

Robert Burroughs, District 1
Tom Walker, District 2, Chairman
Steve Zane, District 3
Matt Hansen, District 4
Greg Jones, District 5, Vice Chair



Gabriel Hydrick
Chief Administrator

Margaret Long
County Counsel

Sean Houghtby
Clerk of the Board
(530) 527-3287

Present: Supervisor Matt Hansen, Supervisor Steve Zane, Supervisor Rob Burroughs, Vice Chair Greg Jones, and Chairperson Tom Walker

Chairman Walker presided. Present in the chambers were Clerk of the Board Sean Houghtby by Deputy Jillian Kelly, County Counsel Margaret Long by Deputy County Counsel Brittany Ziegler, and Chief Administrator Gabriel Hydrick.

9:00 AM CALL TO ORDER / PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

A resident said a prayer.

A resident commented on an article in the newspaper about a Fire Fee.

A resident read a Bible passage.

A resident spoke about voting and the current Board.

A resident commented on an incorrect name sign and poor decisions being made.

A resident commented that she appreciates how the current Chairperson runs the meeting.

A resident encouraged the public to review their ballots and literature.

A resident spoke about the Candidates Night on 5/11/26 and commented on an interaction they had with a Supervisor after the event.

A resident spoke about a Supervisor running for another term.

A resident spoke about Candidates Night and how it was enlightening. The resident reminded the public about a Ground Water Commission Meeting on 5/13/26 at 8:30 A.M.

Supervisor Hansen spoke about serving as a Supervisor and how he feels that the Board is currently in a good place.

ANNOUNCEMENT OF AGENDA CORRECTIONS

Item #16 was pulled by the Department.

Item #11 was moved from Consent to the Regular Agenda.

BOARD OF SUPERVISORS STANDING AND AD HOC COMMITTEE

Personnel Procedures & Guidelines (Burroughs, Walker)- Has not met.

City of Red Bluff/Tehama County Ad Hoc Committee (Walker, Burroughs)- Has not met.

REPORTS OF MEETINGS ATTENDED INCLUDING AB1234

Supervisor Hansen- Corning High School Senior Interviews, Peace Officer Memorial, final session for CSAC Leadership School, Dave Branscomb's Retirement Ceremony.

Supervisor Zane- Tehama County Fire Chief's Meeting, SPI Annual Cooperator's Meeting, Lake California Homeowner's Annual Meeting, House of Representatives Debate, Building/Code Enforcement/Fire Department Public Outreach Meeting.

Supervisor Burroughs- National Day of Prayer, Dave Branscomb's Retirement Ceremony.

Supervisor Jones- Orchard Festival Planning Meeting, Dave Branscomb's Retirement Ceremony, co-moderated House of Representatives Debate.

Chair Walker- Building/Code Enforcement/Fire Department Public Outreach Meeting, Candidates Night on 5/11/26.

ANNOUNCEMENTS BY COUNTY DEPARTMENTS

Health Services Agency Executive Director Jayme Bottke announced that the Agency will be providing civilian staff training for non-violent crisis intervention. The training is open to the public and all County Departments. The one-day training will take place in person on Monday, June 29th, from 8:30 a.m.- 4:30 p.m. in the Board Chambers.

Mrs. Bottke also announced the Treatment Court Graduation Ceremony will be held on Wednesday, May 20th, at 5:30 p.m. in the Tehama County Department of Education Building.

Lastly, Mrs. Bottke announced her resignation from the County of Tehama for a new employment opportunity. Mrs. Bottke expressed her gratitude for the 24 years of work she has done within the County.

Chief Administrator Gabriel Hydrick discussed the CSAC Executive Credential Course and recognized the employees who attended. Mr. Hydrick also provided an update on the Cost Plan and User Fee Study, noting that the process is progressing well. He expressed appreciation to the Departments for their prompt responses, participation in meetings, and timely submission of requested data.

CONSENT AGENDA

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

RESULT: APPROVED THE CONSENT AGENDA
MOVER: Matt Hansen
SECONDER: Greg Jones
AYES: Supervisor Hansen, Supervisor Zane, Supervisor Burroughs, Vice Chair Jones, and Chairperson Walker

1. **GENERAL WARRANT REGISTER - 4/19/26 - 4/25/26** **26-0671**
2. **AUDITOR'S CLAIMS** **26-0660**
 - a) Court Operations, 2026-53221, Stone Law Office, \$1,360.00
 - b) Court Operations, 2026-53221, Stone Law Office, \$1,440.00
 - c) Court Operations, 2026-53221, Stone Law Office, \$1,440.00
3. **DEPARTMENT OF AGRICULTURE / DIVISION OF ANIMAL SERVICES** **26-0652**
 - a) AGREEMENT - Request approval and authorization for the Director of Animal Services to sign the Reinstatement and Term Extension Agreement with the Regents of the University of California on behalf of its Davis Campus School of Veterinary Medicine and Koret Shelter Medicine Program, thereby reinstating and extending the term of Agreement #A71318/UCDPO00264758 (Misc. Agreement 2022-384) through a new expiration date of 12/31/26
Enactment No: MISC. AGR 2026-101
4. **PROBATION** **26-0668**
 - a) TRANSFER OF FUNDS: PROBATION; B-64 - from CalAIM (2036-4505724), to Contingency (2002-59000), \$11,945; and From Contingency (2002-59000) to Professional/Special Services (2036-53230), \$11,945 **(Requires a 4/5's vote)**
5. **SOCIAL SERVICES / PERSONNEL** **26-0674**
 - a) OTHER THAN "A" STEP - Request approval to appoint the applicant as Eligibility Specialist I, Range 17, Step B, effective 05/13/2026 or upon successful completion of all pre-employment requirements
6. **HEALTH SERVICES AGENCY / PERSONNEL** **26-0705**
 - a) Request approval to waive the physical examination requirement for one (1) Case Resource Specialist I
7. **HEALTH SERVICES AGENCY / MENTAL HEALTH** **26-0688**
 - a) AGREEMENT - Request approval and authorization for the Executive Director to sign Amendment No. 1 to the Agreement (Misc. Agreement 2023-306) with BHC Sierra Vista Hospital, Inc. for the purpose of providing psychiatric inpatient services, thereby amending the rates listed in Exhibit "A" for fiscal year 25/26, for a term of 7/1/23 through 6/30/26 *(Subject to receipt of required insurance documentation)*
Enactment No: MISC. AGR 2026-107
8. **HEALTH SERVICES AGENCY / MENTAL HEALTH** **26-0692**
 - a) AGREEMENT - Request approval and authorization for the Executive Director to sign Amendment No. 1 to the Agreement (Misc. Agreement 2023-305) with BHC Heritage Oaks Hospital, Inc. for the purpose of providing psychiatric inpatient services, thereby amending the rates listed in Exhibit "A" for FY 25/26 *(Subject to receipt of required insurance documentation)*
Enactment No: MISC. AGR 2026-102

- 9. HEALTH SERVICES AGENCY / MENTAL HEALTH 26-0694**
a) AGREEMENT - Approval and authorization for the Executive Director to sign the Agreement with Vista Pacifica Enterprises, Inc. for the purpose of residential mental health treatment services with a total maximum compensation amount not to exceed \$985,000, effective 7/1/26 and shall terminate 6/30/27
Enactment No: MISC. AGR 2026-103
- 10. HEALTH SERVICES AGENCY / MENTAL HEALTH 26-0695**
a) AGREEMENT - Request approval and authorization for the Executive Director to sign the Agreement with Willow Glen Care Center, a California corporation for the purpose of providing community residential treatment services for the rates set forth in Exhibit "E", with maximum compensation not to exceed \$800,000 in any fiscal year with total contract amount not to exceed \$1,600,000, effective 7/1/26 and shall terminate 6/30/28 (*Subject to receipt of required insurance documentation*)
Enactment No: MISC. AGR 2026-104
- 12. HEALTH SERVICES AGENCY / DRUG & ALCOHOL 26-0702**
a) AGREEMENT - Request approval and authorization for the Executive Director to sign the Standard Agreement #26-60070 and all related documents with the California Department of Health Care Services (DHCS) for the County Performance Contract, effective 7/1/26 through 6/30/29
Enactment No: MISC. AGR 2026-105
- 13. ADMINISTRATION 26-0677**
a) AGREEMENT - Request approval and authorization for the Chairman to sign the letter to KNVN Action News to exercise the option for one (1) extension to Misc. Agreement #2021-168, for an additional five (5) year term for leasing designated space on the Tuscan Butte radio tower, with maximum compensation not to exceed \$42,000, effective 7/5/26 and shall terminate 7/4/31
Enactment No: MISC. AGR 2026-106
- 14. ADMINISTRATION 26-0682**
a) Declare the following vehicle to be surplus County property:
1) DISTRICT ATTORNEY - 2007 Ford Crown Victoria, VIN #2FAHP71W37X111069, County Inventory #26089, Stock #680
b) Request authorization for Administration/Purchasing to dispose of the property in the manner that provides the highest possible return to the County
- 15. BOARD OF SUPERVISORS 26-0730**
a) LETTER - Request approval and authorization for the Chair to sign the letter of opposition to Senate Bill 1327
- ~~**16. COMMITTEES & COMMISSIONS / SPECIAL DISTRICT 26-0039**~~
~~a) TEHAMA COUNTY INTEGRATED WASTE MANAGEMENT TASK FORCE (AB-939) - Four (4) one-year appointments to fill the expired terms of Martha Vuist-Bruske, Bob Nolen, Steve Lindeman, and Robert Schmid with said new terms expiring 3/31/27 (Interested persons: Martha Vuist-Bruske, Bob Nolen, Brett White, and Robert Schmid)~~

~~_____ b) TEHAMA COUNTY INTEGRATED WASTE MANAGEMENT TASK FORCE (AB-~~
~~_____ 939) Two (2) one-year appointments to fill the expired terms of Amanda Garrett and~~
~~_____ Betty Morales as non-voting advisory members with said new terms expiring 3/31/27-~~
~~_____ (Interested persons: Amanda Garrett and Kristopher Adair)~~

17. COMMITTEES AND COMMISSIONS 26-0689

a) RURAL COUNTY REPRESENTATIVES OF CALIFORNIA ENVIRONMENTAL SERVICES JOINT POWERS AUTHORITY (RCRC ESJPA) - One (1) appointment to replace Supervisor Rob Burroughs as Alternate Director with no set term (Interested Person: Paul Freund)

RECESS to convene as the Tehama County Air Pollution Control District

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

RESULT: APPROVED THE CONSENT AGENDA

MOVER: Matt Hansen

SECONDER: Steve Zane

AYES: Supervisor Hansen, Supervisor Zane, Supervisor Burroughs, Vice Chair Jones, and Chairperson Walker

18. TEHAMA COUNTY AIR POLLUTION CONTROL DISTRICT 26-0679

a) AGREEMENT - Request approval and authorization for the Air Pollution Control Officer to sign a FARMER Incentive Program Agreement with Cynthia Ward, in an amount up to \$13,500, effective upon execution by both parties and terminates three years from the date of installation

Enactment No: MISC. AGR 2026-108

19. TEHAMA COUNTY AIR POLLUTION CONTROL DISTRICT 26-0680

a) AGREEMENT - Request approval and authorization for the Air Pollution Control Officer to sign a FARMER Incentive Program Agreement with J. Garcia Olive Company, in an amount up to \$37,818, effective upon execution by both parties and terminates three years from the date of installation

Enactment No: MISC. AGR 2026-109

20. TEHAMA COUNTY AIR POLLUTION CONTROL DISTRICT 26-0681

a) AGREEMENT - Request approval and authorization for the Air Pollution Control Officer to sign a FARMER Incentive Program Agreement with Kevin Hebrew, in an amount up to \$34,130, effective upon execution by both parties and terminates six years from the date of installation

Enactment No: MISC. AGR 2026-110

ADJOURN to reconvene as the Tehama County Board of Supervisors

REGULAR AGENDA

21. PUBLIC WORKS - Interim Director Tom Provine 26-0595

a) PROCLAMATION - Request adoption of a Proclamation proclaiming the week of May 17-23, 2026, as "National Public Works Week" in Tehama County

RESULT: APPROVE
MOVER: Matt Hansen
SECONDER: Greg Jones
AYES: Supervisor Hansen, Supervisor Zane, Supervisor Burroughs, Vice Chair Jones, and Chairperson Walker

11. HEALTH SERVICES AGENCY / DRUG & ALCOHOL 26-0700

a) AGREEMENT - Request approval and authorization for the Executive Director to sign Amendment No. 1 to the Agreement (Misc. Agreement 2023-126) with the Tehama County Department of Education (TCDOE), for the expanded provision of the Club Live and Friday Night Live programs, thereby increasing the maximum compensation amount to \$88,073 per fiscal year, effective 7/1/23 and shall terminate 6/30/26

Health Services Agency Executive Director Jayme Bottke and Assistant Superintendent of Schools Sara Smith presented the item.

In response to Supervisor Hansen's question regarding the large budget increase and what that looks like, Mrs. Smith replied that a portion of these dollars will go toward salary for selected staff to be able to provide the direct services to the youth of the County.

In response to Supervisor Hansen, Mrs. Bottke explained that the funding stream is through the Substance Use Block Grant (SUBG).

RESULT: APPROVE
MOVER: Matt Hansen
SECONDER: Greg Jones
AYES: Supervisor Hansen, Supervisor Zane, Supervisor Burroughs, Vice Chair Jones, and Chairperson Walker
Enactment No: MISC. AGR 2026-111

22. HEALTH SERVICES AGENCY - Executive Director Jayme Bottke 26-0696

a) APPLICATION - Request approval and authorization for the Executive Director to submit the California Department of Public Health (CDPH) Sexually Transmitted Diseases Control Branch (STDCB) Sexually Transmitted Infections (STI) Prevention and Collaboration Allocations application for grant funding in the amount of \$364,930, for the grant funding period of 7/1/26 through 6/30/31

RESULT: APPROVE
MOVER: Greg Jones
SECONDER: Matt Hansen
AYES: Supervisor Hansen, Supervisor Zane, Supervisor Burroughs, Vice Chair Jones, and Chairperson Walker

23. INFORMATION SYSTEMS - Manager David Bliss 26-0669

a) AGREEMENT - Request approval and authorization for the Purchasing Agent to sign the Master Services Agreement with Vertical Communication Inc. and further authorize the Purchasing Agent to sign all future documents to allow County Departments to opt in for services at the negotiated rates.

In response to Supervisor Hansen, Information Systems Manager David Bliss responded that he reviewed a number of different vendors along with various Department heads, Mr. Bliss stated that Air Pollution currently uses this vendor.

Mr. Bliss further explained the two available plan options and associated costs.

A discussion ensued regarding Department use, phone devices, and pricing.

RESULT: APPROVE

MOVER: Matt Hansen

SECONDER: Greg Jones

AYES: Supervisor Hansen, Supervisor Zane, Supervisor Burroughs, Vice Chair Jones, and Chairperson Walker
Enactment No: MISC. AGR 2026-112

10:00 A.M.

24. DEPARTMENT OF AGRICULTURE - Agricultural Commissioner 26-0641

Thomas A. Moss

a) PRESENTATION - Review facts presented in the attached Environmental Checklist for California Counties Wildlife Damage Management Programs for Tehama County and the 2024 California Wildlife Damage Management EIR/EIS report

b) PUBLIC HEARING - Conduct a public hearing to determine whether further CEQA review is necessary

c) Request the Board take the following actions

1. Adopt the following findings:

- a. The 2024 California Wildlife Damage Management EIR/EIS was prepared for this project pursuant to the provisions of CEQA
- b. When reviewing the 2024 California Wildlife Damage Management EIR/EIS, the State adopted a statement of overriding considerations;
- c. The Tehama County Wildlife Damage Management Program (hereinafter referred to as the project or program) is within the scope of the 2024 California Wildlife Damage Management EIR/EIS
- d. The 2024 California Wildlife Damage Management EIR/EIS describes the project for the purposes of CEQA
- e. The project will not have any new or more severe impacts on the environment beyond what was already identified in the 2024 California Wildlife Damage Management EIR/EIS
- f. Mitigation measures found in the 2024 California Wildlife Damage Management EIR/EIS are a condition of the approval of this project

RESULT: APPROVE

MOVER: Matt Hansen

SECONDER: Greg Jones

AYES: Supervisor Hansen, Supervisor Zane, Supervisor Burroughs, Vice Chair Jones, and Chairperson Walker

2. Adopt mitigation report or monitoring plans for the project as described in the 2024 California Wildlife Damage Management EIR/EIS

RESULT: APPROVE
MOVER: Matt Hansen
SECONDER: Steve Zane
AYES: Supervisor Hansen, Supervisor Zane, Supervisor Burroughs, Vice Chair Jones, and Chairperson Walker

3. Authorize the Agricultural Commissioner to execute the Notice of Determination that the activity is covered under the 2024 California Wildlife Damage Management EIR/EIS and take all steps necessary to meet the County's CEQA requirements to proceed with the program

RESULT: APPROVE
MOVER: Matt Hansen
SECONDER: Greg Jones
AYES: Supervisor Hansen, Supervisor Zane, Supervisor Burroughs, Vice Chair Jones, and Chairperson Walker

d) RESOLUTION - Request adoption of a Resolution approving the establishment and ongoing operation of an Integrated Wildlife Damage Management Program within Tehama County and authorizing the Tehama County Department of Agriculture to administer the program

RESULT: APPROVE
MOVER: Matt Hansen
SECONDER: Greg Jones
AYES: Supervisor Hansen, Supervisor Zane, Supervisor Burroughs, Vice Chair Jones, and Chairperson Walker
Enactment No: RES NO. 2026-051

25. DEPARTMENT OF AGRICULTURE / PERSONNEL - Ag Commissioner / Sealer of Weights & Measures Thomas Moss 26-0685

a) Request approval of a new classification of Wildlife Specialist / Liaison within the Memorandum of Understanding (MOU) between Tehama County and the Joint Council bargaining unit, Salary Range 39, effective 5/12/26

Chair Walker asked Agricultural Commissioner Moss to provide additional details regarding the proposed USDA Trapper position with Shasta County, which was ultimately not approved. Mr. Moss explained that as discussions progressed, it became evident the position was not in the best interest of Tehama County. After consulting with the State Director of the California Department of Fish & Wildlife, as well as County Administration, the Department decided to move forward with establishing a Wildlife Specialist/Liaison position instead.

Supervisor Hansen and Mr. Moss brought up specific wording in the Class Specifications that would need to be modified and expanded on the requirements of the job.

Chair Walker reiterated the proposed changes to the item before the motion was made.

RESULT: APPROVE
MOVER: Greg Jones
SECONDER: Rob Burroughs
AYES: Supervisor Hansen, Supervisor Zane, Supervisor Burroughs, Vice Chair Jones, and Chairperson Walker

b) RESOLUTION - Request adoption of a Resolution amending the FY 2025/26 Position Allocation List (PAL), Reso #2025-074, by adding one (1.00 FTE) Wildlife Specialist / Liaison, effective 5/12/26

RESULT: APPROVE
MOVER: Rob Burroughs
SECONDER: Steve Zane
AYES: Supervisor Hansen, Supervisor Zane, Supervisor Burroughs, Vice Chair Jones, and Chairperson Walker
Enactment No: RES NO. 2026-052

PREVIOUS REPORTABLE ACTIONS FROM CLOSED SESSION

17. CLOSED SESSION 26-0254

a) PERSONNEL / PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Government Code Section 54957)

Title: Part Two of the Chief Administrator Annual Performance Evaluation Process
Reportable Action: Evaluation Completed

FUTURE AGENDA ITEMS

None

CLOSED SESSION

Louise Wilkenson and Jessica Clark commented on Item #31.

26. CLOSED SESSION 26-0667

a) Liability Claims Pursuant to Government Code 54956.95
Claimant: Lois Rhodes
Agency claimed against: Tehama County

27. CLOSED SESSION 26-0687

a) EMPLOYEE NEGOTIATIONS - CONFERENCE WITH LABOR NEGOTIATORS
(Government Code Section 54957.6)
Agency Negotiators: Che Johnson & Coral Ferrin
Employee Organization: Joint Council of IUOE, Local 39

- 28. CLOSED SESSION** **26-0690**
a) EMPLOYEE NEGOTIATIONS - CONFERENCE WITH LABOR NEGOTIATORS
(Government Code Section 54957.6)
Agency Negotiators: Che Johnson & Coral Ferrin
Employee Organization: Deputy Sheriffs Association
- 29. CLOSED SESSION** **26-0691**
a) EMPLOYEE NEGOTIATIONS - CONFERENCE WITH LABOR NEGOTIATORS
(Government Code Section 54957.6)
Agency Negotiators: Che Johnson & Coral Ferrin
Employee Organization: Peace Officers Association
- 30. CLOSED SESSION** **26-0693**
a) EMPLOYEE NEGOTIATIONS - CONFERENCE WITH LABOR NEGOTIATORS
(Government Code Section 54957.6)
Agency Negotiators: Che Johnson & Coral Ferrin
Employee Organization: Management Employees Association
- 31. CLOSED SESSION** **26-0717**
a) PERSONNEL / PUBLIC EMPLOYEE APPOINTMENT OR EMPLOYMENT
(Government Code Section 54957)
Title: Interim Executive Director, Health Services Agency
- 11:02 A.M. RECESS**
- 12:19 P.M. RECONVENE**
- REPORTABLE ACTIONS FROM CLOSED SESSION**
- 26. CLOSED SESSION** **26-0667**
a) Liability Claims Pursuant to Government Code 54956.95
Claimant: Lois Rhodes
Agency claimed against: Tehama County
Reportable Action: Claim denied 5/0
- 27. CLOSED SESSION** **26-0687**
a) EMPLOYEE NEGOTIATIONS - CONFERENCE WITH LABOR NEGOTIATORS
(Government Code Section 54957.6)
Agency Negotiators: Che Johnson & Coral Ferrin
Employee Organization: Joint Council of IUOE, Local 39
Reportable Action: Direction was given to negotiators.

28. CLOSED SESSION

26-0690

a) EMPLOYEE NEGOTIATIONS - CONFERENCE WITH LABOR NEGOTIATORS

(Government Code Section 54957.6)

Agency Negotiators: Che Johnson & Coral Ferrin

Employee Organization: Deputy Sheriffs Association

Reportable Action: Direction was given to negotiators.

29. CLOSED SESSION

26-0691

a) EMPLOYEE NEGOTIATIONS - CONFERENCE WITH LABOR NEGOTIATORS

(Government Code Section 54957.6)

Agency Negotiators: Che Johnson & Coral Ferrin

Employee Organization: Peace Officers Association

Reportable Action: Direction was given to negotiators.

30. CLOSED SESSION

26-0693

a) EMPLOYEE NEGOTIATIONS - CONFERENCE WITH LABOR NEGOTIATORS

(Government Code Section 54957.6)

Agency Negotiators: Che Johnson & Coral Ferrin

Employee Organization: Management Employees Association

Reportable Action: Direction was given to negotiators.

31. CLOSED SESSION

26-0717

a) PERSONNEL / PUBLIC EMPLOYEE APPOINTMENT OR EMPLOYMENT

(Government Code Section 54957)

Title: Interim Executive Director, Health Services Agency

Reportable Action: Direction was given to staff.

ADJOURN

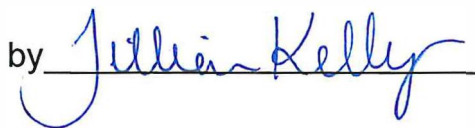
12:20 P.M. There being no further business before the Board, the meeting was adjourned.

ATTEST:6/11/26

APPROVED


Vice Chairman of the
Board of Supervisors

SEAN HOUGHTBY, Clerk
of the Board of Supervisors

by  Deputy



TITLE: WILDLIFE SPECIALIST / LIAISON

FLSA: Non-Exempt

BOARD APPROVED:

BARGAINING UNIT: Misc.

DEFINITION

Under direction of the Agricultural Commissioner and Assistant Agricultural Commissioner, coordinates and participates with agencies, livestock producers, and non-governmental organizations in the [enforcement-adherence](#) of laws pertaining to management and control of disruptive wildlife activities through the implementation of integrated wildlife management techniques; to mitigate wildlife damage while protecting the health and safety of the public, and reducing property damage in urban, residential, agricultural, and forest settings; and to reduce problems created by carnivores, rodents, birds, and other wild animals in urban or rural environments.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Agricultural Commissioner/Sealer of Weights & Measures and Assistant Agricultural Commissioner/Sealer of Weights and Measures. The incumbent works independently, requiring direction only on more difficult or unusual projects. Collaborates professional and paraprofessional staff members as assigned.

CLASS CHARACTERISTICS

This is an advanced journey-level classification assigned to perform the full range of duties. Incumbents exercise considerable discretion and independent judgement and receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies within the work unit. This classification is distinguished from the Animal Regulation Officer classification in that the latter is responsible for enforcing state and local laws and ordinances pertaining to the humane treatment of domestic animals. The Wildlife Specialist/Liaison operates within a regulatory framework specific to wildlife management and damage mitigation, including coordination with state and federal wildlife agencies.

EXAMPLES OF ESSENTIAL FUNCTIONS (Illustrative Only)

- Implements integrated pest management techniques to reduce or eliminate damage caused by wildlife.
- Acts as liaison between livestock producers and the California Department of Fish and Wildlife under the authority of the Ag Commissioner/Sealer of Weights and Measures.

- Receives and responds to inquiries regarding wildlife that caused or may cause damage to property and crops, and/or threatens the safety of the public, pets, and/or livestock.
- Performs site evaluations and advise the public on wildlife damage mitigation techniques and habitat modifications.
- Identifies predatory animal concerns; evaluates animal behavior to determine an appropriate course of action.
- Provides notification to livestock producers and the public of the presence of predatory animals, in cooperation with the California Department of Fish and Wildlife as necessary.
- Communicates effectively with livestock producers and the public to provide information regarding wildlife conservation and protections. Manages and mitigates the presence of wild animals that cause disturbances using a variety of tools and techniques including firearms, snares and traps.
- Advise private landowners about potential wildlife attractants and the effectiveness of various wildlife deterrent tools, such as fencing, fladry, alarms and/or drones.
- Sets and monitors traps using established guidelines; picks up or removes animals caught in traps; transports animals and the trap as appropriate, including lifting and maneuvering traps and/or cages with animals inside.
- Investigates wildlife depredation incidents involving livestock, crops, pets, or property; documents findings through photographs, measurements, and field notes; and prepares clear, accurate reports for internal records, cooperating agencies, landowners, and regulatory purposes.
- Represents the department to the media and the general public as needed; makes presentations to help maintain positive public relations.
- Represents the department on boards, commissions, committees, associations and/or task forces on a federal, state and local level, as appropriate or as appointed.
- Reviews, prepares and/or submits a variety of technical reports.
- Operates and maintains a variety of vehicles and special equipment, including personal protective equipment, power and hand tools, microscopes, traps, pesticide sprayers, etc.
- Performs related work as required.

QUALIFICATIONS

Knowledge of:

- Program management concepts and principles
- Applicable Federal, State, County, Department, and Division laws, regulations, policies and procedures
- Modern office practices, methods and computer equipment
- Record keeping principles and procedures
- Computer applications related to the work
- English usage, grammar, spelling, vocabulary, and punctuation
- Techniques for dealing effectively with and providing a high level of customer service to all individuals contacted in the course of work
- Integrated, progressive wildlife management approaches that include the use of both nonlethal and lethal methods
- Safe operation and care of firearms and other equipment used in wildlife management/control

- Proper use and operation of equipment used in wildlife damage control operations and management including but not limited to snares, tools, traps, and firearms
- Diseases and parasites affecting and transmitted by wildlife
- Wild animals of the region, including feeding, sleeping, and mating habits, environment, and general life cycles

Ability to:

- Interpret and [apply/enforce](#) laws/regulations related to wildlife management.
- Establish and maintain effective public relations.
- Provide outreach and education to the community regarding wildlife and their behavior.
- Plan, organize and prioritize daily assignments and work activities.
- Effectively handle animals safely in hazardous and non-hazardous situations.
- Use independent judgment and discretion in management of various programs.
- Make sound, educated decisions.
- Read and interpret complex materials pertaining to the responsibilities of the job.
- Assemble and analyze information and prepare written reports and records in a clear, concise manner.
- Safely and effectively set snares and traps of up to eighty-five (85) cubic feet for domestic and range animals; attract wild animals with bait, scent, or calls.
- Safely and accurately use and discharge shotguns, rifles, side arms, and other related equipment in accordance with applicable federal, state, and local laws and regulations.
- Operate and perform minor maintenance on all equipment used in the field including firearms, traps, and cages.
- Operate a boat, an All-Terrain Vehicle (ATV), and a four-wheel drive vehicle on a variety of unpaved and uneven terrains.
- Enter and retrieve data from a computer with sufficient speed and accuracy to perform assigned work.
- Operate and maintain a variety of office and specialized equipment as necessary in the performance of daily activities.
- React calmly and professionally in emergency, emotional, and/or stressful situations.
- Maintain significant flexibility in daily operations and decision making.
- Perform required mathematical calculations quickly and accurately.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities and meet critical time deadlines.
- Establish and maintain effective working relationships with those contacted on the job.

Education & Experience:

Any combination of training and experience which would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

- Graduation from an accredited college or university with a bachelor's degree specializing in Wildlife Management or other related field OR three (3) years of experience in biological or physical science-related fields including one (1) year as a program manager or lead role related to wildlife conservation or mitigation.
- Five (5) years of experience hunting or trapping predatory animals in accordance with state and federal regulations.
- Other combinations of education and experience may be considered.

License & Special Requirements:

- Possession of, or ability to obtain and maintain, a valid California Class C Driver License and a satisfactory driving record is required. Individuals who do not meet this requirement due to a disability will be reviewed on a case-by-case basis.
- Must complete accredited firearms training course, including rifle, shotgun, and handgun within one (1) year from the date of hire. Subsequently, must complete a firearms training course every two (2) years.
- Must furnish personal firearms, including a rifle, shotgun, and handgun in full compliance with all applicable federal, state and local laws and regulations.
- Must obtain an ATV RiderCourse Completion Card issued by the ATV Safety Institute within one (1) year from date of hire.
- May be required to obtain a Qualified Applicator Pesticide Certificate.
- May be required to obtain a California Boater Card

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, to inspect County sites, to operate a motor vehicle and to visit various County and meeting sites; vision to read printed materials and electronic screens, and to maintain firearms qualifications; and hearing and speech to communicate in person, before groups, and over the telephone. This is partially a sedentary office classification; the job also involves field inspection work requiring frequent walking on uneven terrain, climbing, and descending at inspection site areas to monitor performance and to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator, operate standard office equipment and firearms, and set traps and snares. Incumbents frequently bend, stoop, kneel, reach, push, and pull to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects, up to 100 pounds occasionally and up to 50 pounds frequently, as necessary to perform job functions.

WORKING CONDITIONS

Work is primarily performed outdoors, requiring travel throughout the County, in isolated areas, and in varying environments, including inclement weather, uneven terrain and around wildlife with exposure to noises and odors associated with various wildlife species and in close proximity to potentially infectious, poisonous and/or threatening animals. Incumbents primarily work alone and may work odd or unusual hours, including nights, weekends, holidays, and/or overtime and may be subject to emergency call-out.

**EQUAL OPPORTUNITY EMPLOYER / AMERICANS WITH DISABILITIES ACT
COMPLIANT / VETERANS' PREFERENCE POLICY / DRUG-FREE WORKPLACE**



TITLE: WILDLIFE SPECIALIST / LIAISON

FLSA: Non-Exempt

BOARD APPROVED:

BARGAINING UNIT: Misc.

DEFINITION

Under direction of the Agricultural Commissioner and Assistant Agricultural Commissioner, coordinates and participates with agencies, livestock producers, and non-governmental organizations in the ~~enforcement~~ adherence of laws pertaining to management and control of disruptive wildlife activities through the implementation of integrated wildlife management techniques; to mitigate wildlife damage while protecting the health and safety of the public, and reducing property damage in urban, residential, agricultural, and forest settings; and to reduce problems created by carnivores, rodents, birds, and other wild animals in urban or rural environments.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Agricultural Commissioner/Sealer of Weights & Measures and Assistant Agricultural Commissioner/Sealer of Weights and Measures. The incumbent works independently, requiring direction only on more difficult or unusual projects. Collaborates professional and paraprofessional staff members as assigned.

CLASS CHARACTERISTICS

This is an advanced journey-level classification assigned to perform the full range of duties. Incumbents exercise considerable discretion and independent judgement and receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies within the work unit. This classification is distinguished from the Animal Regulation Officer classification in that the latter is responsible for enforcing state and local laws and ordinances pertaining to the humane treatment of domestic animals. The Wildlife Specialist/Liaison operates within a regulatory framework specific to wildlife management and damage mitigation, including coordination with state and federal wildlife agencies.

EXAMPLES OF ESSENTIAL FUNCTIONS (Illustrative Only)

- Implements integrated pest management techniques to reduce or eliminate damage caused by wildlife.
- Acts as liaison between livestock producers and the California Department of fish and Wildlife under the authority of the Ag Commissioner/Sealer of Weights and Measures.

- Receives and responds to inquiries regarding wildlife that caused or may cause damage to property and crops, and/or threatens the safety of the public, pets, and/or livestock.
- Performs site evaluations and advise the public on wildlife damage mitigation techniques and habitat modifications.
- Identifies predatory animal concerns; evaluates animal behavior to determine an appropriate course of action.
- Provides notification to livestock producers and the public of the presence of predatory animals, in cooperation with the California Department of Fish and Wildlife as necessary.
- Communicates effectively with livestock producers and the public to provide information regarding wildlife conservation and protections. Manages and mitigates the presence of wild animals that cause disturbances using a variety of tools and techniques including firearms, snares and traps.
- Advise private landowners about potential wildlife attractants and the effectiveness of various wildlife deterrent tools, such as fencing, fladry, alarms and/or drones.
- Sets and monitors traps using established guidelines; picks up or removes animals caught in traps; transports animals and the trap as appropriate, including lifting and maneuvering traps and/or cages with animals inside.
- Investigates wildlife depredation incidents involving livestock, crops, pets, or property; documents findings through photographs, measurements, and field notes; and prepares clear, accurate reports for internal records, cooperating agencies, landowners, and regulatory purposes.
- Represents the department to the media and the general public as needed; makes presentations to help maintain positive public relations.
- Represents the department on boards, commissions, committees, associations and/or task forces on a federal, state and local level, as appropriate or as appointed.
- Reviews, prepares and/or submits a variety of technical reports.
- Operates and maintains a variety of vehicles and special equipment, including personal protective equipment, power and hand tools, microscopes, traps, pesticide sprayers, etc.
- Performs related work as required.

QUALIFICATIONS

Knowledge of:

- Program management concepts and principles
- Applicable Federal, State, County, Department, and Division laws, regulations, policies and procedures
- Modern office practices, methods and computer equipment
- Record keeping principles and procedures
- Computer applications related to the work
- English usage, grammar, spelling, vocabulary, and punctuation
- Techniques for dealing effectively with and providing a high level of customer service to all individuals contacted in the course of work
- Integrated, progressive wildlife management approaches that include the use of both nonlethal and lethal methods
- Safe operation and care of firearms and other equipment used in wildlife management/control

- Proper use and operation of equipment used in wildlife damage control operations and management including but not limited to snares, tools, traps, and firearms
- Diseases and parasites affecting and transmitted by wildlife
- Wild animals of the region, including feeding, sleeping, and mating habits, environment, and general life cycles

Ability to:

- Interpret and apply ~~enforce~~ laws/regulations related to wildlife management.
- Establish and maintain effective public relations.
- Provide outreach and education to the community regarding wildlife and their behavior.
- Plan, organize and prioritize daily assignments and work activities.
- Effectively handle animals safely in hazardous and non-hazardous situations.
- Use independent judgment and discretion in management of various programs.
- Make sound, educated decisions.
- Read and interpret complex materials pertaining to the responsibilities of the job.
- Assemble and analyze information and prepare written reports and records in a clear, concise manner.
- Safely and effectively set snares and traps of up to eighty-five (85) cubic feet for domestic and range animals; attract wild animals with bait, scent, or calls.
- Safely and accurately use and discharge shotguns, rifles, side arms, and other related equipment in accordance with applicable federal, state, and local laws and regulations.
- Operate and perform minor maintenance on all equipment used in the field including firearms, traps, and cages.
- Operate a boat, an All-Terrain Vehicle (ATV), and a four-wheel drive vehicle on a variety of unpaved and uneven terrains.
- Enter and retrieve data from a computer with sufficient speed and accuracy to perform assigned work.
- Operate and maintain a variety of office and specialized equipment as necessary in the performance of daily activities.
- React calmly and professionally in emergency, emotional, and/or stressful situations.
- Maintain significant flexibility in daily operations and decision making.
- Perform required mathematical calculations quickly and accurately.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities and meet critical time deadlines.
- Establish and maintain effective working relationships with those contacted on the job.

Education & Experience:

Any combination of training and experience which would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

- Graduation from an accredited college or university with a bachelor's degree specializing in Wildlife Management or other related field OR three (3) years of experience in biological or physical science-related fields including one (1) year as a program manager or lead role related to wildlife conservation or mitigation.
- Five (5) years of experience hunting or trapping predatory animals in accordance with state and federal regulations.
- Other combinations of education and experience may be considered.

License & Special Requirements:

- Possession of, or ability to obtain and maintain, a valid California Class C Driver License and a satisfactory driving record is required. Individuals who do not meet this requirement due to a disability will be reviewed on a case-by-case basis.
- Must complete accredited firearms training course, including rifle, shotgun, and handgun within one (1) year from the date of hire. Subsequently, must complete a firearms training course every two (2) years.
- Must furnish personal firearms, including a rifle, shotgun, and handgun in full compliance with all applicable federal, state and local laws and regulations.
- Must obtain an ATV RiderCourse Completion Card issued by the ATV Safety Institute within one (1) year from date of hire.
- May be required to obtain a Qualified Applicator Pesticide Certificate.
- May be required to obtain a California Boater Card

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