



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 Supervisor Moule, seconded by Vice Chair Hansen, to approve the Consent Agenda. The motion carried by the following vote:

RESULT: APPROVED THE CONSENT AGENDA

MOVER: William Moule

SECONDER: Matt Hansen

- 1. GENERAL WARRANT REGISTER - 3/10-16/24**
GENERAL WARRANT REGISTER - 3/10-16/24
- 2. ADMINISTRATION**
ADMINISTRATION

Financial Impact:

Per capita funds are allocated based on population and Tehama County has received the minimum allocation of \$400,000. There is no match requirement for projects serving a "severely disadvantaged community" (median household income less than 60% of the statewide average). Mill Creek Park is in a severely disadvantaged community.

Background Information:

The California State Parks Per Capita Program is part of Proposition 68, the California Drought, Water, Parks, Climate, Coastal Protection and Outdoor Access for All Act of 2018 which was approved by the voters on June 5, 2018. Funds are available to local governments for park rehabilitation, creation, and improvements on a per capita basis. Grant recipients are encouraged to utilize awards to rehabilitate existing infrastructure and to address deficiencies in neighborhoods lacking access to the outdoors. Projects must be for recreational purposes, either acquisition or development. Projects that consist of repairs or maintenance are not eligible under this program.

Tehama County's allocation is dedicated to the following project:

Mill Creek Park Ball Field Lights:

The existing system of ball field lights were installed in 1972 and are outdated and a safety issue. Upon inspection and direction by the former Interim Building Official, the lights have been shut down. This project will be for the installation of new ball field lights on one of the larger fields (the current lights are on the softball field). This project includes engineering to design and spec a project in conformance to Little League field standards and all equipment, including installation.

The original agreement had a performance period from 6/1/2018 to 6/30/2024. With delays associated with the COVID-19 pandemic impacting most grantees, the State has extended the grant performance to 6/30/28. This project is tentatively scheduled to be completed by the original performance period ending 6/30/24. By Board resolution, the Chief Administrator has the authority to sign and execute this amendment.

a) AGREEMENT - Request confirmation of Amendment No. 1 to Agreement #C9801112 with the State of California Department of Parks and Recreation for the 2018 Parks Bond Act Per Capita Grant Program thereby amending the appropriation liquidation date to 6/30/28

3. ADMINISTRATION
ADMINISTRATION

Financial Impact:

The proposed contract is funded by the Public Defense Pilot Program grant from the Board of State Community Corrections (BSCC), as such there will be no impact to the General Fund or the current Public Defender contracts.

Background Information:

The Amendment to Agreement #2023-37 will extend the term of the agreement through June 30, 2024, all other terms and conditions of the agreement remain the same. Mr. Magid has pending cases that are in the process of concluding. The extended term will allow Mr. Magid to finalize his participation in the pending cases without his clients having to seek and retain other counsel to finalize the matters.

a) AGREEMENT - Request approval and authorization for the Chairman to sign the

Amendment with Benjamin Magid for Defense of Indigent Persons under the Public Defense Pilot Program grant (Misc. Agree #2023-037), thereby extending the term through 6/30/24 (*Subject to required insurance documentation*)

4. ADMINISTRATION / AUDITOR-CONTROLLER
ADMINISTRATION / AUDITOR-CONTROLLER

Financial Impact:

The cost for audit services will be \$70,950 for FY 23/24 and \$72,350 for FY 24/25. Funds will be requested for each fiscal year within the Professional County Services (1105) budget.

Background Information:

A countywide audit is required in order to comply with the provisions of the Federal Single Audit Act of 1984, the U.S. Office of Management and Budget (OMB) Circular A-133 Audits of States, Local Governments and Non-Profit Organizations, and California Government Code section 25250.

On 10/20/20, the Board approved a three-year contract with Clifton Larson Allen, LLP . after a competitive Request for Proposals process. Their original proposal provided pricing options for an additional two fiscal years which is reflected in the requested amendment.

a) AGREEMENT - Request approval and authorization for the Chairman to sign the Amendment to the Agreement with CliftonLarsonAllen, LLP (Misc. Agree. #2020-307), for the purpose of providing professional audit services for two additional fiscal years ending 6/30/24 and 6/30/25, thereby increasing the not to exceed amount to \$348,050

7. DISTRICT ATTORNEY
DISTRICT ATTORNEY

Financial Impact:

The first quarter payment for routine maintenance and hosting was included in the FY 2023-24 District Attorney budget. The second through fourth quarter payment will be included in the FY 2023-24 budget.

Background Information:

Tehama County District Attorney's Office (TCDA) purchased Prosecutor by Karpel (Karpel) case management system which included the first year of maintenance effective March 1, 2020, when we went "live" with the program. The new agreements will cover the annual routine maintenance and annual hosting costs for the period of March 1, 2024 through February 29, 2025 for a total of \$29,200.

Without approval we will not be able to continue to use this specialized software .

a) AGREEMENT - Request approval and authorization for the District Attorney to sign the Agreement with KARPEL Solutions Inc. for the annual routine software maintenance of the copyrighted modern case management software program know as PROSECUTOR by Karpel in the amount not to exceed \$24,400, effective 3/1/24 and

shall terminate 2/28/25 *(Subject to receipt of required insurance documentation)*

b) AGREEMENT - Request approval and authorization for the District Attorney to sign the Agreement with KARPEL Solutions Inc. for the routine annual hosting of the software program know as PROSECUTOR by Karpel in the amount not to exceed \$4,800, effective 3/1/24 and shall terminate 2/28/25 *(Subject to receipt of required insurance documentation)*

**8. HEALTH SERVICES AGENCY / PUBLIC HEALTH DIVISION
HEALTH SERVICES AGENCY / PUBLIC HEALTH DIVISION**

Financial Impact:

Provision of Hepatitis A vaccine, B vaccine, and Tuberculin testing will provide nominal revenue to TCHSA, Public Health Division. The fees charged to Contractors includes the cost of the vaccines and/or Tuberculin testing supplies, plus an administration fee per injection.

Background Information:

For many years now TCHSA, Public Health Division, has been providing this communicable disease prevention service to community partners, local schools, and County Departments. If this request is not granted, certain staff of the City of Red Bluff could be at a greater risk of contracting and spreading Hepatitis A, Hepatitis B and/or Tuberculosis. Request approval to assist this agency in complying with CalOSHA standards and in preventing the spread of communicable diseases.

a) AGREEMENT - Approval and authorization for the Executive Director to sign the agreement with the City of Red Bluff for the purpose of providing Hepatitis A vaccination, Hepatitis B vaccination, and/or Tuberculin skin testing to certain employees of contractor determined to be at risk, for the cost of the vaccine plus an administration fee per injection as indicated in Exhibit B, for the term of 4/2/24, and shall terminate on 4/1/29

**9. SHERIFF’S OFFICE
SHERIFF’S OFFICE**

Financial Impact:

Agreement to cover the expenses for Law Enforcement services provided.

Background Information:

It is our honor to support our community by providing security to preserve the peace at special events held at our local Tehama District Fairgrounds.

a) AGREEMENT - Request approval and authorization for the Chair and Sheriff to sign the Agreement with the Red Bluff Round-Up Association for the purpose of providing Special Event supplemental law enforcement services at the 2024 Red Bluff Round-Up in the estimated amount of \$10,867, effective 4/19/24 and shall terminate 4/21/24

REGULAR AGENDA

ADMINISTRATION

ADMINISTRATION

Financial Impact:

There is no financial impact associated with the letter of support.

Background Information:

The Bureau of Land Management’s (BLM) Redding Field Office is requesting a letter of support from the Tehama County Board of Supervisors in their efforts to acquire funds from the Land and Water Conservation Fund (LWCF) to acquire the 284-acre Jelly’s Ferry Parcel on the Sacramento River south of the Oak Slough trailhead and just upriver from the new Jelly’s Ferry Sacramento River Bridge. This project provides space for families and sportsmen from Tehama County to get outside and enjoy their public lands.

a) Request approval and authorization for the Chair to sign the letter of support for the Land and Water Conservation Fund (LWCF) request to be submitted by the Bureau of Land Management, Redding Field Office for LWCF funds

RESULT: APPROVE

MOVER: William Moule

SECONDER: Pati Nolen

- 10. **TEHAMA COUNTY 4KIDS - Child Abuse Prevention Coordinator Andrea Martin**
- TEHAMA COUNTY 4KIDS - Child Abuse Prevention Coordinator Andrea Martin**

Financial Impact:

[Click here to enter Financial Impact.](#)

Background Information:

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

a) PROCLAMATION - Request adoption of a Proclamation designating April 2024 as Child Abuse Prevention Month

RESULT: APPROVE

MOVER: Matt Hansen

SECONDER: Candy Carlson

- 11. **HEALTH SERVICES AGENCY / PUBLIC HEALTH ADVISORY BOARD - Executive Director Jayme Bottke, Public Health Director Minnie Sagar, and Chairperson Tina Brown**
- HEALTH SERVICES AGENCY / PUBLIC HEALTH ADVISORY BOARD - Executive Director Jayme Bottke, Public Health Director Minnie Sagar, and Chairperson Tina Brown**

Financial Impact:

No financial impact.

Background Information:

The Community Health Hero Award presented by the Public Health Advisory Board (PHAB) was created to honor a community member or an organization that is currently making a difference in the health of Tehama County residents. This award acknowledges efforts that demonstrate promotion and implementation of prevention strategies, collaboration, leadership, and innovation for Tehama County.

- a) PROCLAMATION - Request adoption of a proclamation proclaiming the week of April 1-7, 2024 as "Public Health Week" in Tehama County
- b) INFORMATIONAL PRESENTATION - Regarding the Tehama County Public Health Advisory Board's Annual Report for 2022-2023

c) Presentation of the Community Health Hero Award

RESULT: APPROVE
MOVER: Matt Hansen
SECONDER: Candy Carlson

12. DISTRICT ATTORNEY - District Attorney Matt Rogers

Financial Impact:

The travel expenses, lodging, per-diem, and incidentals will be paid from our Victim Gaps Grant and Human Trafficking Grant. These costs are estimated to be no more than \$6,000. There is no impact to the General Fund.

Background Information:

NOVA's annual training event provides the victim assistance community of advocates, crisis responders, and other allied professionals with an opportunity to connect and gain best emerging practices for serving survivors of crime. Attendees choose from an extensive list of workshop topics and hear from inspiring keynote speakers. It is the largest and most in-depth victim advocacy training available in the United States.

- a) Request approval for out-of-state travel for a Victim Advocate and Victim Services Coordinator to travel to Washington D.C. on July 28 - August 2, 2024, to attend the National NOVA (National Organization for Victim Advocates) training

RESULT: APPROVE
MOVER: William Moule
SECONDER: Candy Carlson

13. SHERIFF / PERSONNEL - Sheriff Dave Kain

SHERIFF / PERSONNEL - Sheriff Dave Kain

Financial Impact:

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

Background Information:

This applicant is currently a full-time Police Officer with an allied agency. The applicant is an 8-year veteran with this local agency and has vast working experience in all facets of patrol related fields. The applicant currently holds the rank of Corporal and supervises up to 5 employees. Additionally, the applicant is a SWAT team member,

Field Training Officer, Less Lethal Instructor, and holds an associate degree in administration of justice. The candidates' experience far exceeds the minimum qualifications of the classification and justifies placement at Range 40, Step E within Deputy Sheriff's Association (DSA) Memorandum of Understanding (MOU).

The candidates' years of service and experience is a benefit to the Sheriff's Office.

The candidate's experience and qualifications have been reviewed and the Personnel Office is in agreement with placement at Salary Range 40, Step E upon successful completion of all pre-employment requirements.

a) OTHER THAN "A" STEP - Request approval to appoint applicant as Deputy Sheriff, Range 40, Step E, upon successful completion of all pre-employment requirements

RESULT: APPROVE
MOVER: William Moule
SECONDER: Candy Carlson

RECESS to convene as the In-Home Supportive Services Public Authority

- 14. **TEHAMA COUNTY IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY - Public Authority Program Manager David Madrigal**
- TEHAMA COUNTY IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY - Public Authority Program Manager David Madrigal**

Financial Impact:

The increased pay for the In-Home Supportive Services (IHSS) providers will raise the cost of the County's annual IHSS Maintenance of Effort (MOE). The IHSS MOE is paid by Social Services each fiscal year, and it is intended to pay the County's share of the IHSS providers' wages. Currently providers are paid minimum wage of \$16 per hour. If approved, the pay increase will be added to the minimum wage rate going forward.

The MOE in the current fiscal year 2023/24 is \$2,461,852. The MOE has an annual 4% escalator, so the cost will increase 4% each fiscal year, in addition to pay increase. The projected costs below take into account what would have been paid without the pay increases (MOE plus escalator) vs with the pay increases (MOE plus pay increases plus escalator).

In the first year, the pay rate increases by \$1.00 per hour. The projected cost is \$313,029 and the IHSS MOE is estimated to be \$2,873,355.

In the second year, the pay rate increases to \$1.25 per hour. The projected cost is \$410,434 and the IHSS MOE is estimated to be \$3,073,173.

In the third year, the pay rate increases to \$1.50. The projected cost is \$515,131, and the IHSS MOE is estimated to be \$3,284,379.

In these three years of implementation, the IHSS MOE is projected to be

\$1,238,594 higher with the pay increases, than it would have been absent the pay increases.

Social Services' Health & Welfare Realignment is responsible to pay this cost. In the most recent full fiscal year 2022/23, the revenue received totaled \$5,224,914. The IHSS MOE currently expends 47% of this revenue, and that will increase up to approximately 63% upon full implementation. The revenue received varies from year to year. It is subject to the economy, as it is comprised of state sales tax and vehicle license fees.

Health & Welfare Realignment revenue is intended to also cover the County's share of Child Protective Services, Adult Protective Services, Foster Care, Adoptions, CalFresh, CalWORKs and In-Home Supportive Services.

Background Information:

The preceding MOU with the providers' union expired in 2012. The County and union have met and conferred sporadically since then, and members on each side have changed over time. IHSS Public Authority and SEIU Local 2015 have recently come to agreement on the MOU presented today.

At this time, the California Department of Social Services (CDSS) requires notification of the approved MOU and approval requested of the initial pay increase, which is reflected in the SOC 449 rate package. The additional two pay increases will be submitted at least 60, but not more than 90 days before their effective dates. Rate changes take effect the first day of the month following CDSS' approval, per California Welfare and Institutions Code section 12306.1(b).

The payroll taxes on the SOC 449 are estimated based on the most recent four quarters' actual gross wages and employer deductions.

Public Authority's administrative rate is a measure used by CDSS to look at the administrative cost of Public Authority per hour worked by the providers. It is calculated on Public Authority's Adopted Budget (budget unit 5101) divided by estimated hours worked by the providers in fiscal year 2023/24. It is measure used by CDSS, and is not associated with the IHSS MOE.

Upon approval of the rate package, CDSS initiates the providers' pay increase and calculates the official increase for the IHSS MOE.

a) Request adoption of a resolution approving the Memorandum of Understanding (MOU) between the Tehama County In Home Supportive Services Public Authority a the Service Employees International Union (SEIU), Local 2015, effective 3/19/24 to 3/18/27

b) Request authorization to submit the In-Home Supportive Services Public Authority/Non-Profit Consortium Rate package, which notifies California Department of Social Services of the wage increase for In-Home Supportive Services providers from \$16.00 to \$17.00 per hour plus estimated payroll taxes, and updates the

Public Authority administrative rate from \$.22 to \$.24 per hour, with the requested effective date of 7/1/24

- RESULT:** APPROVE
- MOVER:** Candy Carlson
- SECONDER:** Pati Nolen
- RESULT:** APPROVE
- MOVER:** Pati Nolen
- SECONDER:** Candy Carlson

ADJOURN to reconvene as the Tehama County Board of Supervisors

15. INFRASTRUCTURE REPORT / PUBLIC WORKS - Director Jim Simon
INFRASTRUCTURE REPORT / PUBLIC WORKS - Director Jim Simon

Financial Impact:
N/A

Background Information:

The Infrastructure Condition Report is an annual report to the Board of Supervisors in compliance with the requirements of the Government Accounting Standards Board Statement 34 (GASB34) regarding infrastructure management. This allows the County to determine the asset method used (depreciation or the modified approach). The Board may choose not to accept the report and associated recommendation, in which case Public Works would submit a revised recommendation for the Board’s consideration. Alternately, the County would not be allowed to use the modified approach for reporting infrastructure assets and would be required to depreciate infrastructure assets.

The 2022/2023 assessment of County road infrastructure assets are:

- Roads: 43% at fair or better condition
- Bridges: 92% at fair or better condition
- Signs: 94% at fair or better condition

a) INFRASTRUCTURE CONDITION REPORT - Per Resolution 2021-56 request acceptance of the Infrastructure Condition Report providing the results of the three most recently completed condition assessments, demonstrating the level at which infrastructure assets have been maintained and acceptance of \$23 Million as the estimated amount needed to maintain 50% of the roads and 75% of the bridges and signs at a fair or better condition; and

b) Pursuant to Resolution 2021-56 accept recommendation from Public Works to maintain 50% of the County’s roads, 75% of bridges, and 75% of signs at a fair or better condition

- RESULT:** APPROVE
- MOVER:** William Moule
- SECONDER:** Matt Hansen
- RESULT:** APPROVE

MOVER: William Moule

SECONDER: Matt Hansen

16. PUBLIC WORKS - Director Jim Simon

PUBLIC WORKS - Director Jim Simon

Financial Impact:

There is no financial impact to the General Fund.

Background Information:

California Streets and Highways Code Section 2121 requires that the County certify the maintained road mileage including any additions or deletions from the County road system to continue receiving the appropriate allocation of transportation funds.

a) RESOLUTION - Request adoption of a resolution confirming the County's maintained mileage to consist of a total of 1086.12

RESULT: APPROVE

MOVER: William Moule

SECONDER: Candy Carlson

17. PUBLIC WORKS / PURCHASING- Director Jim Simon

PUBLIC WORKS / PURCHASING- Director Jim Simon

Financial Impact:

The 4x2 pickups will be purchased with funds budgeted for planned vehicle replacements. All purchases are budgeted in Road account 3011-57605 and will not impact the General Fund.

Background Information:

The new pickups will be replacing the following vehicles that all have outlived their useful life and have an excessive number of miles on them:

#42- 1992 Chevy C1500 with 229,000 miles

#173- 1995 Chevy C2500 with 249,000 miles

#206- Chevy C2500 with 274,000 miles

a) Request approval of specifications for the purchase of three (3) New ¾ ton 4x2 Extended Cab Long Bed Pickup Trucks

b) Request authorization for Purchasing to solicit bids for three (3) New ¾ ton 4x2 Extended Cab Long Bed Pickup Trucks with the bid opening set for 3pm on 4/15/24 at Tehama County Administration, 727 Oak St., Red Bluff, CA 96080

RESULT: APPROVE

MOVER: William Moule

SECONDER: Pati Nolen

RESULT: APPROVE

MOVER: William Moule

SECONDER: Pati Nolen

**18. PUBLIC WORKS / PURCHASING - Director Jim Simon
PUBLIC WORKS / PURCHASING - Director Jim Simon**

Financial Impact:

The purchase of this vehicle will be paid with funds budgeted for planned vehicle replacements in the 23-24 fiscal year. Funding is available in the Road account 3011-57605. There will be no impact to the General Fund.

Background Information:

The new SUV will be replacing the Director’s current SUV that is a 2007 Chevy Trailblazer with 189,000 miles on it.

- a) Request approval of the specifications for one (1) new mid-size AWD SUV to be utilized by the Public Works Department

- b) Request authorization for the Purchasing Department to solicit bids for one (1) new mid- size AWD SUV, with bid opening set for 3:00 pm on 4/15/24 at the Administrative Office, 727 Oak Street, Red Bluff CA.

- RESULT:** APPROVE
- MOVER:** William Moule
- SECONDER:** Pati Nolen

- RESULT:** APPROVE
- MOVER:** William Moule
- SECONDER:** Pati Nolen

**19. ADMINISTRATION / GOLDEN STATE CONNECT AUTHORITY - Administrative Services Director Dava Kohlman
ADMINISTRATION / GOLDEN STATE CONNECT AUTHORITY - Administrative Services Director Dava Kohlman**

Financial Impact:

The construction-ready, low-level network design is funded by the Local Agency Technical Assistance grant in the amount of \$500,000 which is budgeted in Advertising and Community Service/Broadband (1091-55546).

Background Information:

The Golden State Connect Authority has contracted with a professional network design firm for the development of Tehama County’s broadband network design. On 2/27/24, the Board approved hut locations for two priority areas of Tehama County: 1) Gerber/Proberta/Los Flores and 2) Los Molinos. The huts and cabinet(s) will house all of the electronic systems associated with the local network. The Board approved the Public Works yard located at 9380 San Benito Avenue in Gerber and the fire station located at 7930 Sherwood Boulevard in Los Molinos as the best on-site locations.

Site visits for the proposed sites were conducted on 3/20/24 with the network design team and County staff. A more suitable site for the Gerber area was

identified at the Public Works storage yard located across the street at 9340 San Benito Avenue. This location would be less intrusive to operations and would keep the parking areas open for any future expansion.

Staff is requesting authorization to submit a revised Low-Level Design - Hut Location Confirmation to GSCA. The previously approved hut location for Los Molinos is still acceptable.

a) Request approval and authorization for the Chief Administrator to sign the revised Low-Level Design - Hut Location Confirmation and submit to Golden State Connect Authority (GSCA)

RESULT: APPROVE
MOVER: Matt Hansen
SECONDER: Pati Nolen

**20. ADMINISTRATION / PERSONNEL - Chief Administrator Gabriel Hydrick
ADMINISTRATION / PERSONNEL - Chief Administrator Gabriel Hydrick**

Financial Impact:

Ms. Kain's current annual salary placement is \$110,884, which is Step E of Salary Range 52. The proposed annual salary placement is \$125,455, which is Step E of Salary Range 57. The increased cost to the General Fund for salary, benefits, and roll-up costs is approximately \$17,611.18.

Background Information:

Following the implementation of the compensation study, the Board of Supervisors gave direction for County Counsel to retain Boutin Jones, Inc. to provide a supplemental assessment of the compensation study findings for County Department Heads. The purpose of this supplemental assessment was to provide an opportunity for County Department Heads to submit additional information for review regarding the compensation study findings and to request reconsideration of any salary changes made following such findings.

Based on the findings of the supplemental assessment, Boutin Jones, Inc. recommends the salary range of the Tehama County Public Guardian/Public Administrator be amended from Salary Range 52 to Salary Range 57. This recommendation is based on the unique situation of the Tehama County Public Guardian/Public Administrator, in that the position encompasses responsibilities of Public Guardian, Public Administrator, and Public Conservator. Furthermore, placement at Salary Range 57 aligns with the recommendation made by Boutin Jones, Inc. for the Director of Environmental Health.

Salary Ranges are set 2.5% apart. Therefore, the requested action results in an increase of approximately 12.5%. Based on Ms. Kain's current Step placement, the annual increased cost to the General Fund for salary, benefits, and roll-up costs is approximately \$17,611.18.

Salary placement at Range 57, Step E will remain in effect through the term of Ms.

Kain's current Employment Agreement, which is scheduled to expire 9/9/24.

a) AGREEMENT - Request approval and authorization for the Chairman to sign the Amendment to the Employment Agreement for Melani Kain (formerly, Melani Rodrigue) (Misc. Agm #2021-222), thereby amending the annual salary, effective 4/2/24 through 9/9/24

b) RESOLUTION - Request adoption of a resolution to amend the FY 2023-24 Personnel Allocation List (PAL), (Reso #2023-88) and Master Salary Schedule, amending the Salary Range for the Public Guardian/Public Administrator from Salary Range 52 to Salary Range 57, effective 4/2/24

RESULT: APPROVE

MOVER: Candy Carlson

SECONDER: Pati Nolen

RESULT: APPROVE

MOVER: Pati Nolen

SECONDER: Candy Carlson

21. ADMINISTRATION / PERSONNEL / ELECTED OFFICIALS - Chief Administrator Gabriel Hydrick

ADMINISTRATION / PERSONNEL / ELECTED OFFICIALS - Chief Administrator Gabriel Hydrick

Financial Impact:

The Auditor-Controller's current annual salary is \$152,855. The proposed 7.5% stipend would result in an increased cost to the General Fund of approximately \$15,252.89.

Background Information:

Requesting Board of Supervisors approval to revise the Ordinance establishing salaries and compensation for certain elected officials.

Following the implementation of the compensation study, the Board of Supervisors gave direction for County Counsel to retain Boutin Jones, Inc. to provide a supplemental assessment of the compensation study findings for County Department Heads. The purpose of this supplemental assessment was to provide an opportunity for County Department Heads to submit additional information for review regarding the compensation study findings and to request reconsideration of any salary changes made following such findings.

Taking into account the functions of the County Controller, it is recommended the Auditor-Controller receive a 7.5% stipend based on the annual salary set forth in this Ordinance. Furthermore, the Tehama County Auditor-Controller and the Tehama County Treasurer-Tax Collector are currently placed at the same annual salary of \$152,855. Based on the findings of the supplemental assessment, Boutin Jones, Inc. found the overall scope of duties in the Auditor-Controller's office compared to that of the Treasurer-Tax Collector justifies a separation in salary. Therefore, BoutinJones, Inc. recommends the Auditor-Controller receive a 7.5%

increase over the Treasurer-Tax Collector. Upon the expiration of the current term, the 7.5% increase will be made part of the Auditor Controller’s annual salary and the stipend will terminate.

If approved, the increase will be effective 30 days after the second reading.

No other adjustments to the elected positions’ salaries are included in this action.

a) ORDINANCE NO. 2134 - Establishing the salaries and compensation of certain elected officials of the County of Tehama, thereby adding a 7.5% stipend to the Auditor-Controller’s salary, if approved, the increase will be effective 30 days after the second reading

- 1) Waive Second Reading
- 2) Adopt the Ordinance

RESULT: APPROVE
MOVER: William Moule
SECONDER: Matt Hansen

RESULT: APPROVE
MOVER: William Moule
SECONDER: Matt Hansen

**5. CLERK & RECORDER / ELECTIONS DEPARTMENT
 CLERK & RECORDER / ELECTIONS DEPARTMENT**

Financial Impact:

All costs associated with this agreement will be reimbursed by the state through these contracts. A transfer to add the new revenue to the budget will be coming forward in the next couple of weeks.

Background Information:

These funds have been allocated to the state by the Federal government for disbursement amongst California counties. These funds will be used to enhance election security and technology in Tehama County, thereby continuing to ensure a secure and transparent election process. If this agreement is not approved, the County will lose out on the opportunity to receive funds to support the ongoing requirement to ensure our election process is safe and secure.

a) RESOLUTION / AGREEMENT - Request adoption of a resolution approving and authorizing the County Clerk & Recorder to digitally execute Standard Agreement 23G27152 with the Secretary of State for reimbursement of funds under the Help America Vote Act for costs associated with activities to improve the administration of elections for Federal office, including to enhance election technology and make election security improvements in an amount not to exceed \$100,000, effective upon date of approval through 6/30/25

RESULT: APPROVE
MOVER: Matt Hansen
SECONDER: Pati Nolen

**6. CLERK & RECORDER / ELECTIONS DEPARTMENT
CLERK & RECORDER / ELECTIONS DEPARTMENT**

Financial Impact:

All costs associated with this agreement will be reimbursed by the state through these contracts. A transfer to add the new revenue to the budget will be coming forward in the next couple of weeks.

Background Information:

These funds are periodically allocated by the Federal government to each state who then allocates the monies to each County. The County will use these funds to provide better accessibility to the voters of Tehama County by improving access to polling locations including devices to support and improve the ability of a voter with disabilities the same access and participation as other voters including privacy and the ability to independently vote. If this agreement is not approved, the County will lose out on funds available to improve access and participation to all Tehama County voters.

a) RESOLUTION / AGREEMENT - Request adoption of a resolution approving and authorizing the County Clerk & Recorder to digitally execute Standard Agreement 23G26152 with the Secretary of State for reimbursement of funds under the Help America Vote Act to reimburse the County for costs associated with the improvement of the administration of elections in an amount not to exceed \$20,000, effective upon date of approval through 6/30/25

RESULT: APPROVE
MOVER: William Moule
SECONDER: Pati Nolen

**22. CLERK & RECORDER / ELECTIONS DEPARTMENT - Clerk & Recorder
Jennifer Vise
CLERK & RECORDER / ELECTIONS DEPARTMENT - Clerk & Recorder
Jennifer Vise**

Financial Impact:

None.

Background Information:

If these actions are not approved, the Board would be in violation of law and the newly elected Officials would not qualify to take office as prescribed by law. The candidates listed on the Certificate of Nomination either filed candidate documents or were appointed to the board prior to March 5, 2024. The Board of Supervisors having supervising authority over Central Committees, declares those candidates as elected.

a) Receive and file the Certified Statement of All Votes Cast at the Presidential Primary Election held on March 5, 2024 under the Board's jurisdiction as set forth in the Statement of All Votes Cast

- b) Declare the winners for each office:
 - 1) Supervisor 1st District - Rob Burroughs
 - 2) Supervisor 2nd District - Tom Walker
 - 3) Supervisor 5th District - Gregory B. Jones, Jr.

c) Declare as elected those candidates filing for the Tehama County Board of Education and the Democratic and Republican Central Committee positions pursuant to attached Certificate of Nomination

RESULT: APPROVE
MOVER: William Moule
SECONDER: Pati Nolen

RESULT: APPROVE
MOVER: Pati Nolen
SECONDER: Matt Hansen

RESULT: APPROVE
MOVER: Pati Nolen
SECONDER: Candy Carlson

23. 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 following meetings:
 - 1) Regular meeting held 2/6/24
 - 2) Regular meeting held 3/19/24

RESULT: APPROVE
MOVER: Matt Hansen
SECONDER: Pati Nolen

FUTURE AGENDA ITEMS

CLOSED SESSION

Public Comment - None

REPORTABLE ACTIONS FROM CLOSED SESSION

ADJOURN

[TIME] There being no further business before the Board, the meeting was adjourned.

ATTEST: April 17, 2024

APPROVED

Board

Supervisors

JENNIFER A. VISE, Clerk
of the Board of Supervisors

Chairman of the
of