



9:00 AM CALL TO ORDER / PLEDGE OF ALLEGIANCE

Chairman Leach presided. Present in the chambers were Clerk of the Board Jennifer Vise, County Counsel Margaret Long by Deputy Andrew Plett, and Chief Administrator Gabriel Hydrick.

PUBLIC COMMENT

ANNOUNCEMENT OF AGENDA CORRECTIONS

PREVIOUS REPORTABLE ACTIONS FROM CLOSED SESSION

BOARD OF SUPERVISORS STANDING AND AD HOC COMMITTEE

REPORTS OF MEETINGS ATTENDED INCLUDING AB1234

ANNOUNCEMENTS BY COUNTY DEPARTMENTS

CONSENT AGENDA

Approval of the Consent Agenda

A motion was made by Vice Chair Hansen, seconded by Supervisor Nolen, to approve the Consent Agenda. The motion carried by the following vote:

RESULT: APPROVED THE CONSENT AGENDA

MOVER: Matt Hansen

SECONDER: Pati Nolen

- 1. GENERAL WARRANT REGISTER - 3/17/24 - 3/30/24**
GENERAL WARRANT REGISTER - 3/17/24 - 3/30/24
- 2. AUDITOR'S CLAIMS**
AUDITOR'S CLAIMS

Financial Impact:

As Listed

Background Information:

[Click here to enter Background Info.](#)

- a) Court Operations, 2021-53160, Kent R Caruso, PH.D., \$750
- b) Court Operations, 2021-53160, Kent R Caruso, PH.D., \$1,000

3. AUDITOR / EQUIPMENT INVENTORY REPORT
AUDITOR / EQUIPMENT INVENTORY REPORT

Financial Impact:

As Listed

Background Information:

Departments remove items from the County's inventory list for various reasons (wrecked, junked, traded-in, etc) as needed.

- a) SHERIFF
 - 1) Dell Equal Logic PS4100, Inventory #30040, Junked
 - 2) Exchange Server, Inventory #26435, Junked

4. ADMINISTRATION / PURCHASING
ADMINISTRATION / PURCHASING

Financial Impact:

All proceeds will be deposited in their respective budget unit(s).

Background Information:

The County has a contract with BidCal.com for auction services. Property that may not be suitable for auction will be offered to the highest bidder through an information bid process. Vehicle #004 was totaled in an accident.

- a) Declare the following vehicle to be surplus County property:
 - 1) PROBATION - 2019 Dodge Caravan SE Plus 4-door van, VIN #2C4RDGBG3KR608618, County Inventory #31878, Stock #004
- b) Authorize Administration/Purchasing to dispose of the property in the manner that provides the highest possible return to the County

5. DEPARTMENT OF AGRICULTURE
DEPARTMENT OF AGRICULTURE

Financial Impact:

The funds to be received have been identified as revenue in the department's FY 2023-24 budget.

Background Information:

The department has historically entered into agreements with the California Department of Food and Agriculture to perform these services. Without an approved agreement, the department will not be eligible to receive payments for performing pest detection activities.

- a) AGREEMENT - Request approval and authorization for the Agricultural

Commissioner to sign Standard Agreement No. 22-1694-039-SF, the Contractor Certification, and the Postconsumer-Content Certification with the California Department of Food and Agriculture for the provisions of the Statewide Exotic Pest Detection for placing and servicing traps for the detection of exotic insect pests which are considered hazardous to agriculture and to the economy of California, in an amount not to exceed \$48,614, effective 7/1/23 through 6/30/24

**6. DISTRICT ATTORNEY
DISTRICT ATTORNEY**

Financial Impact:

Funding for this transfer is from the Local Assistance and Tribal Consistency Fund

Background Information:

On 5/16/23, the Board approved to move forward with the first round of recommendations from the Rescue Act Ad Hoc Committee. In this round, the Board approved one new 4x4 1/2 ton pickup for the District Attorney's Office, plus the purchase and installation of lights/sirens, radio and storage lockbox, up to a total of \$100,000. The bid and purchase for the truck was \$55,947.13, and the total including upfitting is well below the allotted amount.

a) TRANSFER OF FUNDS: DISTRICT ATTORNEY - B-62 - From LATCF (Local Assistance and Tribal Consistency Fund) (2013-4507205) to Contingency (2002-59000), \$7,143.85; and from Contingency (2002-59000) to Internal Assets (2013-53800) \$957.83; and to Vehicles (2013-57605), \$6,186.02 **(Requires 4/5's vote)**

**7. DISTRICT ATTORNEY
DISTRICT ATTORNEY**

Financial Impact:

The Auto Insurance Fraud Program (Budget Unit 20135) is funded 100% through the State of California Department of Insurance.

Background Information:

The State of California Department of Insurance allocated additional funds to the Tehama County Auto Insurance Fraud Program. These additional funds will be utilized for Travel Expenses which will allow us to send an additional investigator to the annual anti-fraud conference in Monterey.

a) TRANSFER OF FUNDS - DISTRICT ATTORNEY, B-64: From State Other (20135-450620) to Contingency (2002-59000), \$1,360; and from Contingency (2002-59000) to Travel Expense (20135-53290), \$1,360 **(Requires 4/5's vote)**

**8. DISTRICT ATTORNEY
DISTRICT ATTORNEY**

Financial Impact:

The Workers Compensation Insurance Fraud Program (Budget Unit 20136) is funded 100% through the State of California Department of Insurance.

Background Information:

The State of California Department of Insurance allocated additional funds to the Tehama County District Attorney Workers Compensation Insurance Fraud Program. These additional funds will be utilized for Office Expense and Transportation Expense.

a) TRANSFER OF FUNDS - District Attorney, B-65: From State Other (20136-450620) to Contingency (2002-59000), \$2,704; and from Contingency (2002-59000) to Office Expense (20136-53220), \$264; and to Transportation Expense (20136-53291), \$2,440
(Requires 4/5's vote)

**9. ENVIRONMENTAL HEALTH DEPARTMENT
ENVIRONMENTAL HEALTH DEPARTMENT**

Financial Impact:

Requesting and securing the grant funds will be used for direct support in considering and implementing the Microenterprise Home Kitchen Operation (MEHKO) program.

Background Information:

Microenterprise Home Kitchen Operations (MEHKO) grant funds are to assist local health departments with the costs incurred for direct support in considering and implementing the MEHKO program, which could include program development, public outreach, offsetting permit fees, and enforcement. Not applying would fail to capture funds that would help facilitate the program.

a) AGREEMENT - Request approval and authorization for the Director to sign the Grant Acceptance Agreement with California Conference of Directors of Environmental Health (CCDEH) for the purpose of implementing the MEHKO program, including program development, public outreach, offsetting permit fees and enforcement in the amount of \$35,979.40 for the period of FY 2023/24 and FY 2024/25

**10. SHERIFF'S OFFICE
SHERIFF'S OFFICE**

Financial Impact:

Estimated travel expenses are \$4,500.00 (air fare, lodging, parking, per diem, registration) and have been projected in the FY 2024-2025 Recommended Budget in 2072-53290, General Fund expense

Background Information:

The Basic Medicolegal Investigations Course is intended to familiarize medicolegal death investigators with the operation of a medicolegal investigative system, the role of the medicolegal death investigator, and other fundamental topics to build a solid investigative foundation. The training provided will provide attendees with the basic information and expertise to conduct death scene investigations as a medicolegal death investigator.

The Advanced Medicolegal Symposium is designed to provide medicolegal professionals and those relating to and supporting medicolegal investigators an

in-depth view and study of more advanced concepts. Topics presented will provide attendees with a variety of comprehensive details in multiple areas of learning, including new and emerging trends.

a) Request approval for out-of-state travel for two Coroners to travel to Las Vegas, Nevada 7/21/2024 through 7/25/2024 for the International Association of Coroners and Medical Examiners Annual Training Symposium

**11. DEPARTMENT OF SOCIAL SERVICES / HEALTH SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES / HEALTH SERVICES AGENCY**

Financial Impact:

The cost of this contract has been anticipated in the 2023/24 budget and is budgeted in 5013-532300, Professional and Special Services Other. The Public Health Nurse services are eligible to the Skilled Professional Medical Persons funding, so it's reimbursed approximately 75% Medicaid (Medi-Cal) Title XIX funding, and the remainder is paid with 17.5% 2011 Realignment and 7.5% 1991 local Realignment revenues. There is no impact to the General Fund.

Background Information:

The Public Health Nurse(s) (PHN) assigned to Child Welfare Services (CWS) assist social workers in emergency response assessments, Health and Education Passport preparation, and in the access/coordination of health, dental, and developmental services. In addition, the PHN assists CWS and the Substitute Care Provider in identifying appropriate health care needs and services for children/youth in foster care. The PHN is located in the Social Services office, accessible to all CWS team members, and is directly supervised by the Supervising PHN at the Health Services Agency with consultation from the CWS Program Manager. The compensation amount covers a percentage of the PHN's salaries and benefits as well as direct operating costs.

a) AGREEMENT - Request approval and authorization for the Social Services Interim Director and the Health Services Agency Executive Director to sign the Interagency Memorandum of Understanding to provide nursing services to the Social Services Child Welfare Services division for the rates as listed in Exhibit C with maximum compensation not to exceed \$573,202.97, effective 7/1/23 and shall terminate 6/30/26

**12. HEALTH SERVICES AGENCY / PUBLIC HEALTH
HEALTH SERVICES AGENCY / PUBLIC HEALTH**

Financial Impact:

This agreement is fully funded from the State of California Hospital Preparedness Program (HPP) Years 2022-2027 allocation. \$20,918.39 of available funds will be carried forward from FY 22-23 to FY 23-24 of the HPP budget. The maximum amount payable under this agreement will be increased to \$601,388.17.

Background Information:

The Tehama County Health Services Agency (TCHSA) requires essential services and staff coordination in order to meet the State requirements for the Hospital

Preparedness Program (HPP). This amendment will allow unused funds from the prior year to assist multiple healthcare providers meet local preparedness goals. If this contract is not approved, TCHSA will lose the opportunity to utilize unspent dollars to meet local objectives for HPP.

a) AGREEMENT - Request approval and authorization for the Executive Director to sign amendment #2 to the Agreement with Dignity Health dba St. Elizabeth Community Hospital (Misc. Agree. #2022-284 as amended by Misc. Agree #2023-128), for the purpose of amending the Hospital Preparedness Program (HPP) budget thereby carrying forward unused funds, in the amount of \$20,918.39 from FY 2022-23 to FY 2023-24 to purchase items as outlined in Exhibit G

**13. COMMITTEES & COMMISSIONS
COMMITTEES & COMMISSIONS**

Financial Impact:

Click here to enter Financial Impact.

Background Information:

Click here to enter Background Info.

a) TEHAMA COUNTY FISH & GAME COMMISSION - Three three-year appointments to fill the expired terms of Lorin Fleming as District 4 representative, Lee Morgan and Julie Sisneros as Public at-large representatives, with new said terms expiring 4/15/27

(Interested persons: Lorin Fleming, Lee Morgan and Julie Sisneros)

**14. COMMITTEES & COMMISSIONS
COMMITTEES & COMMISSIONS**

Financial Impact:

Click here to enter Financial Impact.

Background Information:

Click here to enter Background Info.

a) AIR POLLUTION CONTROL DISTRICT HEARING BOARD - One three-year appointment to fill the expired term of Steve Chamblin as Public Member Representative, with new said term expiring 3/31/27

(Interested person: Steve Chamblin)

REGULAR AGENDA

**15. EMPOWER TEHAMA - Outreach Coordinator Jennifer Moniz
EMPOWER TEHAMA - Outreach Coordinator Jennifer Moniz**

Financial Impact:

None.

Background Information:

[Click here to enter Background Info.](#)

a) PROCLAMATION - Request adoption of a proclamation proclaiming April 2024 as "Sexual Assault Awareness Month" in Tehama County

RESULT: APPROVE

MOVER: Candy Carlson

SECONDER: Pati Nolen

16. ADMINISTRATION - Administrative Services Director Dava Kohlman and Lorie Adams, Adams Ashby Group

ADMINISTRATION - Administrative Services Director Dava Kohlman and Lorie Adams, Adams Ashby Group

Financial Impact:

There is no financial impact related to the adoption of this resolution.

Background Information:

The goal of Affirmatively Furthering Fair Housing (AFFH) is to combat Housing discrimination, eliminate racial bias, undo historic patterns of segregation, and lift barriers that restrict access in order to foster inclusive communities and achieve racial equity, fair housing choice, and opportunity for all Californians. During Fair Housing Month, the County of Tehama is prioritizing this goal. By adopting this resolution, the County will confirm that priority and continue the process of supporting access to job opportunities, housing, and quality education while simultaneously reducing impacts to mental and physical health of community members that have historically experienced limitations based on race, sexual orientation, disability status, or other protected characteristics.

Discriminatory government policies, exclusionary tactics, and disparate treatment have long been key components of the housing system and have encouraged spatial inequality based on race. For decades, systemic redlining, restrictive covenants in private land sales, and residential segregation restricted many groups, particularly communities of color, from accessing opportunity and meaningful fair housing choice.

In 2018, the California State Legislature passed AB 686 to expand upon the fair housing requirements and protections outlined in the Fair Employment and Housing Act (FEHA). The law:

- requires all state and local public agencies to facilitate deliberate action to explicitly address, combat, and relieve disparities resulting from past patterns of segregation to foster more inclusive communities.
- creates new requirements that apply to all housing elements due for revision on or after January 1, 2021.

The passage of AB 686 protects the requirement to affirmatively further fair housing within California state law, regardless of future federal actions. It also preserves the strong policy in the U.S. Department of Housing and Community Development's (HUD) Affirmatively Furthering Fair Housing Rule as published in the Federal Register in 2015.

As of January 1, 2019, AB 686 proactively applies the obligation to affirmatively further fair housing to all public agencies in California. Public agencies must now examine existing and future policies, plans, programs, rules, practices, and related activities and make proactive changes to promote more inclusive communities.

DEFINITION

Meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering fair housing means taking meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially and ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws. The duty to affirmatively further fair housing extends to all of a public agency’s activities and programs relating to housing and community development.

a) PRESENTATION - Receive presentation to affirmatively further fair housing through adoption of a resolution and dissemination of information provided

b) RESOLUTION - Request adoption of a resolution by the Board of Supervisors of the County of Tehama, State of California, to adopt the resolution to affirmatively further fair housing

RESULT: APPROVE
MOVER: Candy Carlson
SECONDER: Pati Nolen

17. ENVIRONMENTAL HEALTH - Director Tia Branton
ENVIRONMENTAL HEALTH - Director Tia Branton

Financial Impact:

Financial impact is within our current budget.

Background Information:

Not approving this request will result in the Department not being able to fulfill its specific regulatory duties of a Registered Environmental Health Specialist while experiencing a severe staff shortage. This work is provided under Miscellaneous Agreement 2024-040 which was previously approved by the Board.

a) TRANSFER OF FUNDS: ENVIRONMENTAL HEALTH, B-66: From Salary & Wages (4011-51010) to Professional Services (4011-53230), \$76,000 **(Requires 4/5’s vote)**

RESULT: APPROVE
MOVER: Candy Carlson
SECONDER: Pati Nolen

18. PERSONNEL / SOCIAL SERVICES - Interim Social Services Director Teresa Curiel
PERSONNEL / SOCIAL SERVICES - Interim Social Services Director Teresa

Curiel**Financial Impact:**

Deleting six (6.00 FTE) Eligibility Specialist I/II allocations and replacing them with six (6.00 FTE) Eligibility Specialist Trainee/I/II Bilingual allocations would result in an estimated minimum annual wage and benefit decrease of approximately \$487 in the first year.

These eligibility determination positions will time study and be allocated to the public assistance programs they work in. These programs include Medi-Cal, CalWORKs, CalFresh and General Assistance. The cost will be funded by those programs' administrative allocations, which include federal, state, and local realignment revenues. The current adopted budget is anticipated to be sufficient to cover this increased cost.

Background Information:

The Social Services Department requests Board of Supervisors' approval to amend the Position Allocation List (PAL) by deleting six (6.00 FTE) vacant Eligibility Specialist I/II allocations and adding six (6.00 FTE) Eligibility Specialist Trainee/I/II Bilingual allocations, thereby adding the trainee level to the flexibly staffed classification series. As with the Eligibility Specialist I/II, the Eligibility Specialist Trainee is a Merit Systems Services (MSS) classification, meaning the classification specification is created, maintained, and approved by MSS. The Eligibility Specialist series determines initial and continuing eligibility, authorizes aid payments, initiates case changes, performs in-depth interactive interviewing, and applies extensive multiple aid program knowledge. If approved, the Tehama County Eligibility Specialist Trainee will focus on one program, such as Medi-Cal eligibility.

The Eligibility branch of the Department is understaffed and has been for several years. As a result, the Department is at a critical stage and looking for alternative strategies in order to bring on new staff. The long and arduous recruitment and screening process as a MSS agency results in the loss of a large number of candidates. Merit's screening process and restrictive screening criteria disqualifies many applicants from consideration stating they do not meet the minimum qualifications for the entry-level Eligibility Specialist I. In an already competitive recruitment market, this has made it even more difficult for the Department to obtain an adequate number of qualified applicants.

The County is currently in the process of requesting approval to separate from MSS, which will allow greater control of recruitments. However, the separation process has and will continue to take time. In the meantime, the Department would like to address the challenges that are within our control. By adding the trainee level to the classification series, the Department believes more candidates will pass Merit's initial screening phase. Incumbents will be then able to gain valuable experience specific to the Tehama County community and progress to an Eligibility Specialist I after one (1) year.

The recommended salary placement of the Eligibility Specialist Trainee is Salary

Range 14 within the Joint Council Memorandum of Understanding (MOU). This placement would provide a 7.5% separation between the trainee level and the entry level.

The Joint Council bargaining unit was notified of the proposed action and is in agreement on this matter.

a) RESOLUTION - Request adoption of a resolution amending Resolution No. 2023-88, the FY 23/24 Position Allocation List (PAL), by deleting six (6.00 FTE) Eligibility Specialist I/II allocations and adding six (6.00 FTE) Eligibility Specialist Trainee/I/II Bilingual allocations, effective 4/16/24

RESULT: APPROVE
MOVER: Candy Carlson
SECONDER: Pati Nolen

19. SHERIFF’S OFFICE - Sheriff Dave Kain
SHERIFF’S OFFICE - Sheriff Dave Kain

Financial Impact:

There is no financial impact on the General Fund. The Sheriff’s Office will utilize the Jail Overtime Compensation funds.

Background Information:

The Overtime Compensation funds will be used to replace components of the fire systems per NFPA 25 and local standards at the Tehama County Jail. This is mandated by law, and if it is not done the Jail would be out of compliance with the State of California. If the Tehama County Jail is out of compliance it would open the County up to possible future liability lawsuits.

The Sheriff’s Office already has an agreement with Wilgus Fire Control, Inc (94PA24) to replace all necessary components of the fire systems to ensure compliance.

a) TRANSFER OF FUNDS: SHERIFF; B-61 - From OT Compensation (2032-51012), \$18,926.18; to Maintenance of Structure (2032-53180), \$18,926.18 **(Requires 4/5’s vote)**

RESULT: APPROVE
MOVER: Pati Nolen
SECONDER: Candy Carlson

20. SHERIFF / PERSONNEL - Undersheriff Jeff Garrett
SHERIFF / PERSONNEL - Undersheriff Jeff Garrett

Financial Impact:

The funds for this position are currently budgeted in FY 2023-24, Budget Unit 2027.

Background Information:

The applicant has 10 years’ full-time experience in the US Army. In 2024, the applicant completed a full-time commitment with honorable discharge and is currently enlisted in

the US Army Reserve until 2026.

While in the US Army, the candidate was a full-time Team Leader / Sergeant and received several awards which include Army Commendation Medal, Army Achievement Medal, Joint Meritorious Award, Army Good Conduct Medal, National Defense Service Medal, Korea Defense Service Medal, Humanitarian Service Medal, and Noncommissioned Officer Professional Development Ribbon. The candidate has over 60 earned college units and is two classes short of a degree in Business Administration. During the candidate's enlistment, the candidate also received training relative to Basic Leadership courses, CPR / First Aid, self-defense, including arrest and control, prisoner supervision, training in all aspects of firearms, radio communication, chain of command, combat lifesaving, bomb threat awareness, and high-risk driver training and awareness. Many of these components are transferable within the field of law enforcement. In addition, the candidate also spent three years as an Explorer with the Tehama County Sheriff's Office prior to enlisting in the US Army. Therefore, the candidate's extensive training and experience exceeds the minimum qualifications of the classification and justifies placement at Range 25, Step C within Deputy Sheriffs' Association (DSA) Memorandum of Understanding (MOU).

The candidate would be a benefit to the Tehama County Sheriff's Office and the community it serves.

In order to ensure impartiality, without undue influence or bias, this request was sent to a Human Resource Office in a neighboring agency for assessment. Upon their review of the candidate's education and prior work experience, the Other Than A Step placement was approved contingent upon the successful completion of all other pre-employment requirements.

a) OTHER THAN "A" STEP - Request approval to appoint applicant as Sheriff's Correctional Deputy I, Range 25, Step C, effective 4/7/24

RESULT: APPROVE

MOVER: Matt Hansen

SECONDER: Pati Nolen

21. DISTRICT ATTORNEY - District Attorney Matt Rogers
DISTRICT ATTORNEY - District Attorney Matt Rogers

Financial Impact:

The uniforms will be paid for from State Asset Seizure funds allocated to the Tehama County District Attorney's Office. The cost is estimated to be \$2,360. There is no impact to the General fund.

Background Information:

The Tehama County District Attorney Bureau of Investigation is seeking to add identifiable uniforms as part of daily attire in the office to fulltime sworn employees. Uniforms allow easy identification of a police officer and provide additional protection for employees. The uniforms will be worn periodically for daily activity as well as for special events and whenever department administration determines there is a need.

Several employees have already been provided with uniforms and two employees will be supplied with uniforms through grant funding. TCDABI is currently requesting to purchase uniforms for two employees through asset forfeiture. Sworn employees at the Bureau of Investigation do not receive uniform allowance and therefore purchase all daily attire with personal funds.

a) TRANSFER OF FUNDS: DISTRICT ATTORNEY - B-63 - From State Asset Seizure Funds (2013-471122) to Contingency (2002-59000), \$2,360; and From Contingency (2002-59000) to Special Department Expense (2013-53280), \$2,360 **(Requires 4/5's vote)**

RESULT: APPROVE
MOVER: Candy Carlson
SECONDER: Matt Hansen

22. DISTRICT ATTORNEY - District Attorney Matt Rogers
DISTRICT ATTORNEY - District Attorney Matt Rogers

Financial Impact:

This grant is funded 100% through the State of California Department of Insurance. Funds for FY 2023/2024 will be used for Salaries/Benefits (\$226,663) and Services/Supplies (\$21,119) for a total of \$247,782.

Background Information:

The Tehama County District Attorney's Office (DA) continues to receive grant funds from the State of California and works cooperatively with the California Department of Insurance to investigate and prosecute Workers' Compensation Fraud in Tehama County. The DA has participated in this program since Fiscal Year 2008-2009. The DA investigates Workers' Compensation fraud cases independently from the state and jointly with the Department of Insurance Fraud Bureau. The DA also works jointly with several other state agencies (Department of Labor, California State Contractors Board). If the grant application is not approved, one Investigator position would be lost.

a) AGREEMENT / RESOLUTION - Request adoption of a resolution authorizing the District Attorney to apply for, execute and administer the State of California Department of Insurance Workers' Compensation Insurance Fraud Grant including any extensions or amendments for fiscal year 2024/25 in the amount of \$247,782, effective 7/1/24 through 6/30/25

RESULT: APPROVE
MOVER: Candy Carlson
SECONDER: Pati Nolen

23. HEALTH SERVICES AGENCY / MENTAL HEALTH - Executive Director Jayme Bottke
HEALTH SERVICES AGENCY / MENTAL HEALTH - Executive Director Jayme Bottke

Financial Impact:

This is a receivable to the Tehama County Health Services Agency in the amount of \$1,000,227.

Background Information:

The California Department of Health Care Services (DHCS) has recently approved funding up to \$1 Million per county to support non-CCMU contracted counties in providing resource to build infrastructure for mobile crisis team(s). This funding can be used to support infrastructure such as:

- vehicles (including modifications)
- equipment (including computer hardware and software, supplies)
- vehicle related costs (ex: insurance, fuel)
- field communications (ex: cell phone utilization fees)
- support to dispatch, training of CCMU teams and partners
- coordination and planning
- development of peers supports
- marketing and
- data collection and reporting

Advocates for Human Potential, Inc. (AHP) is contracted as the Administrative Entity on behalf of DHCS and is administering this funding to eligible grantees.

To be eligible for this funding, the department must meet the following criteria :

- expend all contracted funding by 6/30/2025
- begin to expend new funding by 4/1/2024 or forfeit funding
- execute contract with all county signatures within 45 days of receipt

a) AGREEMENT - Request approval and authorization for the Executive Director to sign the Agreement and necessary attachments with Advocates for Human Potential, Inc. for the implementation of the Crisis Care Mobile Units Program (CCMU) grant in the amount of \$1,000,227, effective 4/1/24 and shall terminate on 6/30/25

RESULT: APPROVE
MOVER: Candy Carlson
SECONDER: Pati Nolen

24. **HEALTH SERVICES AGENCY / MENTAL HEALTH - Executive Director Jayme Bottke**
HEALTH SERVICES AGENCY / MENTAL HEALTH - Executive Director Jayme Bottke

Financial Impact:

This is a receivable to the Tehama County Health Services Agency in the amount of \$2,371,591.

Background Information:

The State of California through the Department of Health Care Services (DHCS) is administering the BHBH Program, awarding funding to county Behavioral Health Agencies in order to operate bridge house settings to address the immediate and

sustainable housing needs of people experiencing homelessness who have serious behavioral health conditions, including serious mental illness and/or substance use disorder. The Tehama County Health Services Agency intends to apply for this funding.

The BHBH program was signed into law in September 2022, and DHCS requires Behavioral Health Agencies applying for funding to clearly demonstrate how they will reach these historically underserved client populations that are most in need of supportive services. DHCS has engaged Advocates for Human Potential, Inc (AHP) to serve as the administrative entity supporting the implementation of the BHBH Program, including reviewing BHBH Program plans, engaging additional consultants to support the implementation, providing general grant training and technical assistance during the application process, and throughout the life of the BHBH Program Plan.

These funds will play a critical role in meeting new state mandates and those not yet implemented.

a) AGREEMENT - Request approval and authorization for the Executive Director to sign the Agreement and necessary attachments with Advocates for Human Potential, Inc. for the implementation of the Behavioral Health Bridge Housing Program (BHBH Program) in the amount of \$2,371,591, effective 6/23/23 and shall terminate 6/30/27

RESULT: APPROVE

MOVER: Candy Carlson

SECONDER: Pati Nolen

25. PUBLIC WORKS / TRANSPORTATION - Executive Director Simon and Deputy Director Riske-Gomez

PUBLIC WORKS / TRANSPORTATION - Executive Director Simon and Deputy Director Riske-Gomez

Financial Impact:

No financial impact to the County.

Background Information:

Executive Director James Simon and Deputy Director Jessica Riske-Gomez, Request authorization for the Chairman to sign the Public Authority Letter of Acknowledgement identifying portions of the Tehama County roadway system listed by the Paskenta Band of Nomlaki Indian Tribe as an inclusion into the National Tribal Transportation Facility Inventory

The National Tribal Transportation Facility Inventory (NTTFI), is defined under 25 CFR ss 170.442 which identifies transportation facilities such as public highways, roads, bridges, trails, transit systems, or other approved facilities that are located on or provides access to Tribal land.

The Public Authority letter acknowledges the inclusion of Tehama County roadways that are requested to be listed in the NTTFI. Allowing the Tribe to include these roads on the NTTFI allows the Tribe the opportunity to provide potential funding to future roadway improvement projects.

Staff would like to note that the County is in no way relinquishing responsibility for the listed roads.

a) RESOLUTION - Request adoption of a resolution approving the Paskenta Band of Nomlaki Indian Tribe National Tribal Transportation Facility Inventory (NTTFI) road list

RESULT: APPROVE

MOVER: Pati Nolen

SECONDER: Candy Carlson

26. PERSONNEL / PUBLIC WORKS - Director Jim Simon

PERSONNEL / PUBLIC WORKS - Director Jim Simon

Financial Impact:

There is no impact to the General Fund. These are non-general fund positions and adequate funding is allocated in the Road fund.

Background Information:

The Public Works Department is requesting approval to revise the Fleet Mechanic series into one flexibly staffed classification specification by combining the Fleet Mechanic I, Fleet Mechanic II and Fleet Mechanic III into a Fleet Mechanic I/II/III. In addition, the Department requests to amend their Position Allocation List (PAL) by deleting four (4.00 FTE) Fleet Mechanic I, Fleet Mechanic II, or Fleet Mechanic III allocations and adding four (4.00 FTE) Fleet Mechanic I/II/III allocations.

Designating the classification as a flexibly staffed position would provide an incumbent the opportunity to progress through the entire Fleet Mechanic series. An incumbent may only be considered to progress to the higher level within the classification by meeting the minimum education and experience requirements. However, the progression is at the discretion of the Public Works Director, considering skill level and positions allocated in the budget process. Combining these classifications provides more flexibility and allows prospective employees as well as current incumbents the opportunity to promote, which may ultimately increase employee longevity. The Department also believes this will promote interest in the positions and increase the quantity and quality of the application pool.

In addition to creating a flexibly staffed series, the Department is also requesting to amend the minimum qualifications for the entry-level Fleet Mechanic I classification.

The current minimum qualifications for the Fleet Mechanic I require an incumbent to obtain a valid Class A License within six (6) months of employment. The Department is requesting to remove this requirement to allow for increased recruitment possibilities for this highly specialized position, which requires knowledge of repair and routine maintenance of vehicles and heavy equipment. Additionally, the Department has determined the necessity to update other areas of the class spec to include an accurate and appropriate description of the desired job requirements to be performed by the incumbents. This includes updating specific reports-to titles and removing redundant language from the Essential Functions, Ability To and Knowledge Of

sections.

There is no requested change to the salary range placements .

The Joint Council Bargaining Unit has been notified of the proposed modifications and are in agreement with the changes.

a) Request approval of the revised classification specification of Fleet Mechanic I/II/III within the Joint Council Bargaining Unit, effective 4/16/24

b) RESOLUTION - Request adoption of a resolution amending Resolution 2023-88, the FY 23/24 Position Allocation List (PAL), by deleting four (4.00 FTE) Fleet Mechanic I, Fleet Mechanic II, or Fleet Mechanic III allocations, and adding four (4.00 FTE) Fleet Mechanic I/II/III allocations, effective 4/16/24

- RESULT:** APPROVE
- MOVER:** Matt Hansen
- SECONDER:** Candy Carlson
- RESULT:** APPROVE
- MOVER:** Matt Hansen
- SECONDER:** Candy Carlson

27. PERSONNEL / PUBLIC WORKS - Director Jim Simon

PERSONNEL / PUBLIC WORKS - Director Jim Simon

Financial Impact:

The annual base salary for a full time Engineering Technician III Step C is \$69,451.20, a \$6468.80 increase over that of a Step A. The Department has sufficient 2023/2024 fiscal year funding budgeted for appointment at Step C.

Background Information:

The candidate’s extensive survey work history and drafting experience including the use of CAD and Civil 3D in addition to his experience in the field setting grade and rotating plans, mirrors the ideal candidate statement for this position. This candidate was considered the highest-ranking candidate during the application process for this position and has agreed to employment at the negotiated rate within the Tehama County salary scale. The candidate’s training and experience exceeds that of an A Step employee. Public Works would like to realize the opportunity to appoint a highly qualified candidate such as this.

Personnel has reviewed the candidate’s qualifications and is in agreement with placement at Salary Range 37, Step C upon successful completion of all pre-employment requirements.

a) Request approval to appoint the candidate as an Engineering Technician III at Salary Range 37, Step C, effective 4/21/24 or upon successful completion of all pre-employment requirements

- RESULT:** APPROVE
- MOVER:** Candy Carlson

SECONDER: Pati Nolen

28. PERSONNEL - Director Coral Ferrin

PERSONNEL - Director Coral Ferrin

Financial Impact:

There is no financial impact associated with this request. Bilingual pay stipends for FY 23/24 have been allocated in the annual adopted budget.

Background Information:

TCPR §3302: Bilingual Pay

The Personnel Office is requesting revisions to TCPR §3302: Bilingual Pay. Proposed revisions would amend the current process for tracking bilingual pay designations within the Position Allocation List (PAL). Rather than associating bilingual pay designations with specific positions within the official PAL, bilingual pay designations will be allocated by total number within Departments and determined during the annual recommended and adopted budget process.

Currently, bilingual pay designations are associated with the classification specification. County of Tehama participated in a CalPERS reporting requirements audit in 2020. As a result of this audit, CalPERS required classification specifications designated as "bilingual" be eliminated. The request was completed for CalPERS compliance, however; the PAL was never changed.

This proposed change provides Departments with the flexibility to move a bilingual designations within their PAL more freely. Meaning, Department Heads will have the ability to move bilingual designations between positions, without having to come before the Board of Supervisors to request an official PAL allocation change. For instance, if an employee receiving a bilingual stipend is promoted to a higher level classification, the bilingual stipend can be moved accordingly without Board action.

Other language changes proposed are for clean-up and to provide clarity.

The draft was created by the Personnel Department, then routed through the Personnel Review Committee, the Department Heads, and the bargaining units, if applicable. The process then continues to presentation and/or approval by the full Board, which is the final step in approving this Personnel Rule.

a) Request adoption of proposed revisions to TCPR §3302: Bilingual Pay

RESULT: APPROVE

MOVER: Matt Hansen

SECONDER: Pati Nolen

29. APPROVAL OF MINUTES - Clerk & Recorder Jennifer Vise

APPROVAL OF MINUTES - Clerk & Recorder Jennifer Vise

Financial Impact:

None

Background Information:

a) Waive the reading and approve the minutes of the regular meeting held 3/26/2024

RESULT: APPROVE

MOVER: Pati Nolen

SECONDER: Matt Hansen

30. ADMINISTRATION / AUDITOR-CONTROLLER / TREASURER-TAX COLLECTOR - Chief Administrator Gabriel Hydrick

ADMINISTRATION / AUDITOR-CONTROLLER / TREASURER-TAX COLLECTOR - Chief Administrator Gabriel Hydrick

Financial Impact:

Due to state mandated programs and delayed payments from the State, the County has been put in a position where General Fund is paying negative interest on behalf of some county departments and back end borrowing in the last seven years. The General Fund has been impacted in the amount of \$918,776.

Background Information:

Current practice of back end borrowing from the General Fund for state mandated programs is not best practice. Following extensive collaboration with the Auditor’s Office, Treasure/Tax Collectors, Administration Office, and our Debt Advisor counsel, we have identified solutions that aligned better with industry best practices and serve the best interests of the county’s General Fund.

a) INFORMATIONAL PRESENTATION - To provide the Board with information regarding County Cash Balance, current process, and best practices that need to be implemented

b) Request direction from the Board on actions necessary to move forward

**31. BOARD OF SUPERVISORS
BOARD OF SUPERVISORS**

Financial Impact:

Click here to enter Financial Impact.

Background Information:

Click here to enter Background Info.

a) STUDY SESSION - Board discussion regarding comparator counties

FUTURE AGENDA ITEMS

CLOSED SESSION

Members of the public may address the Closed Session matters at the time the closed session is announced.

REPORTABLE ACTIONS FROM CLOSED SESSION

ADJOURN

ATTEST: April 29, 2024

Board

Supervisors

JENNIFER A. VISE, Clerk
of the Board of Supervisors

APPROVED

Chairman of the
of