certification.

**WHEREAS**, Mr. Whitesell spearheaded the Colusa Mosquito Disease Control Tax in 2014, which passed by a resounding 89.9%.

---

**WHEREAS**, Mr. Whitesell was raised and still resides in Colusa with his wife, Kathie, two sons, their wives, and five grandchildren. He now announces his retirement from the Colusa Mosquito Abatement District after 36 years.

**NOW, THEREFORE, BE IT RESOLVED** the Colusa County Board of Supervisors and the Colusa Mosquito Abatement District Board of Supervisors does hereby honor David Brian Whitesell upon his retirement as Manager for the Colusa Mosquito Abatement District and extends their sincere appreciation for his unwavering dedication and exemplary service to the citizens within the Colusa Mosquito Abatement District.

PASSED AND ADOPTED this 31<sup>st</sup> day of August, 2021".

BOARD OF SUPERVISORS/COLUSA MOSQUITO ABATEMENT DISTRICT

1. Adopt a Proclamation Honoring David Brian Whitesell upon his retirement as Manager of the Colusa Mosquito Abatement District.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Boes
<b>SECONDER:</b>	Carter
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

**CONSENT AGENDA**

Chair Evans makes time for approval of Consent Agenda Item No.'s 1 through 11.

Supervisor Boes requests to pull Consent Item No. 6 and Supervisor Corona requests to pull Consent Item No. 7.

Chair Evans so directs.

1. BOARD OF SUPERVISORS  
Approve the Minutes from the August 3<sup>rd</sup> and August 17<sup>th</sup> Regular meeting, and the August 24, 2021 Special meeting.
  2. APPOINTMENT/AIRPORT ADVISORY COMMITTEE  
Reappoint John Hamill to the Colusa County Airport Advisory Committee to serve a 4-year term effective September 1, 2021 through August 31, 2025. **(Application received: John Hamill)**
  3. APPOINTMENT/COLUSA CEMETERY DISTRICT  
Appoint Laurie Waters to the Colusa Cemetery District, effective August 31, 2021 through January 26, 2023. **(Application received: Laurie Waters)**
  4. APPOINTMENT/CORTINA CREEK FLOOD CONTROL & FLOOD WATER CONSERVATION DISTRICT  
Appoint Leslie Marsh to the Cortina Creek Flood Control and Flood Water Conservation District, effective August 31, 2021 through August 30, 2025. **(Application received: Leslie Marsh)**
  5. COMMUNITY DEVELOPMENT DEPARTMENT/PLANNING & BUILDING  
Adopt **Resolution No. 21-043** authorizing the recordation of Parcel Map No. 19-7-
-

- 1, Amardev Singh Jouhal and authorize the Surveyor to record same.
8. PURCHASING AND PROCUREMENT/PUBLIC HEALTH  
Ratify Contract No. **C21-157**, Amendment No. 1 with the **County of Glenn, through its Health and Human Services Agency**, for shared costs involved in keeping the pre-hospital communications repeater on Mount Saint Johns active.
9. AG COMMISSIONER  
Approve Contract No. **C21-158** Cooperative agreement (No. 21-0330-000-SA) with the **California Department of Food and Agriculture (CDFA)** for the Nursery Inspection Program, effective July 1, 2021.
10. PURCHASING AND PROCUREMENT/HOMELAND SECURITY  
Approve purchase of three APX6000 Motorola Portable Radios from Sutter Buttes Communications, Inc. utilizing CMAS contract 17724-HGAC (TX) in the amount of \$12,760.58 and authorize Purchasing Agent to sign the purchase order.
11. HEALTH AND HUMAN SERVICES/PERSONNEL  
Revisit Resolution No. 20-008, an Interim Resolution Establishing Temporary Personnel Policies due to COVID-19.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Carter
<b>SECONDER:</b>	Smith
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

Chair Evans makes time for Consent Item No. 6.

6. COMMUNITY DEVELOPMENT DEPARTMENT/PLANNING & BUILDING  
Adopt **Resolution No. 21-044** authorizing recordation of Parcel Map No. 20-06, James Henry Holiday and authorize the Surveyor to record same.

Comments received by Ms. Nordyke and Mr. Plucker.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Boes
<b>SECONDER:</b>	Corona
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

Chair Evans makes time for Consent Item No. 7.

7. SHERIFF/DRUG ENFORCEMENT  
Approve out-of-state travel for three (3) Colusa County Task Force Members to attend the California Narcotics Officers Association 57<sup>th</sup> Annual Training Institute & Law Enforcement Exposition in Reno, NV from November 19-23, 2021.

Comments received by Mr. Navarro and Mr. Ruiz.

---

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Corona
<b>SECONDER:</b>	Carter
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

9:30 a.m. **PUBLIC HEARING**

Chair Evans makes time for a Public Hearing and adoption of a Resolution to approve the submittal of a Program Income Only CDBG application for the Stonyford Community Hall Association Auxiliary (storage) room grant project.

Comments received by Mr. Plucker.

9:35 a.m. Chair Evans opens the Public Hearing and calls for public comment. Hearing none, Chair Evans closes the Public Hearing.

COMMUNITY DEVELOPMENT/PLANNING & BUILDING

1. Approve **Resolution No. 21-045** to approve the submittal of a Program Income Only CDBG application for the Stonyford Community Hall Association auxiliary (storage) room grant project.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Corona
<b>SECONDER:</b>	Smith
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

9:36 a.m. Supervisor Boes recuses himself due to his position on the Karen's House Board and leaves the room.

9:36 a.m. (9:30 a.m. Item on the Agenda)

**PUBLIC HEARING**

Chair Evans makes time for a Public Hearing and adoption of a Resolution to approve the submittal of a Program Income Only Community Development Block grant application for the Karen's House Home for Abused Women and Children Loan Project.

Comments received by Mr. Plucker.

9:38 a.m. Chair Evans opens the Public Hearing and calls for public comment.

Ms. Hackett states they have been working very hard for this project as there is great need in the County and asks for the Board's support.

9:39 a.m. Chair Evans calls for further public comment and hearing none, Chair Evans closes the Public Hearing.

COMMUNITY DEVELOPMENT/PLANNING & BUILDING

2. Adopt **Resolution No. 21-046** to approve the submittal of a Program Income Only Community Development Block Grant application for the Karen's House, Home for Abused Women and Children Loan Project.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Smith
<b>SECONDER:</b>	Carter
<b>AYES:</b>	Evans, Corona, Smith, Carter
<b>ABSENT:</b>	Boes

9:41 a.m. Supervisor Boes rejoins the session and is now seated.

Chair Evans inquires if Section IV, Items 1 through 6 can be approved in one motion.

Counsel states Item's 1 through 5 may be approved in one motion.

Ms. Church states the applicant on Item No. 5 has withdrawn, therefore no action will be needed on Item No. 5 and may be stricken from the agenda.

Chair Evans so directs.

#### **IV. HUMAN RESOURCES/WELFARE ADMINISTRATION**

1. Approve a Step 3 appointment for Jaye Kimbell, Eligibility Specialist I, MSC Range 13, \$2,900 per month, effective her date of hire. **(4/5th vote required)**

2. Approve a Step 3 appointment for Kristen Gresham, Eligibility Specialist I, MSC Range 13, \$2,900 per month, effective her date of hire. **(4/5th vote required)**

3. Approve a Step 4 appointment for Sara Eddington, Eligibility Specialist I, MSC Range 13, \$3,048 per month, effective her date of hire. **(4/5th vote required)**

4. Approve a Step 4 appointment for Kenneth Morrow, Eligibility Specialist I, MSC Range 13, \$3,048 per month, effective his date of hire. **(4/5th vote required)**

~~5. Approve a Step 6 appointment for Takiyah Gibbs, Eligibility Specialist I, MSC Range 13, \$3,368 per month, effective her date of hire. **(4/5th vote required)**~~

Comments received by Ms. Church.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Carter
<b>SECONDER:</b>	Boes
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

#### **HUMAN RESOURCES/WELFARE ADMINISTRATION**

6. Approve salary range adjustments for the classifications of Eligibility Specialists effective September 1, 2021 as follows: Eligibility Specialist I from MSC13 (\$2,626 - \$3,368) to MSC17 (\$2,900 - \$3,719); Eligibility Specialist II from MSC17 (\$2,900 - \$3,719) to MSC21 (\$3,204 - \$4,108); Eligibility Specialist III from MSC21 (\$3,204 - \$4,108) to MSC25 (\$3,539 - \$4,537).

Comments received by Ms. Church and Ms. Kelly.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Carter
<b>SECONDER:</b>	Smith
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

HUMAN RESOURCES/BEHAVIORAL HEALTH

7. Approve the following actions to be effective September 1, 2021:

A. Delete the existing classification of Therapist I; change the title of the existing "Therapist II" to "Therapist I"; change the title of the existing "Therapist III" to "Therapist II; approve the new classification of Therapist III and allocate to CCEA Professional Unit; further, approve the revised job description to create a flexibly staffed Therapist I/II/III (Senior) classification at the following salary ranges: Therapist I: PF34 (\$4,468 - \$5,724), Therapist II: PF38 (\$4,933 - \$6,319), Therapist III: PF42 (\$5,447 - \$6,977)

B. Change the title of the existing "Quality Assurance Coordinator" to "Quality Assurance Coordinator I"; approve the new classification of Quality Assurance Coordinator II and allocate to CCEA Professional Unit; further, approve the revised job description to create a flexible staffed Quality Assurance Coordinator I/II classification at the following salary ranges: Quality Assurance Coordinator I: PF44 (\$5,724 - \$7,331), Quality Assurance Coordinator II: PF46 (\$6,014 - \$7,703)

C. Change the title of the existing "Clinical Program Manager" to "Clinical Program Manager I"; approve the new classification of Clinical Program Manager II and allocate to CCMC; further, approve the revised job description to create a flexibly staffed Clinical Program Manager I/II at the following salary ranges: Clinical Program Manager I: MGT24 (\$6,179 - \$7,914), Clinical Program Manager II: MGT28 (\$6,822 - \$8,738)

D. Delete the AOD Administrator allocation for the FY 21-22 Budget and replace with the Clinical Program Manager I/II classification

E. Amend the Position Allocation Schedule for the Department of Behavioral Health Services (4013) with the above changes

Comments received by Ms. Church and Mr. O'Neill.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Carter
<b>SECONDER:</b>	Smith
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

HUMAN RESOURCES/COMMUNITY DEVELOPMENT DEPARTMENT

8. Approve a Step 5 appointment for Tracy Bybee, Building Inspector II, MSC Range 33, \$5,265 per month, effective her date of hire. **(4/5th vote required)**

Comments received by Ms. Church.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Boes
<b>SECONDER:</b>	Corona
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

HUMAN RESOURCES/CAO

9. Approve a Step 4 appointment for Margarita Jimenez, Custodian, MSC Range 06, \$2,561 per month, effective her date of hire. **(4/5th vote required)**

Comments received by Ms. Church.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Carter
<b>SECONDER:</b>	Boes
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

HUMAN RESOURCES

10. Adopt Revised Job Class Table reflecting addition of new classification and classification range changes adopted by the Board on August 31, 2021.

Comments received by Ms. Church.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Smith
<b>SECONDER:</b>	Carter
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

**V. HEALTH AND HUMAN SERVICES/DHHS ADMINISTRATION**

1. Re-approve Contract No. C21-110, a Memorandum of Understanding with the Regional Housing Authority, for the No Place Like Home Program (NPLH) project to address affordable housing needs in the community for persons with serious mental illness who are chronically homeless, homeless, or at risk of being chronically homeless.

Comments received by Ms. Kelly.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Carter
<b>SECONDER:</b>	Boes
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

**VI. PURCHASING AND PROCUREMENT/HUMAN RESOURCES**

1. Approve Contract No. **C21-159** with **NEOGOV**, for application tracking software system a Human Resources Management suite.

Comments received by Ms. Church.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Carter
<b>SECONDER:</b>	Corona
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter



**VII. AUDITOR**

1. Approve Special Claims as Follows:

<u>Invoice #</u>	<u>Fund/Department</u>	<u>Vendor</u>	<u>Amount</u>
250	AIRPORT	SACRAMENTO RIVER AVIATION, LLC	\$60.00
30	CHILD SUPPORT	CALSERVE INC	\$180.00

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Boes
<b>SECONDER:</b>	Smith
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

**VIII.** Chair Evans makes time for discussion and possible direction regarding current dry well situation and implementation of emergency household water program. **Further,** adopt a resolution authorizing the County Administrative Officer to submit an Emergency Household Water Program grant application.

Comments received by Lieutenant Jones, Ms. Janice Bell, Ms. Fahey, Mr. Plucker, Mr. Azevedo, and Ms. Tyler.

**SHERIFF/OES**

1. Adopt **Resolution No. 21-047** authorizing the County Administrative Officer to submit an Emergency Household Water Program grant application in a manner that will allow flexibility to the Drought Task Force to establish updated guidelines and procedures for extended operations as circumstances change.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Boes
<b>SECONDER:</b>	Smith
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

Chair Evans declares a recess at 10:54 a.m. and reconvenes at 11:00 a.m. with all Supervisors present.

**IX. COUNTY ADMINISTRATIVE OFFICE**

1. Approve FY 21/22 Revenue and Appropriations Inter-Budget Adjustments No. 003. **(4/5 vote required)**

Comments received by Ms. Moore.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Smith
<b>SECONDER:</b>	Boes
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

2. Approve FY 21/22 Revenue and Appropriations Intra-Budget Adjustment No. B-22006

Comments received by Ms. Moore.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Carter
<b>SECONDER:</b>	Smith
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

X. BOARD OF SUPERVISORS

1. Adopt **Resolution No. 21-048** Designating Portions of Highway 99 in Colusa County in Honor of Fallen Soldiers Private First Class Rueben "Boy" Lopez and Private First Class Justin A. Casillas,

Comments received by Supervisor Corona and Mr. Parsons.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Carter
<b>SECONDER:</b>	Smith
<b>AYES:</b>	Evans, Corona, Boes, Smith, Carter

XI. SUPERVISORS' REPORTS OR COMMENTS

Supervisor Smith

Meetings/functions attended:

- Special Board of Supervisors meeting
- CEDC meeting
- Education and Outreach
- Constituent calls

Supervisor Boes

Meetings/functions attended:

- Special Board of Supervisors meeting
- Regional Housing Authority meeting
- NACo Resilient Counties Advisory Board meeting
- Karen's House Board meeting
- Constituent calls

Supervisor Carter

Meetings/functions attended:

- Special Board of Supervisors meeting
  - RCRC Board of Directors meeting
  - RCRC ESJPA Board meeting
  - Middle Upper Sac Governance meeting
  - County Onboarding for new hires
  - Colusa Groundwater Authority Board meeting
  - North Valley Integrated Regional Management Board meeting
  - Butte Subbasin Advisory Board meeting
  - Calls to RCRC and CSAC regarding drought funding
  - Constituent calls
-

Supervisor Corona

Meetings/functions attended:

- Special Board of Supervisors meeting
- National "Leave No Victim Behind" conference
- Budget Ad-Hoc meeting

Supervisor Evans

Meetings/functions attended:

- Special Board of Supervisors meeting
- CEDC meeting
- Budget Ad-Hoc meeting
- Sites meetings

Supervisor Boes thanks the Supervisors for adopting the Karen's House Resolution.

**XII. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS**

Supervisor Boes states that AB 455 regarding vaccine verification has been placed on hold.

Chair Evans declares a recess at 11:15 a.m. to convene in Closed Session.

**XIII. CLOSED SESSION/COUNTY COUNSEL**

1. Conference with Legal Counsel-Anticipated Litigation pursuant to Government Code Section 54956.9(b)-One Case.

Chair Evans adjourned the meeting at 12:00 p.m. to reconvene in Regular Session on September 14, 2021 at the hour of 9:00 a.m.

\_\_\_\_\_  
Gary J. Evans, Chair

Attest: Wendy G. Tyler,  
Clerk to the Board of Supervisors

BY \_\_\_\_\_  
Melissa Kitts, Deputy Clerk

---