MINUTES
BOARD OF SUPERVISORS
GLENN COUNTY, CALIFORNIA

Tuesday, July 3, 2012

The Chairman of the Board of Supervisors of the County of Glenn, State of California, called the meeting to order at 9:00 a.m., with members as follows:

Present: Supervisors Murray, Foltz, Vegas and Soeth (Chairman)
Absent: Supervisor McDaniel
Also Present: Huston Carlyle, County Counsel
Sandra Ferguson, Deputy Clerk

THE PLEDGE OF ALLEGIANCE WAS RECITED

1. Minutes
   Motion/Second: Supervisor Murray/Supervisor Foltz
   Order: Approve the Minutes of June 19, 2012
   Vote: Unanimous by members present.

2. Unscheduled Matters
   Matter: Receive comments from the audience, staff and Board members, and if deemed necessary, refer the subject matter to the appropriate department for follow-up and/or schedule the matter on a subsequent Board agenda.
   Proceedings:
   a. Chuck Jasper, Glenn County resident, spoke regarding concerns with a PG&E pipeline leak and the effects of this leak.

9:07 a.m. – Supervisor McDaniel Entered the Meeting

b. Jesus Campos, Glenn County resident, spoke regarding the Butte City Community Services District not being able to get a quorum to hold a meeting.
c. Supervisors gave reports on various matters and issues around the County.
d. Later this date, Kim Bradford, In Home Supportive Services (IHSS) Worker, spoke regarding wages and medical benefits for the IHSS Workers and explained that she doesn’t qualify for any County services due to her wages and her husband’s disability benefits.

3. Consent Calendar
   Matter: Review and take actions related to the Consent Calendar as follows:
   a. Budget Changes
      Approve the following 2011/12 Budget changes:

      | Trans No. | Dept/ Budget | Description                                                                 | Amount   |
      |-----------|--------------|------------------------------------------------------------------------------|----------|
      | 5169      | Human Resource Agency/ Community Action Division | To transfer appropriations from depreciation account to increase gas & Oil appropriations in the Community Action Vehicle Department budget unit | $ 0.00   |
      | 5192      | Probation- Juvenile Hall | Requesting a transfer from Probations salaries and benefits savings to cover unanticipated expenses under services and supplies | $14,020.00 |

   b. Resolution – In Honor of Sue King
      Upon the recommendation of the Water Advisory Committee, adopt Resolution 2012-37 “In Honor of Sue King”, as she retires from the Orland-Artois Water District.
   c. Human Resource Agency – Fixed Asset Transfer
      Upon the recommendation of Human Resource Agency Director Scott Gruendl, approve transfer of ownership and responsibility of a portion of a county owned Fixed Asset Tag No. 6301 to the Westside Domestic Violence Shelter eliminating the Human Resource Agency/County from any associated liability.

   Motion/Second: Supervisor Murray/Supervisor Foltz
   Order: Approve the Consent Calendar
   Vote: Unanimous.
4. **Probation Department – Office Technician II Position**  
Also Present: Brandon Thompson, Chief Probation Officer  
Matter: Recommendation of Mr. Thompson to waive the hiring freeze, and allow the Probation Department to fill the only remaining Office Technician II position within the department, due to retirement on April 30, 2012. (Positions are budgeted)  
Proceedings: Mr. Thompson reviewed the aforesaid matter  
Motion/Second: Supervisor Murray/Supervisor McDaniel  
Order: Approve the aforesaid matter  
Vote: Ayes: Supervisors Murray, McDaniel, Viegas, and Soeth  
Noes: Supervisor Foltz.

5. **Probation Department – Juvenile Hall Counselor Positions**  
Also Present: Brandon Thompson, Chief Probation Officer  
Matter: Recommendation of Mr. Thompson to waive the hiring freeze, and allow the department to begin recruitment to fill two Juvenile Hall Counselors positions, due to the recent resignation of two staff within the institution. (Positions are budgeted)  
Proceedings: Mr. Thompson reviewed the aforesaid matter  
Motion/Second: Supervisor Viegas/Supervisor Foltz  
Order: Approve the aforesaid matter  
Vote: Unanimous.

6. **Sheriff-Coroner – Contingency Transfer**  
Also Present: Larry Jones, Sheriff-Coroner  
Rich Warren, Chief Deputy Coroner  
Matter: Recommendation of Sheriff Jones to approve a Transfer of Funds No. 5206 from Contingency in the amount of $5,000.00 to cover vendor claims directly related to death investigations which require certain actions be taken pursuant to Government Code Section 27491 and the Health and Safety Code 102850. (General Fund Impact)  
Proceedings: Sheriff Jones reviewed the aforesaid matter  
Motion/Second: Supervisor McDaniel/Supervisor Murray  
Order: Approve the aforesaid matter  
Vote: Unanimous.

7. **Public Guardian/Administrator – Contingency Transfer**  
Also Present: Jeannie Rakestraw, Public Guardian/Administrator  
Matter: Recommendation of Mrs. Rakestraw to approve a Transfer of Funds No. 5207 from Contingency in the amount of $1,000.00 to cover projected shortage in salary & benefit accounts for fiscal year 2011/12. (General Fund Impact)  
Proceedings: Mrs. Rakestraw reviewed the aforesaid matter  
Motion/Second: Supervisor Murray/Supervisor Foltz  
Order: Approve the aforesaid matter  
Vote: Unanimous.

8. **Department of Finance – Contingency Transfer**  
Also Present: Ted Rozmaryn, Director of Finance  
Matter: Recommendation of Mr. Rozmaryn to approve a Transfer of Funds No. 5208 from Contingency in the amount of $10,110.54 to cover unanticipated longevity payout. (General Fund Impact)  
Proceedings: Mr. Rozmaryn reviewed the aforesaid matter  
Motion/Second: Supervisor Viegas/Supervisor McDaniel  
Order: Approve the aforesaid matter  
Vote: Unanimous.

9. **Resolution – Fund Balance Policy**  
Also Present: Ted Rozmaryn, Director of Finance  
Matter: Recommendation of Mr. Rozmaryn to adopt Resolution 2012-38 “Adopting Fund Balance Policy and Adding Paragraph 5.24.11 to Chapter 5.24 of the Glenn County Administrative Manual”.  
Proceedings: Mr. Rozmaryn reviewed the aforesaid matter  
Motion/Second: Supervisor McDaniel/Supervisor Murray  
Order: Adopt Resolution 2012-38  
Vote: Unanimous.
MINUTES
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10. Resolution – County Counsel/Personnel/Veterans Rep
Also Present: Huston Carlyle, Interim Personnel Director
Matter: Recommendation of Mr. Carlyle to adopt Resolution 2012-39 “Amending the Position Allocation List by Moving .5 Full Time Equivalency (FTE) from the County Counsel/Personnel Department to the Probation/Veterans’ Department, Increasing the Veterans’ Representative from a .5 FTE to a Full Time Position”
Proceedings: Mr. Carlyle reviewed the aforesaid matter
Motion/Second: Supervisor Murray/Supervisor Folz
Order: Adopt Resolution 2012-39
Vote: Unanimous.

11. Resolution – County Counsel
Also Present: Huston Carlyle, County Counsel
Matter: Recommendation of Mr. Carlyle to adopt Resolution 2012-40 “Reorganizing the County Counsel’s Department by Amending the Position Allocation List by Deleting 1.0 FTE Executive Assistant to County Counsel, 1.0 FTE Assistant Safety Officer and Adding the Confidential Classification of Executive Legal Secretary/Paralegal to County Counsel”
Proceedings: Mr. Carlyle reviewed the aforesaid matter
Motion/Second: Supervisor Viegas/Supervisor Murray
Order: Adopt Resolution 2012-40
Vote: Unanimous.

12. Resolution – Assessor-Clark-Recorder Office Closure
Also Present: Sheryl Thur, Assessor/Clerk-Recorder
Matter: Recommendation of Mrs. Thur to adopt Resolution 2012-41 “Allowing Modification of the Official Workweek for the Assessor/Clerk-Recorder for 2012-13”
b. On motion of Supervisor Viegas, seconded by Supervisor McDaniel, it was ordered by the following roll call vote to adopt Resolution 2012-41:
   Supervisor Folz: No
   Supervisor McDaniel: Yes
   Supervisor Murray: Yes
   Supervisor Viegas: Yes
   Supervisor Soeth: Yes

13. Budget Changes
Matter: Approve the following 2011/12 Budget changes, 4/5 vote required:

<table>
<thead>
<tr>
<th>Trans No.</th>
<th>Dept/Budget</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>5181</td>
<td>Human Resource Agency/Social Services</td>
<td>To move appropriated additional Social Services Realignment revenue to CCS and Delinquency Prevention budget organizations for the FY 11/12 budget year</td>
<td>$16,000.00</td>
</tr>
<tr>
<td>5182</td>
<td>Hospital</td>
<td>To appropriate revenue and transfer appropriations from Department of Finance to increase appropriations to cover retiree health benefits in the county Hospital budget unit</td>
<td>$215.70</td>
</tr>
<tr>
<td>5183</td>
<td>Data Processing-Countywide Network</td>
<td>To appropriate revenue derived from direct billing of departments to increase services &amp; supplies appropriations to cover fiscal year-end accrual payments</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>5184</td>
<td>Elections</td>
<td>To transfer from services &amp; supplies in Elections to cover a shortage in the County Administrative Officer budget</td>
<td>$478.20</td>
</tr>
<tr>
<td>5187</td>
<td>Human Resource Agency/Social Services</td>
<td>To appropriate designated reserve funds from the Domestic Violence Trust to the Social Services Domestic Violence budget organization – Fixed Assets/Special Departmental Equipment budget</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>5195</td>
<td>Animal Control</td>
<td>To appropriate bad check recovery revenue and increase services &amp; supplies expenses to cover bank fees in the Animal Control budget unit</td>
<td>$50.00</td>
</tr>
<tr>
<td>5196</td>
<td>Civil Division</td>
<td>To appropriate bad check recovery revenue and increase services &amp; supplies expenses to cover bank fees in the Sheriff’s Civil Division budget unit</td>
<td>$25.00</td>
</tr>
</tbody>
</table>

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July 3, 2012
Trans No. | Dept/Budget | Description | Amount
--- | --- | --- | ---
5198 | Health Services Agency | To appropriate additional revenue to increase salary & benefit and services & supplies appropriations to cover realigned Drug Court expenditures. | $45,852.00
5199 | Health Services | To appropriate increased revenues received from the special assessment in Mosquito Abatement to bring the budget in line with actual expenditures. | $4,304.84
5205 | Jail | Transfer from workers comp payroll reimbursements to cover costs of utilities in the Adult Detention Facility | $51,000.00

Motion/Second: Supervisor McDaniel/Supervisor Foltz
Order: Approve the aforesaid matter
Vote: Unanimous.

10:29 a.m. – Supervisor Viegas Left the Meeting
10:30 a.m. – Supervisor Viegas Entered the Meeting

14. Resolution - Personnel
Matter: Recommendation of Interim Personnel Director Huston Carlyle to adopt Resolution 2012-42 “Treat as Time Worked for the Purpose of Calculating Leave Accruals, Seniority, Eligibility for Longevity Pay and Eligibility for Health, Dental, Vision, and Life Insurance Payments Made by the County for Time Spent on Voluntary Leave Without Pay for the Purpose of Assisting a Department in Balancing Its Budget During the Period July 1, 2012 through June 30, 2013”.

Motion/Second: Supervisor Murray/Supervisor McDaniel
Order: Approve the aforesaid matter
Vote: Unanimous.

15. Resignation and Appointment – Hamilton City Fire Commission
Matter: Notice of unscheduled vacancy having been posted, and on the recommendation of the County Clerk Sheryl Thur on behalf of the Hamilton City Fire Commission, accept the resignation of Nelson Benton, and appoint Lupe Phillips to serve at the pleasure of the Board of Supervisors.

Motion/Second: Supervisor McDaniel/Supervisor Murray
Order: Approve the aforesaid matter
Vote: Unanimous.

THE CHAIRMAN ADJOURNED TO THE GLENN COUNTY IN HOME SUPPORTIVE SERVICES

16. Memorandum of Understanding
Also Present: Jeannie Rakestraw, Public Guardian/Administrator
Matter: Recommendation of Mr. Gruendl to:
   a. Approve the Agreement between the Glenn County IHSS Public Authority and Tehama County IHSS Public Authority for fiscal year 2012/2013;
   b. Authorize the Chairman of the In Home Supportive Services Public Authority, or designee, to execute the Agreement; and
   c. Authorize the Public Authority Manager, or designee, to modify or amend the Agreement contingent upon the review and approval of County Counsel. (No General fund impact) (County Contract 1853)

Motion/Second: Supervisor Foltz/Supervisor McDaniel
Order: Approve the aforesaid matter
Vote: Unanimous.

17. Memorandum of Understanding
Also Present: Jeannie Rakestraw, Public Guardian/Administrator
Matter: Recommendation of Mr. Gruendl to:
   a. Approve the Agreement between the Glenn county In Home Supportive Services Public Authority and the Colusa County In Home Supportive Services Public Authority for fiscal year 2012/2013;
   b. Authorize the chairman of the In Home Supportive Services Public Authority Governing Board, or designee, to execute the Agreement; and
c. Authorize the Public Authority Manager, or designee, to modify or amend the Agreement contingent upon the review and approval of County Counsel. (No General fund impact)

Proceedings: Mrs. Rakestraw reviewed the aforesaid matter
Motion/Second: Supervisor McDaniel/Supervisor Foltz
Order: Approve the aforesaid matter
Vote: Unanimous.

18. **Human Resource Agency – In Home Supportive Services Public Authority**
Also Present: Jeannie Rakestraw, Public Guardian/Administrator
Matter: Recommendation of Mr. Gruendl to:
   a. Approve the Agreement between the Public Authority and the Social Services Division for the provision of office space, staff and support services for the Public Authority for fiscal year 2012/2013;
   b. Authorize the Public Authority Manager, or designee, to execute the Agreement; and
   c. Authorize the Public Authority Manager, or designee, to modify or amend the Agreement contingent upon the review and approval of County Counsel. (No General fund impact) (County Contract 1561)

Proceedings: Mrs. Rakestraw reviewed the aforesaid matter
Motion/Second: Supervisor McDaniel/Supervisor Murray
Order: Approve the aforesaid matter
Vote: Unanimous.

**THE CHAIRMAN ADJOURNED TO THE GLENN COUNTY BOARD OF SUPERVISORS**

19. **Human Resource Agency – In Home Supportive Services Public Authority**
Also Present: Jeannie Rakestraw, Public Guardian/Administrator
Matter: Recommendation of Mr. Gruendl to:
   a. Approve the Agreement between the Public Authority and the Social Services Division for the provision of office space, staff and support services for the Public Authority;
   b. Authorize the Human Resource Agency Director, or designee, to execute the Agreement; and
   c. Authorize the Human Resource Agency Director, or designee, to modify or amend the Agreement contingent upon the review and approval of County Counsel. (No General fund impact)

Proceedings: Mrs. Rakestraw reviewed the aforesaid matter
Motion/Second: Supervisor McDaniel/Supervisor Murray
Order: Approve the aforesaid matter
Vote: Unanimous.

20. **Memorandum of Understanding (MOU) – Human Resource Agency**
Matter: Recommendation of Mr. Gruendl to:
   a. Approve the Memorandum of Understanding between the Human Resource Agency/Social Services Division and Human Resource Agency/Community Action Division for CallWORKS Services for fiscal year 2012/2013;
   b. Authorize the Director, or designee, to execute the Memorandum of Understanding; and
   c. Authorize the Director, or designee, to modify or amend the MOU contingent upon the review and approval of County Counsel. (No general fund impact) (County Contract 1380)

Motion/Second: Supervisor Viegas/Supervisor McDaniel
Order: Approve the aforesaid matter
Vote: Unanimous.

21. **Resolution – Grant Application**
Also Present: Lester Messina, Water Resource Coordinator
Jim Donnelly, Agricultural Commissioner
Matter: Recommendation of Agricultural Commissioner Jim Donnelly to adopt Resolution 2012-43 “Approving Grant Application with the California Department of Water Resources for Local Groundwater Assistance Project”.

Proceedings: Mr. Messina reviewed the aforesaid matter
Motion/Second: Supervisor McDaniel/Supervisor Murray
Order: Adopt Resolution 2012-43
Vote: Unanimous.
Closed Session

22. Closed Session
Matter: Adjourn to Closed Session pursuant to Government Code Section 54957(b)(1) to review employment applications for the position of Director of Finance.

Proceedings: a. The Chairman asked for comments on the aforesaid Closed Session, whereby none were heard; and
b. Later this date, the Chairman advised that the Board of Supervisors has scheduled interviews with three applicants to fill the position of Director of Finance for the afternoon of July 17, 2012 after the morning Board meeting.

23. Closed Session
Matter: Adjourn to Closed Session pursuant to Government Code Section 54957(b)(1) to review employment applications for the position of Personnel Director.

Proceedings: a. The Chairman asked for comments on the aforesaid Closed Session, whereby none were heard; and
b. Later this date, the Chairman advised that the Board of Supervisors has decided to put on hold the recruitment of a Personnel Director and to revisit this hiring in conjunction with the adoption of the final budget in September. The Board has given direction to the Interim Personnel Director concerning the various individuals who have applied for this position.

24. Closed Session
Matter: Adjourn to Closed Session pursuant to Government Code Section 54956.9(a) to hold conference with legal counsel – existing litigation 2:10-CV-01625-JAM-KJN Shoemaker v. County of Glenn, USDC – Eastern District.

Proceedings: a. The Chairman asked for comments on the aforesaid Closed Session, whereby none were heard; and
b. Later this date, the Chairman advised that there was nothing to report from Closed Session.

25. Closed Session
Matter: Adjourn to Closed Session pursuant to Government Code Section 54957 to hold Public Employee Performance Evaluation for Child Support Services Director Dawn Mayer. (Annual Evaluation)

Proceedings: a. The Chairman asked for comments on the aforesaid Closed Session, whereby none were heard; and
b. Later this date, the Chairman advised that there was nothing to report from Closed Session.

26. The Chairman adjourned the meeting at 11:36 a.m.

STEVE SOETH, Chairman

ATTEST:

Sheryl Thur, County Clerk-Recorder and
Ex officio Clerk of the Board of Supervisors

BY: Sandra Pergson, Deputy Clerk