

Board of Supervisors

Kim Dolbow Vann District I
John D. Loudon, District II
Mark D. Marshall, District III,
Gary J. Evans, District IV,
Vice-chair
Denise J. Carter, District V
Chair



County of Colusa

Wendy G. Tyler, CAO/Clerk to the
Board of Supervisors/Risk Manager
Ann Nordyke, Chief Deputy Clerk to
the Board of Supervisors
Melissa Kitts, Deputy Clerk
Patricia Rodriguez, Deputy Clerk
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Board Chambers
546 Jay Street Suite 108
Colusa, CA 95932

Minutes

November 15, 2016

The Board of Supervisors of the County of Colusa, State of California meets in Regular Session this 15th day of November 2016 at the hour of 9:00 a.m. Present: Denise J. Carter, Chair, Mark D. Marshall, Gary J. Evans, Kim Dolbow Vann, and John D. Loudon.

Present: Marcos Kropf, County Counsel.
Wendy Tyler, CAO/Clerk of the Board/Risk Manager.
Peggy Scroggins, Robert Zunino, Auditor's Office.
Elizabeth Kelly, Director, Health and Human Services.
Cindy Lovelace, Director, Human Resources.
Scott Lanphier, Director, Public Works.
Debbie Hickel, Purchasing and Procurement.
Rose Gallo-Vasquez, Clerk-Recorder.
Terry Rooney, Director, Behavioral Health.
Kaline Moore, CAO Budget Management Analyst.
Devin Kelley, District Attorney's Office.
Bill Fenton, Chief Probation Officer.
Greg Hinton, Anthony Gomez, Ag Commissioner' Office.
Greg Pankey, Director, Information Technology.
Greg Plucker, Director, Planning and Building.
Karen Gage, Shirley McCaustland, Arbuckle citizen.
Mary Winters, Colusa citizen.
Jake Abbott, Sun Herald.
Ann Nordyke, Melissa Kitts, Board Clerks.

Opening Prayer - Pledge of Allegiance

MINUTES APPROVAL

1. Minutes Approval
Board of Supervisors – Regular Meeting – November 1, 2016.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mark D. Marshall, District III
SECONDER:	Gary J. Evans, District IV
AYES:	Marshall, Evans, Vann, Loudon, Carter

PERIOD OF PUBLIC COMMENT

None

ANNOUNCEMENT OF CLOSED SESSION

Chair Carter makes time for announcement of Closed Session.

Mr. Kropf announces the Board will consider Closed Session matters as follows:

1. COUNTY COUNSEL
CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Government Code Section 54956.9(a), *Colusa Regional Medical Center Bankruptcy*, United States Bankruptcy Court for the Eastern District of California, Case Number 16-23655-B-7.

Mr. Kropf states that an item arose after the posting of the November 15, 2016 Agenda regarding the approval of the draft Assignment and Assumption Agreement for the Hospital, and authorize the Chair to sign. **Further**, the item will be placed under the County Administrative Office as Item No. 2.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mark D. Marshall, District III
SECONDER:	Gary J. Evans, District IV
AYES:	Marshall, Loudon, Vann, Loudon, Carter

Find that an item arose after the posting for the November 15, 2016 Agenda regarding approval of out of state travel for Victim Witness Coordinator, Mary Godinez-York to attend the 2016 National Immigrant Women's Advocacy Project Conference in New Orleans, LA, December 12-13th, 2016. **Further**, the item will be placed on the Consent Calendar as Item No. 12.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	John D. Loudon, District II
SECONDER:	Gary J. Evans, District IV
AYES:	Marshall, Loudon, Vann, Loudon, Carter

I. STAFF REPORTS

Ms. Gallo-Vasquez states her office is still counting mail-in ballots from each District, noting, today is the first day to begin counting the provisional ballots. She further states that they will likely have the final election results by the end of the week.

Ms. Scroggins states that due to the fact the Board will not meet until December 13, 2016, the Auditor's office will continue to pay claims unless otherwise instructed. She states if there are items in question, they will report their concerns to Ms. Tyler, CAO, or withhold processing the claim until the following meeting date.

II. HUMAN RESOURCES

1. Consider adjusting the salary ranges for the following positions to meet Fair Labor Standards Act (FLSA) minimum salary level effective December 1, 2016:

1. Transit Manager from MGT Range 7, \$3,737.00 - \$4,782.00 to MGT Range 10, \$4,023.00 - \$5,153.00 per month;
2. Building Services Supervisor from MGT Range 9, \$3,924.00 - \$5,026.00 to MGT Range 10, \$4,023.00 - \$5,153.00 per month; and
3. DHHS Office Manager from MGT Range 9, \$3,924.00 - \$5,026.00 to MGT Range 10, \$4,023.00 - \$5,153.00 per month.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mark D. Marshall, District III
SECONDER:	John D. Loudon, District II
AYES:	Marshall, Evans, Vann, Loudon, Carter

HUMAN RESOURCES

2. Consider moving the following two positions from CCEA - Professional Admin to CCMC (Management Coalition), and change the position allocation chart as follows:

Delete: Deputy Air Pollution Control Officer, PFT, PF Range 36, \$4,323.00 - \$5,538.00 per month, effective November 30, 2016.
Water Resources Coordinator, PFT, PF Range 36, \$4,323.00 - \$5,538.00 per month, effective November 30, 2016.

Add: Deputy Air Pollution Control Officer, PFT, MGT Range 13, \$4,331.00 - \$5,551.00 per month, effective December 1, 2016.
Water Resources Coordinator, PFT, MGT Range 13, \$4,331.00 - \$5,551.00 per month, effective December 1, 2016.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kim Dolbow Vann, District I
SECONDER:	Gary J. Evans, District IV
AYES:	Marshall, Evans, Vann, Loudon, Carter

HUMAN RESOURCES

3. Consider a Step 4 appointment for Francisca Duenas, Therapist III, PFT, PF Range 36, Step 4, \$5,016.00 per month, effective November 16, 2016.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kim Dolbow Vann, District I
SECONDER:	John D. Loudon, District II
AYES:	Marshall, Evans, Vann, Loudon, Carter

III. AUDITOR

1. Consider approving 2015-16 Revenue and Appropriations Inter-Budget Adjustments No.'s 106 -107 as follows: **Requires 4/5 vote.**

DEPT. NAME	FUND #	DEPT. #	ACCT. #	AMOUNT
Building Fund	00121	1080	479910	100,344.79
Building Fund	00121	1080	53171	12.79
Building Fund	00121	1080	53250	5,077.75
Building Fund	00121	1080	53251	1,125.00
Building Fund	00121	1080	57361	94,129.25
Building Fund	00121	1080	59452	186,853.45

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	Kim Dolbow Vann, District I
AYES:	Marshall, Evans, Vann, Loudon, Carter

AUDITOR

2. Consider approving 2016-17 Revenue and Appropriations Inter Budget Adjustments No.'s 009-011, 013-016 and 018-019 as follows: **Requires 4/5 vote.**

DEPT. NAME	FUND #	DEPT. #	ACCT. #	AMOUNT
Literacy Grant	02951	002951	59452	728.47
Arbuckle Branch Lib	02957	002957	59452	25.23
Colusa Library Trust	02955	002955	479476	4.84
Colusa Library Trust	02955	002955	59452	4.84
Library	00101	6021	479910	101.93
Library	00101	6021	53230	101.93
Literacy Grant	02951	002951	59452	325.00
Literacy	00101	6022	479910	325.00
Literacy	00101	6022	53170	325.00
SRF Civil Fee Cap	02331	002331	53121	1,256.47
SRF Civil Fee Cap	02331	002331	53170	563.32
SRF Civil Fee Cap	02331	002331	53180	1,500.00
SRF Civil Fee Cap	02331	002331	57011	1,102.66
Sheriff	00101	2021	51012	1,220.87
Sheriff	00101	2021	53180	5,771.93
Sheriff	00101	2021	53230	8,007.20
MHSA Housing	02947	002947	53060	1,000.00
MHSA Housing	02947	002947	53061	1,000.00
MHSA Housing	02947	002947	53090	1,200.00
MHSA Housing	02947	002947	53130	20,000.00
MHSA Housing	02947	002947	53170	1,000.00
MHSA Housing	02947	002947	53230	10,000.00
MHSA Housing	02947	002947	53251	1,200.00
MHSA Housing	02947	002947	55280	60,000.00

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	John D. Loudon, District II
AYES:	Marshall, Evans, Vann, Loudon, Carter

IV. PLANNING & BUILDING

1. Continue to January 24, 2017 the Appeal Hearing resulting from the November 20, 2015 Zoning Administrator's determination that the NeighborWorks Homeownership Center – Sacramento Region's (formerly Neighborhood Housing Services Inc.) proposed project to build homes in a partially built subdivision in the Arbuckle area does not comply with the County' Zoning Code, Chapter 44, Section 44-3.70.040, subsections C, D, E, and G **(Continued from the September 20, 2016, Board meeting)**.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kim Dolbow Vann, District I
SECONDER:	Gary J. Evans, District IV
AYES:	Marshall, Evans, Vann, Loudon, Carter

Chair Carter declares a recess at 9:23 a.m. to sit as the In Home Supportive Services (IHSS) Public Authority Board and states there is a quorum present.

Present:

- Marcos Kropf, County Counsel.
- Wendy Tyler, CAO/Clerk of the Board/Risk Manager.
- Peggy Scroggins, Robert Zunino, Auditor's Office.
- Elizabeth Kelly, Director, Health and Human Services.
- Cindy Lovelace, Director, Human Resources.
- Scott Lanphier, Director, Public Works.
- Debbie Hickel, Purchasing and Procurement.
- Rose Gallo-Vasquez, Clerk-Recorder.
- Terry Rooney, Director, Behavioral Health.
- Kaline Moore, CAO Budget Management Analyst.
- Devin Kelley, District Attorney's Office.
- Bill Fenton, Chief Probation Officer.
- Greg Hinton, Anthony Gomez, Ag Commissioner's Office.
- Greg Pankey, Director, Information Technology.
- Greg Plucker, Director, Planning and Building.
- Karen Gage, Shirley McCaustland Arbuckle citizen.
- Mary Winters, Colusa citizens.
- Jake Abbott, Sun Herald.
- Ann Nordyke, Melissa Kitts, Board Clerks.

V. IHSS PUBLIC AUTHORITY BOARD

1. **Sitting as the In Home Supportive Services (IHSS) Public Authority Board**
Approve the Public Authority rate change to increase the minimum wage for IHSS service providers in accordance with the California Fair Wage Act of 2016.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mark D. Marshall, District III
SECONDER:	Kim Dolbow Vann, District I
AYES:	Marshall, Evans, Vann, Loudon, Carter

Chair Carter adjourns as the In Home Supportive Services (IHSS) Public Authority Board at 9:25 a.m. and reconvenes Regular Session, with all Supervisors present.

Present: Marcos Kropf, County Counsel.
Wendy Tyler, CAO/Clerk of the Board/Risk Manager.
Peggy Scroggins, Robert Zunino, Auditor's Office.
Elizabeth Kelly, Director, Health and Human Services.
Cindy Lovelace, Director, Human Resources.
Scott Lanphier, Director, Public Works.
Debbie Hickel, Purchasing and Procurement.
Rose Gallo-Vasquez, Clerk-Recorder.
Terry Rooney, Director, Behavioral Health.
Kaline Moore, CAO Budget Management Analyst.
Devin Kelley, District Attorney's Office.
Bill Fenton, Chief Probation Officer.
Greg Hinton, Anthony Gomez, Ag Commissioner's Office.
Greg Pankey, Director, Information Technology.
Greg Plucker, Director, Planning and Building.
Karen Gage, Shirley McCaustland, Arbuckle citizen.
Mary Winters, Colusa citizens.
Jake Abbott, Sun Herald.
Ann Nordyke, Melissa Kitts, Board Clerks.

VI. PURCHASING AND PROCUREMENT

1. Approve the purchase of two (2) PowerEdge T630 Servers from Dell utilizing State Contract No. 7-15-70-34-003, for the IT Department in an amount not to exceed \$38,614.44 and authorize the Purchasing Coordinator to sign and submit purchase order for same.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kim Dolbow Vann, District I
SECONDER:	John D. Loudon, District II
AYES:	Marshall, Evans, Vann, Loudon, Carter

PURCHASING AND PROCUREMENT

2. Approve the purchase of seven (7) Bullard Eclipse LDX Thermal Imaging Units from LN Curtis & Sons in an amount not to exceed \$53,109.93 and authorize the Purchasing Coordinator to sign and submit a purchase order for same.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kim Dolbow Vann, District I
SECONDER:	Gary J. Evans, District IV
AYES:	Marshall, Evans, Vann, Loudon, Carter

PURCHASING AND PROCUREMENT

3. Consider approving the purchase of one 2017 Ford Edge from Hoblit Motors in an amount not to exceed \$28,332.83 and authorize the Purchasing Coordinator to submit a purchase order.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kim Dolbow Vann, District I
SECONDER:	John D. Loudon, District II
AYES:	Marshall, Evans, Vann, Loudon, Carter

VII. COUNTY COUNSEL

1. Consider approving Response to the Grand Jury's Final 2015-16 report and authorize the Chair to sign.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kim Dolbow Vann, District I
SECONDER:	Gary J. Evans, District IV
AYES:	Marshall, Evans, Vann, Loudon, Carter

COUNTY COUNSEL

2. Introduction and first reading, by title only, of an Ordinance of the Colusa County Board of Supervisors Amending Chapter 43, Section 43-6 and Adding Sections 43.6.1, 43.6.2, 43.6.3, 43.6.4, 43.6.5, 43.6.6, 43.6.7 and 43.6.8 to the Colusa County Code, Groundwater Management Ordinance, Changing its Administrative Structure, Providing Representative District Appointment, and Adding Duties of the Commission; **Further**, set December 13, 2016 at 9:30 a.m. for a public hearing and direct the Clerk to publish and post notice of same.

Mr. Kroft recommends basic amendments to the ordinance, and feels it might be premature to move forward until a more comprehensive review of the current Groundwater Management ordinance is conducted.

Supervisor Vann recommends that there should be a committee meeting to discuss and finalize amendments before it is placed before the Board again.

RESULT:	PULLED
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VIII. COUNTY ADMINISTRATIVE OFFICE

1. Considering approving amendment to Contract No. **C16-185**, a lease with **American Specialty Healthcare** for the real property and improvements located at 151, 171, 173 and 199 East Webster Street, Colusa, which were previously released to the Colusa Regional Medical Center and authorize the Chair to sign.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mark D. Marshall, District III
SECONDER:	Gary J. Evans, District IV
AYES:	Marshall, Evans, Vann, Loudon, Carter

2. Consider approving Contract No. **C16-186**, the Assignment and Assumption of Lease made on November 16, 2016, between J. Michael Hopper, the

acting Chapter 7 Trustee for the bankruptcy estate of Colusa Regional Medical Center (CRMC), as assignor, and **American Specialty Healthcare, Inc.**, as assignee, and Colusa County functioning solely as a consenting party to the agreement.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mark D. Marshall, District III
SECONDER:	Gary J. Evans, District IV
AYES:	Marshall, Evans, Vann, Loudon, Carter

CONSENT AGENDA

Approve Consent Agenda Item No's 1 through 12.

Ms. Tyler states that Consent Item No. 8 as follows has been pulled from the Consent Agenda until reagenized.

8. PUBLIC WORKS/ROAD DEPARTMENT

Discussion regarding additional administrative services for the County's economic development efforts in excess of the County of Colusa's Community Development Block Grant (CDBG) Business Loan program.

RESULT:	PULLED
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CONSENT AGENDA

Approve Consent Agenda Item No's 1 through 7, and 9 through 12 as follows:

1. BEHAVIORAL HEALTH

Approve Contract No. **C16-187**, with the **California Department of Health Care Services**, setting health service performance standards for the County to meet in order to receive mental health services realignment funds and authorize Terence Rooney, Director of Behavioral Health, to sign on behalf of the County.

2. PROBATION

Approve out of state travel for Assistant Chief, Gerry Munoz, Chief Deputy, Norma Navarro and Fiscal Administrative Officer, Jeanne Broderman to attend American Probation and Parole Association training in Reno, Nevada January 8-11, 2017.

3. HEALTH AND HUMAN SERVICES

Approve Contract No. **C16-188**, third amendment to Contract No. C14-200 between the County Colusa and the **California Department of Public Health (CDPH)** to adjust revenues for the Public Health Emergency Preparedness and Hospital Preparedness programs, in the amount of \$986,437, effective July 1, 2016 through June 30, 2017, and authorize the Chair to sign.

4. TREASURER

Accept September 2016 Investment Report as presented.

5. AG COMMISSIONER

Ratify Grant Agreement to Contract No. **C16-189** for #Col-5-16-1 with the **State of California, Department of Transportation** in the maximum amount of \$3,963.00, for

Airport Improvement Projects, effective October 18, 2016.

6. PURCHASING AND PROCUREMENT

Declare a 2007 Ford Focus, 2002 Dodge Stratus and 2000 Chevy Malibu assigned to Behavioral Health as surplus and authorize the Purchasing Agent to remove the vehicles from inventory and dispose of same utilizing the most cost efficient manner.

7. HEALTH AND HUMAN SERVICES

Approve the annual update of the Children's Medical Services (CMS) Plan for 2016/17 and authorize the Chair to sign Certification documents. **Further**, approve Contract No. **C16-190**, the Interagency Agreement for the 2016/17 fiscal year between the **Department of Health and Human Services Public Health Division, Social Services Division and the Colusa County Probation Department** and authorize the following individuals to sign the agreement portion of the CMS Plan on behalf of the County: Elizabeth Kelly, Director; Gregory Burt, MD, Health Officer; William Fenton, Chief Probation Officer.

9. PUBLIC WORKS/ROAD DEPARTMENT

Approve Contract No. **C16-191**, the First Modification to Contract C15-013 with **Kim Floyd Communications** for FEMA Related Professional Services, extending the term from September 30, 2016 to September 30, 2017.

10. ADMINISTRATION

Approve the Certification Statement regarding the Composition of the Local Child Care Planning Council (LPC) and authorize the Chair to sign.

11. ADMINISTRATION

Consider re-appointment of John Miller to the Sac River Fire Protection District, effective November 17, 2016 through November 16, 2020. (Applications received: John Miller)

12. DISTRICT ATTORNEY

Approve out of state travel for Victim Witness Coordinator, Mary Godinez-York to attend the 2016 National Immigrant Women's Advocacy Project Conference, addressing Culture: Systemic Responses to Under-Served Immigrant Populations, in New Orleans, LA, December 12-13th, 2016.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kim Dolbow Vann, District I
SECONDER:	John D. Loudon, District II
AYES:	Marshall, Evans, Vann, Loudon, Carter

X. ADMINISTRATION

1. BOARD OF SUPERVISORS

Approve the 2017 Board of Supervisors' meeting schedule.

RESULT:	APPROVED [4 TO 0]
MOVER:	Kim Dolbow Vann, District I
SECONDER:	John D. Loudon, District II
AYES:	Gary J. Evans, Kim Dolbow Vann, John D. Loudon, Denise J. Carter
ABSTAIN:	Mark D. Marshall

XI. SUPERVISORS' REPORTS OR COMMENTS

Supervisor Loudon

Meetings/functions attended:

- Central Valley Flood Protection Plan Briefing
- Colusa City Council Meeting
- Chamber of Commerce Board Meeting
- Sac River Fire Dinner for VFW
- Drive Thru Flue Shot Clinic
- Grimes Ladies Aid Fundraiser Dinner
- Airport Discussion
- CCOFC Tri-County Community Action Partnership
- Behavioral Health Board Meeting
- Colusa county Resource Conservation District Meeting
- Veterans Memorial Park Re-dedication
- Jail Project Meeting

XII. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS

Supervisor Vann states that she will be visiting Washington D.C. to address some outstanding items, including but not limited to establishing a feasibility date for Sites, Groundwater Issues, and addressing outstanding items that need to be addressed before year end.

XIII. CLAIMS/ADMINISTRATION

1. Consider approving Special Claims.

<u>Claim #</u>	<u>Fund/Department</u>	<u>Vendor</u>	<u>Amount</u>
590879	District Attorney	Cynthia Dewoody	\$2,456.16
591069	Behavioral Health	Arman Danielyan MD Inc	\$299.82
591070	Public Defender	Mehr Law Office	\$247.50
591071	Public Defender	Mehr Law Office	\$315.00

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	John D. Loudon, District II
AYES:	Marshall, Evans, Vann, Loudon, Carter

ADMINISTRATION

2. Consider approving Claim Register Sheets for period November 1, 2016 through November 14, 2016.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, District IV
SECONDER:	John D. Loudon, District II
AYES:	Marshall, Evans, Vann, Loudon, Carter

XIV. CLOSED SESSION

Chair Carter declares a recess at 9:46 a.m. and reconvenes at 10:22 a.m. with all Supervisors present.

Present: Marcos Kroff, County Counsel
Wendy Tyler, CAO/Clerk to the Board/Risk Management.
Ann Nordyke, Melissa Kitts, Board Clerks.

1. COUNTY COUNSEL

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Government Code Section 54956.9(a), *Colusa Regional Medical Center Bankruptcy*, United States Bankruptcy Court for the Eastern District of California, Case Number 16-23655-B-7. He states there was no reportable action.

Chair Carter adjourned the meeting at 10:23 a.m. to reconvene in Regular Session on December 13, 2016 at the hour of 9:00 a.m.

Denise J. Carter, Chair

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

BY _____
Melissa Kitts, Deputy Clerk