

Tehama County  
Tuesday, December 3, 2024 9:00 AM  
Board of Supervisors  
Meeting Minutes



727 Oak Street, Red Bluff, CA 96080  
(530) 527-4655  
<http://www.tehama.gov>  
Board Chambers

William Moule, District 1  
Candy Carlson, District 2  
Pati Nolen, District 3  
Matt Hansen, District 4, Vice Chair  
John Leach, District 5, Chairman

Gabriel Hydrick  
Chief Administrator

Margaret Long  
County Counsel

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

## 9:00 AM CALL TO ORDER / PLEDGE OF ALLEGIANCE

**Present:** Supervisor William Moule, Supervisor Candy Carlson, Supervisor Pati Nolen, and Vice Chair Matt Hansen  
**ABSENT:** Chairperson John Leach

Vice Chairman Hansen presided. Present in the chambers were Clerk of the Board Sean Houghtby by Deputy Mary DiMaggio, County Counsel Margaret Long by Deputy Andrew Plett, and Chief Administrator Gabriel Hydrick.

## PUBLIC COMMENT

Vice Chairman Hansen announced that Solid Waste Manager Rachel Ross-Donaldson passed away during the Thanksgiving holiday week.

Supervisors Nolen, Carlson and Moule expressed their condolences for Ms. Ross-Donaldson.

A resident led prayer, blessed Ms. Ross-Donaldson and her department and discussed the Christmas season.

A resident commented on combination of two departments and gave suggestions on how to save the County money.

A resident requested Consent item #1 to be moved to regular and discussed closed session report about the Garst appeal.

A Lake California Firewise member gave information about Firewise programs and commented on grant awarded to Tehama County for the road construction on Lake California.

In response to the resident, Supervisor Nolen discussed that Manton community is also has Firewise program.

A Lake California Firewise member read a letter from one of their residents regarding the grant awarded for additional road construction.

A Lake California resident commented on the Garst lawsuit appeal.

A District 3 member advocates for road construction at Lake California and commented on COVID-19 vaccine injuries.

A Butte County resident advocates the COVID-19 vaccine injured and demands an investigation for the public health issues regarding the COVID-19 vaccine.

A resident commented on the evils of Pfizer vaccine.

Public Health Information Officer commented on the COVID-19 vaccine killing people of color. A resident commented on World Health Organization regarding the world economic forum and governmental policies.

A New California State member thanked the previous speakers for their information and discussed the 28 principles of liberty and how to keep it.

Red Bluff Chamber of Commerce CEO presented the Tehama County 2nd Annual Holiday Lights Contest and gave an update regarding the Christmas parade and economical development.

A resident requested the Board to have an agenda item to increase the public comment time limit from 3 minutes to 5 minutes and played a recording.

A resident commented on negative impacts of COVID-19 and advocates for medicinal cannabis.

A resident commented on the Board to listen to the residents speaking at public comment.

A resident asked the Board and the District Attorney to implement the recording of closed session and addressed emergency conditions in Lake California.

Supervisor Carlson commented on the Garst situation 29 cent tax vs fee argument and requested a lunch recess.

Supervisor Hansen commented on 2nd Annual Holiday Christmas Light contest encouraging members of the public to participate and stated there will be a winner from every district.

### **ANNOUNCEMENT OF AGENDA CORRECTIONS**

The clerk announced Consent #1, 4, 13, and 20 will be pulled to Regular Agenda and Consent Item #9 and #22 has been withdrawn by department.

Supervisor Hansen announced the order of the agenda items and any time sensitive items to be heard after the 1:30pm time certain.

### **PREVIOUS REPORTABLE ACTIONS FROM CLOSED SESSION**

11. CLOSED SESSION 24-2077 a) EMPLOYEE NEGOTIATIONS - CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Agency Negotiators: TBD.

Employee: Director of Public Works.

**Report Out:** 5-0 to appoint Gabe Hydrick as negotiator.

12. CLOSED SESSION 24-2080 a) CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION (54956.9 (d) (2) (multiple cases).

**Report Out:** Direction to Staff

ADDENDUM CLOSED SESSION 24-2125 a) PERSONNEL / PUBLIC EMPLOYEE APPOINTMENT OR EMPLOYMENT (Government Code Section 54957) Title: Public Guardian / Public Administrator

**Report Out:** Board voted 4 affirmative votes and 1 abstention to appoint Becky Emery as Interim Public Guardian / Public Administrator.

## **BOARD OF SUPERVISORS STANDING AND AD HOC COMMITTEE**

Fire Committee (Standing) (Leach, Hansen) - Not met.

Public Works Committee (Standing) (Leach, Nolen) - Not met.

Veterans Halls Advisory Committee (Standing) (Carlson, Leach) - 12/9/24 meeting.

Rescue Act Ad Hoc Committee (Carlson, Moule) - Next year.

Public Safety Tax Initiative Working Group (Hansen, Moule) - June 2025.

Personnel Procedures & Guidelines Ad Hoc Committee (Hansen, Carlson) - Not met.

## **REPORTS OF MEETINGS ATTENDED INCLUDING AB1234**

Supervisor Moule - TCTC.

Supervisor Carlson - None.

Supervisor Nolen - Sierra Nevada Conservancy meeting and TCTC.

Supervisor Hansen - TCTC.

## **ANNOUNCEMENTS BY COUNTY DEPARTMENTS**

Facility Maintenance Director Levi Conner gave an updated regarding the flooding clean up at Tehama County Riverpark located in Corning, Mill Creek Park located in Los Molinos and Cone Grove Park located in Dairyville.

Supervisor Carlson departed the meeting at 10:04 A.M.

Animal Care Center Manager Christine McClintock gave an update regarding their Chewy Claus adoption event sponsored by Chewy and Best Friends Animal Society with 49 pet adoptions.

Supervisor Carlson rejoined the meeting at 10:06 A.M.

Health Services Agency Executive Director Jayme Bottke thanked Public Works department and Director Jim Simon regarding the clean-up maintenance on tree stump.

Chief Administrator Gabriel Hydrick presented recognition awards to Supervisors Moule, Carlson and Leach from Senator Dahle and Gallagher.

Supervisor Hansen thanked Supervisors Moule and Carlson for their service.

## **CONSENT AGENDA**

Approval of the Consent Agenda.

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

**RESULT:** APPROVED THE CONSENT AGENDA  
**MOVER:** William Moule  
**SECONDER:** Pati Nolen  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach

2. **GENERAL WARRANT REGISTER - 11/10/24 - 11/16/24** **24-2082**
  
3. **AUDITOR'S CLAIMS** **24-2081**
  - a) Court Operations, 2009-555215, State Treasurer-Cash Mgmt Div., \$23,122.50.
  - b) Court Operations, 2009-555215, State Treasurer-Cash Mgmt Div., \$156,990.
  - c) Court Operations, 2026-53230, Benjamin E. Magid, \$2,720.
  - d) Court Operations, 2017-53230, Kent R. Caruso, PH.D., \$1,000.
  
5. **ADMINISTRATION / TITLE III FUNDING** **24-2014**
  - a) AGREEMENT - Approval and authorization for the Chair to sign the agreement with the Resource Conservation District of Tehama County for allocation of FFY 2023 Title III funding to be utilized to implement activities under the Firewise Communities program and to develop and carry out community wildfire protection plans, in the amount of \$25,455.14, effective 12/3/24 and shall terminate 12/2/25.  
Enactment No: MISC. AGR 2024-353
  
6. **COMMITTEES & COMMISSIONS / SPECIAL DISTRICT** **24-2094**
  - a) TEHAMA COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT - Request approval of one two-year appointment to fill the unexpired term of Robert Chaney with said new term expiring 12/31/27 (Interested person: Robert Chaney).
  
7. **CLERK & RECORDER** **24-2103**
  - a) AGREEMENT - Approval and authorization for the Clerk & Recorder to sign the Submitter Merchant Payment Processing Instructions and Guidelines with Paymentech LLC, JPMorgan Chase Bank, NA and County for the purpose of providing payment process services for the Tyler Technologies, Inc, effective upon the date of signing.  
Enactment No: MISC. AGR 2024-354
  
8. **DEPARTMENT OF AGRICULTURE** **24-2070**

a) AGREEMENT - Approval and authorization for the Agricultural Commissioner to sign Cooperative Agreement 24-0639-000-SA with the California Department of Food and Agriculture for providing soil and commodities treatment supervision and/or soil sampling as required by laws pertaining to the nematode control program in an amount not to exceed \$1,800, effective 7/1/24 and shall terminate 6/30/25.

Enactment No: MISC. AGR 2024-355

~~9. DEPARTMENT OF AGRICULTURE / DIVISION OF ANIMAL SERVICES 24-2042~~

~~a) TRANSFER OF FUNDS: ANIMAL SERVICES, B-6 - From Spay Neuter Revenue (2078-4711206) to Contingency (1109-59000), \$3,265.39; and From Contingency (1109-59000) to Spay Neuter Expense (2078-532806), \$3,265.39 (Requires 4/5's vote)~~

~~RESULT: WITHDRAWN by Department~~

10. DEPARTMENT OF AGRICULTURE / DIVISION OF ANIMAL SERVICES 24-2117

a) TRANSFER OF FUNDS: ANIMAL SERVICES, B-6 - From Spay Neuter Revenue (2078-4711206) to Contingency (1109-59000), \$3,265.39; and From Contingency (1109-59000) to Spay Neuter Expense (2078-532806), \$3,265.39 (Requires 4/5's vote).

11. ENVIRONMENTAL HEALTH DEPARTMENT 24-2001

a) RESOLUTION - Adoption of a resolution authorizing the Director of Environmental Health to apply for and act on behalf of Tehama County to secure Enforcement Assistance Grant funds (Waste Tire Enforcement) from Department of Resources Recycling and Recovery (CalRecycle) for the 32nd cycle to be used for Surveillance Inspection of Tire Facilities, Outreach and Enforcement programs in the amount of \$17,837, effective 7/1/25 through 6/30/26.

Enactment No: RES NO. 2024-91

12. FIRE 24-1991

a) Authorization to issue a refund to Redline Installations in the amount of \$501 for cancelled project at 475 I Street, Tehama, CA 96090.

14. HEALTH SERVICES AGENCY / PUBLIC HEALTH 24-2111

a) AGREEMENT - Approval and authorization for the Chair, Executive Director, California Children's Services Administrator, and Health Officer to sign the Department of Health Care Services Certification Statement - California Children's Services (CCS), and all related documents, for the Fiscal Year 2024-25 in the amount not to exceed \$260,067, effective 7/1/24 and shall terminate 6/30/25.

Enactment No: MISC. AGR 2024-356

15. HEALTH SERVICES AGENCY / MENTAL HEALTH 24-2044

a) AGREEMENT - Approval and authorization for the Health Services Agency Executive Director to sign Standard Agreement #24MHSOAC038 with the Mental Health Services Oversight and Accountability Commission for Round 4, Category 1 of the Mental Health Student Services Act of 2019 (MHSSA) grant, in an amount not to exceed \$500,000, effective 7/1/24 through 6/30/27.

Enactment No: MISC. AGR 2024-357

16. HEALTH SERVICES AGENCY / MENTAL HEALTH 24-2045

a) AGREEMENT - Approval and authorization for the Health Services Agency Executive Director to sign Standard Agreement #24MHSOAC023 with the Mental Health Services Oversight and Accountability Commission for Round 4, Category 3 of the Mental Health Student Services Act of 2019 (MHSSA) grant, in an amount not to exceed \$450,000, effective 7/1/24 through 6/30/27.

Enactment No: MISC. AGR 2024-358

**17. HEALTH SERVICES AGENCY / MENTAL HEALTH 24-2112**

a) AGREEMENT - Approval and authorization for the Executive Director to sign the Amendment #1 to the Agreement (Misc. Agreement #2023-224) with BHC Fremont Hospital, Inc. for the purpose of providing psychiatric inpatient services thereby amending the rates listed in "Exhibit B" for fiscal year 2024-25, with compensation not to exceed \$300,000 in any one fiscal year and a total maximum compensation not to exceed \$900,000, effective 7/1/23 and terminate on 6/30/26 (*subject to receipt of required insurance documentation*).

Enactment No: MISC. AGR 2024-359

**18. HEALTH SERVICES AGENCY / MENTAL HEALTH 24-2113**

a) AGREEMENT - Approval and authorization for the Executive Director to sign the agreement with Community Behavioral Health for the purpose of locating and arranging for locum tenens Licensed Marriage and Family Therapist(s), Licensed Social Worker(s), Nurse Practitioner(s), Physician's Assistant(s), Doctor(s) of Medicine (MD), and Doctor(s) of Osteopathic ("D.O.") (s) to provide behavioral health therapy or medical services for the rates as set forth in Exhibit "B" with maximum amount not to exceed of \$800,000, effective 12/1/24 and shall terminate 11/30/25 (*subject to receipt of required insurance documentation*).

Enactment No: MISC. AGR 2024-360

**19. SOCIAL SERVICES 24-1973**

a) RESOLUTION - Adoption of the resolution confirming acceptance of the county allocation under Transitional Housing Program (THP) Allocation Acceptance form in the amount of \$86,615 up to \$173,230 and Housing Navigation and Maintenance Program (HNMP) Allocation Acceptance form in the amount of \$43,251 up to \$86,502 to further authorize the Director of Social Services to sign all documents necessary to participate in the program.

Enactment No: RES NO. 2024-93

**21. TREASURER / TAX COLLECTOR 24-2048**

a) RESOLUTION - Adoption of resolution that allows separately valued parcel applications (segregations) from July 1 through March 31.

Enactment No: RES NO. 2024-95

~~**22. PERSONNEL / DEPARTMENT OF BUILDING & SAFETY 24-2076**~~

~~a) OTHER THAN "A" STEP - Approval to appoint candidate as Permit Technician II at Range 27, Step B effective upon successful completion of all pre-employment requirements.~~

~~**RESULT:** WITHDRAWN by Department~~

**23. APPROVAL OF MINUTES 24-2180**

a) Waive the reading and approve the minutes of the regular meeting held 10/8/2024

**10:14 A.M. RECESS to convene as the Tehama County Air Pollution Control District**

**CONSENT AGENDA**

Approval of the Consent Agenda.

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

- RESULT:** APPROVED THE CONSENT AGENDA
- MOVER:** William Moule
- SECONDER:** Pati Nolen
- AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen
- ABSENT:** Chairperson Leach

**24. TEHAMA COUNTY AIR POLLUTION CONTROL DISTRICT 24-2000**

a) AGREEMENT - Approval and authorization for the Air Pollution Control Officer to sign the Carl Moyer/FARMER Off Road Equipment Replacement Program Agreement with Chico Scrap Metal, Inc. Salvage Yard, effective upon execution by both parties and terminates on 12/31/28 unless an amendment is made in writing and signed by all parties to extend that term.

Enactment No: MISC. AGR 2024-361

**10:14 A.M. ADJOURN to reconvene as the Tehama County Board of Supervisors**

**1. CONSENT / GENERAL WARRANT REGISTER - 10/27/24 - 11/09/24 24-2034**

Auditor-Controller Krista Peterson explained the issues of the General Warrant lacking the information due to the new software.

Jenny Alexander stated she is satisfied with the explanation.

In response to Supervisor Carlson, Mrs. Peterson explained the specific warrants and contracts regarding questions sent via email.

Motion made by Supervisor Carlson to approve the General Warrant on the condition that they'd come back with the corrected labeling. Seconded by Supervisor Moule.

Supervisor Carlson commented on Consent Item #2.

- RESULT:** APPROVED
- MOVER:** Candy Carlson
- SECONDER:** William Moule
- AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen
- ABSENT:** Chairperson Leach

**4. CONSENT / ADMINISTRATION 24-2041**

a) TRANSFER OF FUNDS - LATCF/PROFESSIONAL SERVICES, B-7 - From LATCF (1091-4507205), to Contingency (2002-59000), \$75,000; and From Contingency (2002-59000), to Professional Services (1091-53230), \$75,000 (**Requires 4/5's vote**).

Administrative Services Director Tom Provine gave clarification on transfer of funds for the economic development.

In response to Supervisor Carlson, Mr. Provine explained why the transfer was listed as professional services instead of Chambers of Commerce.

In response to Supervisor Hansen, Mr. Provine discussed what constitutes a contract for professional services.

Auditor-Controller Krista Peterson explained the vendor labeling of contracts.

**RESULT:** APPROVED  
**MOVER:** Candy Carlson  
**SECONDER:** William Moule  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach

**13. CONSENT / HEALTH SERVICES AGENCY / ADMINISTRATION 24-2101**

a) Authorization for the Purchasing Agent to issue a revised purchase order to CDW-Government for 200 Microsoft 365 G3 user licenses including Teams with audio/video conferencing, 200 Microsoft 365 G5 Security licenses, Power App Suite (including 24 Power Automate, 5 Power BI Premium, 4 Power BI Pro, 20 Power Apps), 5 Microsoft Project licenses, 9 Microsoft Visio Licenses, 40 Microsoft Data Center Server licenses, 20 Microsoft Data Center Server Step Up licenses, 80 Microsoft Standard Server licenses, 25 SQL Server Standard licenses and 12 Azure Monetary Commitment Provision for Microsoft Cloud usage in the amount of \$178,322.49 for FY 7/1/23 to 6/30/24.

Health Services Agency Executive Director Jayme Bottke gave background information regarding the Microsoft volume licensing contracts and discussed the revisions from the vendor.

In response to Supervisor Carlson, Mrs. Bottke confirmed Information Systems Manager David Bliss was involved and discussed the cost savings from the use of this vendor.

**RESULT:** APPROVED  
**MOVER:** William Moule  
**SECONDER:** Candy Carlson  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach

b) Authorization for the Purchasing Agent to issue a purchase order to CDW-Government for the renewal of 200 Microsoft 365 G3 user licenses including Teams with audio/video conferencing, 200 Microsoft 365 G5 Security licenses, Power App Suite (including 24 Power Automate, 5 Power BI Premium, 4 Power BI Pro, 20 Power Apps), 5 Microsoft Project licenses, 9 Microsoft Visio Licenses, 40 Microsoft Data Center Server licenses, 20 Microsoft Data Center Server Step Up licenses, 80 Microsoft Standard Server licenses, 25 SQL Server Standard licenses and 12 Azure Monetary Commitment Provision for Microsoft Cloud usage in the amount of



\$178,322.49 for FY 7/1/24 to 6/30/25.

**RESULT:** APPROVED

**MOVER:** William Moule

**SECONDER:** Candy Carlson

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen

**ABSENT:** Chairperson Leach

c) Authorization for the Purchasing Agent to issue a purchase order to CDW-Government for the renewal of 200 Microsoft 365 G3 user licenses including Teams with audio/video conferencing, 200 Microsoft 365 G5 Security licenses, Power App Suite (including 24 Power Automate, 5 Power BI Premium, 4 Power BI Pro, 20 Power Apps), 5 Microsoft Project licenses, 9 Microsoft Visio Licenses, 40 Microsoft Data Center Server licenses, 20 Microsoft Data Center Server Step Up licenses, 80 Microsoft Standard Server licenses, 25 SQL Server Standard licenses and 12 Azure Monetary Commitment Provision for Microsoft Cloud usage in the amount of \$178,322.49 for FY 7/1/25 to 6/30/26.

**RESULT:** APPROVED

**MOVER:** William Moule

**SECONDER:** Candy Carlson

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen

**ABSENT:** Chairperson Leach

**20. CONSENT / SOCIAL SERVICES / COMMUNITY ACTION AGENCY 24-1992**

a) RESOLUTION - Adoption of a resolution authorizing Bekkie F. Emery the Director of Social Services as ex-officio Executive Director of the Community Action Agency or her designee to sign all California Department of Community Services and Development agreements and other documents, including all exhibits and assurances contained therein, and any amendments thereto, and to sign all subsequent required fiscal and programmatic reports, with any agreements coming back to the Board for approval on a subsequent agenda.

In response to Supervisor Carlson, Social Services Director Bekkie Emery explained who will be her designee.

Supervisor Carlson recommends Community Action Agency to be separate from Department Social Services.

**RESULT:** APPROVED

**MOVER:** Candy Carlson

**SECONDER:** William Moule

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen

**ABSENT:** Chairperson Leach

Enactment No: RES NO. 2024-94

**REGULAR AGENDA**

**25. CHILD SUPPORT SERVICES 24-2096**

a) Approval of retirement award to the following employee in recognition of her many years of faithful and dedicated service to the County of Tehama:

1) Child Support Services - Deana Turner, 31 years

Child Services Director Tonya Moore recognizes Deana Turner on her retirement. Supervisors thanked Ms. Turner for her 31 years of service for the County.

**RESULT:** APPROVED

**MOVER:** William Moule

**SECONDER:** Candy Carlson

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen

**ABSENT:** Chairperson Leach

**26. AUDITOR-CONTROLLER - Auditor-Controller Krista Peterson 24-2114**

a) INFORMATIONAL PRESENTATION - Report and Financial Overview for June 30, 2024 and September 30, 2024.

Auditor-Controller Krista Peterson gave a presentation regarding the Report and Financial Overview for June 2024 to September 2024.

In response to Supervisor Carlson, Mrs. Peterson explained the other revenue amount and the percentage received.

In response to Supervisor Carlson, Mrs. Peterson discussed Social Services Fund Expenditures for the assistance payments.

In response to Supervisor Carlson, Ms. Emery discussed the impacts the insurance crisis has on foster family agencies.

In response to Supervisor Hansen, Mrs. Peterson discussed if you have been in contact with the assessor on how property taxes will be impacted regards to the park fire recession discussed it was a small amount.

In response to Supervisor Hansen, Mrs. Peterson discussed the impact the park fire assessment on property tax.

In response to Supervisor Nolen, County Assessor Burley Phillips discussed the assessed value loss from the Park Fire incident.

Supervisors thanked Mrs. Peterson for the report.

**27. AUDITOR-CONTROLLER - Auditor Controller Krista Peterson 24-2119**

a) INFORMATIONAL PRESENTATION - Regarding the sick leave payout for Elected Officials.

b) Discussion and possible direction on possible solutions regarding sick leave payouts for Elected Officials.

Auditor-Controller Krista Peterson gave a presentation regarding the Sick Leave Payout for Elected Officials.

In response to Supervisor Moule, Mrs. Peterson explained the “regular employee” interpretation of personnel rules.

Supervisor Nolen commented on supervisors not being “regular employees” and questioned the charter.

In response to Supervisor Moule, Mrs. Peterson discussed past practice for sick leave balance and personnel records.

In response to Supervisor Hansen, Mrs. Peterson confirmed there was no evidence for the Board approving sick leave payouts.

In response to Supervisor Moule, Mrs. Peterson discussed the payouts for all funds and the effects of retirees.

In response to Supervisor Nolen, Mrs. Peterson confirmed there is no set policy in place.

Discussion took place over setting a policy for sick leave payouts, retired officials benefits and the issues involving the gift of public funds.

In response to Mrs. Peterson and Supervisor Carlson, Deputy County Counsel Andrew Plett confirmed anything beyond the 4 year exceeds the statute of limitations regarding the lookback.

Treasurer-Tax Collector Parker Hunt commented there is a salary resolution in the works with retrospective language approved by County Counsel.

In response to Supervisor Hansen, Mrs. Peterson discussed an appointed contract and the payout language written as “regular employees”.

Discussion took place regarding retroactive policy and the liability of sick leave.

Retired Assessor Ken Brown commented on the changes of 46-year-old past practice and presented multiple documents.

In response to Mr. Brown, Supervisor Hansen discussed there is no clear path to move forward.

Discussion took place regarding the elected officials time payroll, past practice, and establishing correct documentation.

Personnel Director Coral Ferrin commented on the provisions, presented the facts and discussed outlines for the sick leave benefits.

In response to Supervisor Moule, Mrs. Ferrin confirmed there needs to be action from the Board.

The clerk had issues with the phones.

Supervisor Hansen opened public comment at 11:32 A.M.

Jenny Alexander commented that previous retired officials should not be penalized to repay what has been received.

Treasurer-Tax Collector Parker Hunt commented on effects the long-standing employees who evidently want to reach elected official status.

Supervisor Hansen closed public comment at 11:38 A.M.

In response to Supervisor Hansen, Supervisor Moule discussed the error and requirements to fix the issues.

Supervisor Hansen suggested Personnel to draft a policy that needs to line with the payouts to needs to come back to the Board.

Discussion took place regarding an outside legal opinion and changes in the policies.

Supervisor Carlson considered the conversation should have been in public instead of closed session and made suggestion regarding legal opinion and separate rules that apply to elected officials.

Motion made by Supervisor Moule to hold off on any kind collection type of activity until we get a ruling from County Counsel on how to arrive on a decision to make this position whole. No second.

Supervisor Nolen suggested having an outside opinion for legal representation.

In response to Supervisor Hansen, Deputy County Counsel Andrew Plett gave recommendations and discussed the potential litigation and fixes.

In response to Supervisor Hansen, Supervisor Nolen insists on outside legal perspective.

Supervisor Hansen requested direction to staff to suspend the collections to move forward with options policies and provide legal review with outside counsel and to move forward with a permanent solution.

Supervisor Nolen turned Supervisor Hansen's request into a motion.

Motion made by Supervisor Nolen to provide direction to staff to suspend the collections to move forward with options policies and provide legal review outside County Counsel and to move forward with a permanent solution. Seconded by Supervisor Carlson.

Mr. Brown recapped his prior conversation he had with County Counsel and Personnel.

Supervisor Carlson recommends having multiple options for the board and fiscal impacts, and to provide payout at the time of transition.

Chief Administrator Gabriel Hydrick asked clarification on the final determination

regarding motion and consensus made.

Discussion took place regarding clarification on the consensus and motion received.

Motion made by Supervisor Nolen to provide direction to staff to suspend the collections and to move forward with multiple options and independent legal review and to move forward with a permanent solution. Seconded by Supervisor Carlson.

**RESULT:** APPROVED

**MOVER:** Pati Nolen

**SECONDER:** Candy Carlson

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen

**ABSENT:** Chairperson Leach

### **11:55 A.M. RECESS**

### **1:30 P.M. RECONVENE**

Supervisor Hansen announces there has been a change in the order of the agenda after Regular Item #58 the next items to be heard are #44, 45, 49, 50, 51, 52 and 54.

### **1:30 P.M. RECESS to convene as the Tehama County Board of Equalization**

#### **58. TEHAMA COUNTY BOARD OF EQUALIZATION - County Assessor**

**24-1787**

**Burley Phillips**

a) Approval of the following withdrawals as recommended by the County Assessor:

- 1) Assessment Appeal No. 33-2022, (A-D) Waste Connections.
- 2) Assessment Appeal No. 06-2024, Sharon Medeiros.

Principal Appraiser Patrick Archer discussed the withdrawals from Waste Connections and Sharon Medeiros.

**RESULT:** APPROVED

**MOVER:** William Moule

**SECONDER:** Pati Nolen

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen

**ABSENT:** Chairperson Leach

b) Approval of the following stipulation as recommended by the County.

Assessor: Assessment Appeal No. 5-2023, Daultine Brophy.

Mr. Archer discussed the stipulation from Daultine Brophy.

**RESULT:** APPROVED

**MOVER:** William Moule

**SECONDER:** Candy Carlson

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen

**ABSENT:** Chairperson Leach

c) Approval of the following revised stipulation as recommended by the County.

Assessor: Assessment Appeal No. 12-2023, Bryan Yost.

Mr. Archer explained the revised stipulation for Bryan Yost.

**RESULT:** APPROVED

**MOVER:** Pati Nolen

**SECONDER:** William Moule

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen

**ABSENT:** Chairperson Leach

**1:34 P.M. ADJOURN to reconvene as the Tehama County Board of Supervisors**

**44. PUBLIC WORKS / PERSONNEL - Director Jim Simon 24-1994**

a) OTHER THAN "A" STEP - Approval to appoint the applicant as Administrative Assistant at Salary Range 26, Step C, effective 12/15/24, or upon successful completion of all pre-employment requirements.

Public Works Director Jim Simon discussed the qualifications of the candidate. In response to Supervisor Moule, Mr. Simon does not know all the applicants' qualifications.

**RESULT:** APPROVED

**MOVER:** William Moule

**SECONDER:** Candy Carlson

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen

**ABSENT:** Chairperson Leach

**45. PUBLIC WORKS / PERSONNEL - Director Jim Simon 24-2079**

a) OTHER THAN "A" STEP - Approval to appoint the applicant as Engineering Technician I at Salary Range 29, Step C, effective 12/15/24, or upon successful completion of all pre-employment requirements.

Public Works Director Jim Simon discussed the qualifications of the candidate.

**RESULT:** APPROVED

**MOVER:** William Moule

**SECONDER:** Pati Nolen

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen

**ABSENT:** Chairperson Leach

**49. ADMINISTRATION - Chief Administrator Gabriel Hydrick 24-2120**

a) RESOLUTION - Adoption of a resolution authorizing the closure of the following offices on Tuesday, December 24, 2024.

- 1) Administration
- 2) Agricultural Extension (UC) Coop
- 3) Air Pollution Control District
- 4) Auditor-Controller
- 5) County Counsel
- 6) Health Services Agency - Corning Office Only
- 7) Library - All Branches

- 8) Personnel
- 9) Planning
- 10) Public Guardian / Administrator
- 11) Treasurer - Tax Collector

In response to Supervisor Carlson, Chief Administrator Gabriel Hydrick confirmed this was employees' choice.

**RESULT:** APPROVED  
**MOVER:** William Moule  
**SECONDER:** Pati Nolen  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach  
 Enactment No: RES NO. 2024-098

b) RESOLUTION - Adoption of a resolution authorizing the closure of the following offices on Tuesday, December 31, 2024

- 1) Veteran Services Office

**RESULT:** APPROVED  
**MOVER:** Pati Nolen  
**SECONDER:** William Moule  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach  
 Enactment No: RES NO. 2024-099

**50. ADMINISTRATION / PERSONNEL - Chief Administrator Gabriel Hydrick 24-2062**

a) OTHER THAN "A" STEP - Approval to appoint the candidate as a Staff Analyst I at Salary Range 32, Step C, effective upon successful completion of all pre-employment requirements.

Chief Administrator Gabriel Hydrick discussed the qualifications of the candidate.

**RESULT:** APPROVED  
**MOVER:** William Moule  
**SECONDER:** Pati Nolen  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach

**51. ADMINISTRATION / PERSONNEL - Chief Administrator Gabriel Hydrick 24-2078**

a) Discuss the creation of a consolidated Building & Planning Department.

- 1) Approval of the new classification specification of Director of Building & Planning at the proposed Salary Range 64, effective 12/03/24.

2) Approval and authorization to begin the recruitment process for the Director Building & Planning at Salary proposed Range 64.

3) Direct Personnel Office staff to implement a plan for consolidation of the two Departments.

**OR**

b) Approval and authorization to begin the re-recruitment process for the Director of Planning at Salary Range 57.

Chief Administrator Gabriel Hydrick explained the options of the consolidation of Building and Planning Department in further details.

In response to Supervisor Carlson, Mr. Hydrick repeated the appropriate bargaining unit section of contract.

Jenny Alexander commented not in favor of combining both Planning and Building departments.

Planning Commission Director Robert Halpin commented not in favor the consolidation of the Planning and Building departments and discussed the differences between both departments.

In response to Supervisor Carlson and Hansen, Mr. Hydrick confirmed the reasoning why an organizational chart was not provided.

Mr. Hydrick is waiting for direction for the board for consolidation or re-fly the Planning Director position.

Louise Wilkinson commented not in favor of consolidation between the Building and Planning departments and agrees with Mrs. Alexander and Mr. Halpin's comments.

Supervisor Hansen closed public comment.

Supervisor Moule gave a reasoning why he was is not in favor of consolidating the Building and Planning department, discussed the issues and gave his recommendations.

Supervisor Carlson commented on the allocation of funds, certification requirements, suggested changes in the language of the contract, and spoke about the lack of experience in Building and Planning departments.

Supervisor Nolen listed several counties who have merged the building and planning departments and discussed the economical development issues this County is facing.

Supervisor Carlson discussed limited to no growth mindset within the community.

Supervisor Hansen addressed the comments and gave reasoning why he is not in favor of consolidation within the Building and Planning departments and gave suggestion for flying the position for the Director of Planning.

In response to Supervisor Hansen, Supervisor Moule recommends option b of the item.

In response to Supervisor Moule, Supervisor Carlson gave reasoning of what would happen if everything was kept the same and suggests plans to be publicly identified.



Motion was made by Supervisor Moule to approve item B with the addition to include the desired qualifications. Seconded by Supervisor Nolen.

Supervisor Carlson suggests staff to not use interim for a long period of time.

**RESULT:** APPROVED

**MOVER:** William Moule

**SECONDER:** Pati Nolen

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen

**ABSENT:** Chairperson Leach

**52. ADMINISTRATION / PERSONNEL - Chief Administrator Gabriel Hydrick 24-2152**

a) Approval to appoint Social Services Director Rebecca Emery as the Interim Public Guardian / Public Administrator, effective 11/26/24.

Chief Administrator Gabriel Hydrick discussed the appointment of Social Services Director Bekkie Emery as the Interim Public Guardian/Public Administrator.

Supervisor Hansen opened public comment.

Jenny Alexander read a Facebook post from Public Guardian/Public Administrator Melani Kain and is not in favor of this agreement.

Louise Wilkinson is disappointed in human resources and is not in favor of this agreement.

Public Guardian/ Public Administrator Melani Kain clarified she will back in office on 12/9/24 and discussed the language on the contract.

In response to Supervisor Carlson, Mrs. Kain discussed the qualifications and certifications of Deputy Public Guardian/Public Administrator Erica Martinez.

In response to Supervisor Hansen, Mrs. Kain confirmed the information and details has been given to Personnel and has fulfilled the requirements to come back.

Discussion took place regarding Mrs. Kain release to come back from medical leave.

In response to Supervisor Hansen, Mr. Hydrick discussed the requests from staff regarding the day-to-day operations and the signage of the documents.

In response to Supervisor Nolen, Mr. Hydrick discussed the requests from staff.

Supervisor Carlson gave information of the succession planning and discussed the language in the contract.

In response to Supervisor Hansen, Deputy County Counsel Andrew Plett recommends not having this discussion in open session regarding the Mrs. Kain release due to it being a confidential personnel matter.

In response to Supervisor Carlson, Mr. Plett discussed the emergency closed session process pertaining to this item.

Mr. Hydrick discussed the Tehama County Solid Waste Management Agency's joint powers authority (JPA) and the interim appointments.

Supervisor Carlson recommends a succession plans in all departments.

Discussion took place took place short-term and long-term absences.

Motion made by Supervisor Carlson to table this item to the 12/10/24 meeting.  
Seconded by Supervisor Nolen.

b) AGREEMENT - Approval and authorization for the Chairman to sign the Amendment to the Employment Agreement for Social Services Director Rebecca Emery, thereby increasing her annual salary by an additional five percent (5%) for the additional assigned duties, effective 11/26/24 through 11/25/25 or until there is no longer a need for an Interim Public Guardian / Public Administrator.

**RESULT:** TABLED  
**MOVER:** Candy Carlson  
**SECONDER:** Pati Nolen  
**AYES:** Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**NAYS:** Supervisor Moule  
**ABSENT:** Chairperson Leach  
Enactment No: MISC. AGR 2024-364

**54. BOARD OF SUPERVISORS - Park Fire Recovery 24-2058**

a) TRANSFER OF FUNDS, B-10: From State Disaster Relief (2074-450580), to Contingency (1109-59000), \$1,975,763; and From Contingency (1109-59000) to Professional Services (2074-53230), \$1,975,763 **(Requires 4/5's vote)**.

Administrative Director Tom Provine discussed the transfer of funds.

**RESULT:** APPROVED  
**MOVER:** William Moule  
**SECONDER:** Pati Nolen  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach

**28. HEALTH SERVICES AGENCY - Executive Director Jayme Bottke 24-2051**

a) Approval and adoption of the 2024 Update to the Tehama County 10-Year Plan to End Homelessness, which is a community-based and equity-focused strategy for addressing housing and homelessness needs in Tehama County, including concrete goals and objectives for the next 5 to 10 years.

Health Services Agency Executive Director Jayme Bottke gave some background information regarding the Tehama County 10-Year plan to end homelessness for transitional housing and introduced Continuum of Care Coordinator Andrea Curry.

Ms. Curry explained the end homelessness plan and the discussed the impact of transitional housing project.

Supervisor Carlson thanked Mrs. Bottke and Ms. Curry for the report.

**RESULT:** APPROVED

**MOVER:** Candy Carlson

**SECONDER:** Pati Nolen

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen

**ABSENT:** Chairperson Leach

**29. TREASURER / TAX COLLECTOR - Treasurer/Tax Collector Parker Hunt 24-2050**

a) ORDINANCE NO. 2142 - Amending Chapter 4.13 Transient Occupancy Tax

1) Waive the first reading

2) Accept the introduction

Treasurer/Tax Collector Parker Hunt explained the ordinance in place and the legal requirements for Airbnb collection.

In response to Supervisor Carlson, Mr. Hunt discussed the language on the ordinance.

**RESULT:** APPROVED

**MOVER:** Pati Nolen

**SECONDER:** Candy Carlson

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen

**ABSENT:** Chairperson Leach

Enactment No: ORDINANCE 2142

**30. BUILDING & SAFETY - Building Official Patrick Ewald 24-2084**

a) Approval of the specifications for one new 4-wheel drive full-size SUV.

Building Official Patrick Ewald gave specification for the request for vehicle.

**RESULT:** APPROVED

**MOVER:** William Moule

**SECONDER:** Pati Nolen

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen

**ABSENT:** Chairperson Leach

b) Authorization for the Purchasing Department to solicit bids for one new 4-wheel drive full-size SUV with bid opening set for 3 p.m. on 12/16/24 at the Administrative Office, 727 Oak Street, Red Bluff, CA.

**RESULT:** APPROVED

**MOVER:** William Moule

**SECONDER:** Pati Nolen

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen

**ABSENT:** Chairperson Leach

**31. SOCIAL SERVICES - Social Services Director Bekkie Emery 24-1964**

a) RESOLUTION - Approval and authorization of twelve o'clock closure for the Social Services Department on December 24th and 31st of 2024, with appropriate public notice and postings.

Social Services Director Bekkie Emery discussed the holiday resolution closure.

**RESULT:** APPROVED

**MOVER:** Candy Carlson

**SECONDER:** Pati Nolen

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen

**ABSENT:** Chairperson Leach

Enactment No: RES NO. 2024-096

**32. SOCIAL SERVICES / PERSONNEL - Social Services Director Bekkie Emery 24-2074**

a) RESOLUTION - Adoption of a resolution to amend Resolution 2024-080, the FY 2024-25 Position Allocation List (PAL), by extending the sunset date of 1.00 FTE CAA Case Manager (Limited Term) allocation to 6/30/25, effective 12/03/24.

Social Services Director Bekkie Emery discussed the allocation for the sunset position.

In response to Supervisor Carlson, Ms. Emery explained the different housing programs for Community Action Agency regarding the full-time vs part-time positions.

**RESULT:** APPROVED

**MOVER:** William Moule

**SECONDER:** Pati Nolen

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen

**ABSENT:** Chairperson Leach

Enactment No: RES NO. 2024-097

**33. SHERIFF'S OFFICE - Sheriff Dave Kain 24-2098**

a) TRANSFER OF FUNDS: SHERIFF; B-12 - From Public Safety (106-301900), to Contingency (2002-59000), \$11,926.62; and From Contingency (2002-59000), to Vehicles (2029-57605), \$11,926.62 **(Requires 4/5's vote)**.

Sheriff Dave Kain discussed the transfer of funds.

**RESULT:** APPROVED

**MOVER:** William Moule

**SECONDER:** Pati Nolen

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen

**ABSENT:** Chairperson Leach

**34. SHERIFF / PURCHASING - Sheriff Dave Kain 24-2102**

a) TRANSFER OF FUNDS: SHERIFF, B-13 - From COPS City of Tehama (2027-450740) to Contingency (2002-59000) \$60,000.00; and From Contingency (2002-59000) to Vehicles (2027-57605), \$60,000.00 **(Requires 4/5's vote)**.

Sheriff Dave Kain discussed the transfer of funds.

**RESULT:** APPROVED

**MOVER:** William Moule

**SECONDER:** Candy Carlson

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach

b) TRANSFER OF FUNDS: SHERIFF, B-14 - From Public Safety (106-301900) to Contingency (2002-59000) \$5,301.80; and From Contingency (2002-59000) to Vehicles (2027-57605), \$5,301.80 (**Requires 4/5's vote**).

In response to Supervisor Hansen, Mr. Kain explained the augment of the excess cost.

**RESULT:** APPROVED  
**MOVER:** Pati Nolen  
**SECONDER:** Candy Carlson  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach

c) BID WAIVER:

1) Request to adopt the finding that California State Contract 1-22-23-20F with Downtown Ford for the acquisition of (2) two new Ford Mavericks meet all Tehama County bidding criteria and allow the County to take advantage of special low pricing without the time and expense involved with conducting a formal bid process.

2) Request to find it in the best interest of the County to waive the formal bid process for the acquisition of (2) two new Ford vehicles based on the finding.

**RESULT:** APPROVED  
**MOVER:** Pati Nolen  
**SECONDER:** Candy Carlson  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach

d) Authorization for the Purchasing Agent to sign a purchase order to Downtown Ford for the acquisition of (2) two new Ford Mavericks in the amount of \$65,301.80.

Mr. Kain discussed the bid procedures.

**RESULT:** APPROVED  
**MOVER:** Pati Nolen  
**SECONDER:** Candy Carlson  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach

**35. SHERIFF / PURCHASING - Sheriff Dave Kain 24-2067**

a) TRANSFER OF FUNDS: SHERIFF, B-11 - From Public Safety (106-301900) \$80,544.40 to Contingency (2002-59000) \$80,544.40; and From Contingency (2002-59000) \$80,544.40 to Internal Assets (2027-53800), \$80,544.40; (**Requires 4/5's vote**).

Sheriff Dave Kain discussed the transfer of funds.

**RESULT:** APPROVED  
**MOVER:** Pati Nolen

**SECONDER:** Candy Carlson  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach

b) BID WAIVER:

1) Adopt the finding that LensLock Inc, owner and manufacturer of all-inclusive mobile video solutions and evidence management software is the sole source provider of SaaS based video services in a single offering.

2) To find it in the best interest of the County to waive the formal bid process for the lease of additional body-worn cameras based on the finding.

Mr. Kain explained the bid process regarding Lenslock.

**RESULT:** APPROVED  
**MOVER:** Pati Nolen  
**SECONDER:** Candy Carlson  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach

c) AGREEMENT - Approval and authorization for the Sheriff to sign the Agreement with LensLock Inc for the lease of 15 additional body-worn cameras in the amount not to exceed \$80,544.40, effective upon date of signing and terminate 60 months thereafter.

**RESULT:** APPROVED  
**MOVER:** Pati Nolen  
**SECONDER:** Candy Carlson  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach  
Enactment No: MISC. AGR 2024-362

**36. DEPARTMENT OF AGRICULTURE / DIVISION OF ANIMAL SERVICES 24-2054**  
**- Director of Animal Services Thomas Moss and Animal Care Center**  
**Manager Christine McClintock**

a) ORDINANCE NO. 2143 - Adoption of an Ordinance repealing sections 7.08.010, 7.08.030, 7.08.035, and 7.08.130 of the Tehama County Code and adding sections 7.08.010, 7.08.030, 7.08.035, and 7.08.130 of the Tehama County Code.

- 1) Waive first reading.
- 2) Accept the introduction.

In response to Supervisor Moule, Animal Care Center Manager Christine McClintock explained the amendment date of new version of the ordinance.

**RESULT:** APPROVED  
**MOVER:** William Moule  
**SECONDER:** Pati Nolen  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach

**37. DEPARTMENT OF AGRICULTURE / DIVISION OF ANIMAL SERVICES 24-2055**  
**- Director of Animal Services Thomas Moss and Animal Care Center**  
**Manager Christine McClintock**

a) ORDINANCE No. 2144 - Adoption of an Ordinance amending Chapters 7.20 and 7.30 of the Tehama County Code pertaining to kennels and working dogs.

- 1) Waive the first reading.
- 2) Accept the introduction.

Supervisor Hansen recused himself at 3:26 p.m.

Supervisor Nolen took place as acting Chair.

In response to Supervisor Carlson, Animal Care Manager Christine McClintock discussed the restructuring of the ordinance for kennel licenses.

**RESULT:** APPROVED  
**MOVER:** William Moule  
**SECONDER:** Candy Carlson

**AYES:** Supervisor Moule, Supervisor Carlson, and Supervisor Nolen  
**ABSENT:** Vice Chair Hansen, and Chairperson Leach  
Enactment No: ORDINANCE 2144

**38. DEPARTMENT OF AGRICULTURE/DIVISION OF ANIMAL SERVICES 24-2056**  
**- Director of Animal Services Thomas Moss and Animal Care**  
**Center Manager Christine McClintock**

a) ORDINANCE NO 2145 - Acceptance of the data supporting a proposed Ordinance setting fees to be charged by the Tehama County Department of Agriculture, Division of Animal Services in connection with some minor license fee increases, some kennel fee increases, and restructuring of the adoption fees, effective 1/16/25.

Animal Care Center Christine McClintock gave background information regarding the updates for fee structures for the ordinance.

In response to Supervisor Carlson, Ms. McClintock discussed free adoption fees for veterans.

In response to Supervisor Moule, Ms. McClintock discussed the yearly impound for dogs.

Ms. McClintock explained letter O in the ordinance.

In response to Supervisor Carlson, McClintock discussed the different veterinary systems and the notification for licensing.

In response to Supervisor Moule, Ms. Clintock explained the microchipping process for unlicensed animals.

**RESULT:** APPROVED  
**MOVER:** William Moule

**SECONDER:** Candy Carlson  
**AYES:** Supervisor Moule, Supervisor Carlson, and Supervisor Nolen  
**ABSENT:** Vice Chair Hansen, and Chairperson Leach  
Enactment No: ORDINANCE 2145

b) To designate the Tehama County Department of Agriculture and the Clerk of the Board's Office as two locations where the data will be available for public review.

Motion made by Supervisor Carlson to approve item B with additional language to include social media and Animal Services website for public review. Seconded by Supervisor Moule.

**RESULT:** APPROVED  
**MOVER:** Candy Carlson  
**SECONDER:** William Moule  
**AYES:** Supervisor Moule, Supervisor Carlson, and Supervisor Nolen  
**ABSENT:** Vice Chair Hansen, and Chairperson Leach  
Enactment No: ORDINANCE 2145

c) To set a public hearing on 12/17/24 at 10:00 AM, to consider the adoption of the proposed Ordinance.

**RESULT:** APPROVED  
**MOVER:** Candy Carlson  
**SECONDER:** William Moule  
**AYES:** Supervisor Moule, Supervisor Carlson, and Supervisor Nolen  
**ABSENT:** Vice Chair Hansen, and Chairperson Leach  
Enactment No: ORDINANCE 2145

**39. DEPARTMENT OF AGRICULTURE / DIVISION OF ANIMAL SERVICES 24-2110**  
**- Director of Animal Services Thomas Moss and Animal Care Center**  
**Manager Christine McClintock**

a) AGREEMENT - Approval and authorization for the Animal Care Center Manager to sign the agreement with DocuPet Corp., for the purpose of providing pet licensing services in an amount not to exceed \$40,500, effective upon the date of signing and shall terminate on 12/31/27 (*Subject to receipt of required insurance documentation*).

Supervisor Hansen reconvenes at 3:37 p.m.

In response to Supervisor Carlson, Animal Care Center Manager Christine McClintock discussed the agreement costs and savings.

**RESULT:** APPROVED  
**MOVER:** William Moule  
**SECONDER:** Pati Nolen  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach  
Enactment No: MISC. AGR 2024-363

**40. DEPARTMENT OF AGRICULTURE / PERSONNEL - Ag Commissioner 24-2026**  
**/Sealer of Weights & Measures Thomas Moss**

a) Approval of the revised classification specification of Assistant Agricultural



Commissioner/Sealer of Weights & Measures within the Tehama County Management Employees Association (TCMEA), effective 12/3/24.

Agriculture Commissioner/Sealer of Weights and Measures Tom Moss discussed the revised classifications for the Assistant Agriculture Commissioner/Sealer of Weights and Measures.

In response to Supervisor Moule, Mr. Moss confirmed he is in agreement with the reclassification of this position.

Supervisor Carlson hopes Mr. Moss finds a great candidate.

**RESULT:** APPROVED  
**MOVER:** William Moule  
**SECONDER:** Pati Nolen  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach

**41. PUBLIC WORKS - Director Jim Simon 24-2063**

a) ROAD AGREEMENT - Approval and authorization for the Chair to sign the Right of Way Contract with Kenneth Flynn and Melinda A. Flynn, as successor co-Trustees of the Gloria M. Dewitt Trust dated April 19, 1999, for one (1) Temporary Construction Easement relative to the Kirkwood Road at Jewett Creek Bridge Replacement Project, in the amount of \$4,000, effective 10/8/24 to 10/8/25.

Public Works Director Jim Simon discussed the road agreement.

In response to Supervisor Hansen, Mr. Simon explained driveway improvements and the right of way access.

**RESULT:** APPROVED  
**MOVER:** William Moule  
**SECONDER:** Pati Nolen  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach  
Enactment No: ROAD AGR 2024-020

**42. PUBLIC WORKS - Director Jim Simon 24-1957**

a) NOTICE OF COMPLETION - Approval and authorization for the Chairman to sign the Notice of Completion for the Jellys Ferry Road Sacramento River Bridge Replacement Project; Federal Aid Project No. BRLZD-5908(031), Road Agreement # 2019-18 as contracted by MCM Construction, Inc.

Public Works Director Jim Simon discussed the notice of completion for Jelly's Ferry Road Sacramento River Bridge.

In response to Supervisor Hansen, Mr. Simon confirms there will be no change orders for the construction contract but working on long term environmental commitment.

**RESULT:** APPROVED  
**MOVER:** William Moule

**SECONDER:** Candy Carlson  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach

**43. PUBLIC WORKS - Director Jim Simon 24-2007**

a) CHANGE ORDER - Approval and authorization for the Director to issue Change Order No. 11 to the Agreement with S.T. Rhoads Inc. (Road Agreement #2024-03) for the 99W & South Main Street Project, to increase current embankment width so it is sufficient for the planned sidewalk, in an amount equal to \$43,000.

Public Works Director Jim Simon discussed the change order.

**RESULT:** APPROVED  
**MOVER:** William Moule  
**SECONDER:** Candy Carlson  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach

**46. PURCHASING DEPARTMENT - Senior Buyer Debbie Schmidt 24-2057**

a) Approval of specifications for the annual Smog Check & Certification bid commencing on 1/1/25 through 12/31/25.

Senior Buyer Debbie Schmidt discussed the annual Smog Check & Certification bid process.

**RESULT:** APPROVED  
**MOVER:** William Moule  
**SECONDER:** Candy Carlson  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach

b) Authorization for the Purchasing Department to solicit bids for the annual Smog Check & Certification Bid, with bids to be opened on 12/18/24 at 3:00 P.M. in the office of the Purchasing Agent, 727 Oak Street, Red Bluff CA.

**RESULT:** APPROVED  
**MOVER:** William Moule  
**SECONDER:** Pati Nolen  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach

**47. ADMINISTRATION - Information Systems Manager David Bliss & Chief Administrator Gabriel Hydrick 24-2123**

a) INFORMATIONAL PRESENTATION - Review feasibility of transitioning the County's outsourced IT services to an in-house framework.

b) Discussion and possible direction to move forward with IT consolidation as presented.

Chief Administrator Gabriel Hydrick introduced Information Systems Manager David

Bliss and gave background information regarding consolidation for the IT department.

Mr. Bliss gave a presentation regarding transitioning the County's outsourced IT services to in-house framework and specialized projects.

In response to Supervisor Hansen, Mr. Bliss discussed the funding for in-house model for general fund departments and the funding for the outsourcing framework.

Mr. Hydrick presented different options for requested direction for the Board regarding the centralized IT framework, reclassifying positions and to create and fill new IT positions.

Sheriff Dave Kain discussed the benefits, necessity and cost saving for in-house IT.

In response to Supervisor Hansen, Mr. Bliss discussed the success of providing IT support and security issues for departments.

In response to Supervisor Moule, Mr. Bliss clarified the phase 1 structure for the in-house centralized IT model.

In response to Supervisor Moule, Mr. Bliss gave an example of cost savings for IT and reduced the training cost.

Social Services Director Bekkie Emery expressed her concerns and requirements for the transitions of Social Services IT to County IT staff.

In response to Supervisor Hansen, Ms. Emery discussed the needs and policies for coordination and collaborated across County departments.

In response to Ms. Emery, Mr. Bliss discussed the operations without potential collaboration for the IT model.

Health Services Agency Executive Director Jayme Bottke expressed the same concerns as Ms. Emery and the requirements for IT services needed in her department.

In response to Supervisor Hansen, Mrs. Bottke reassured there are opportunities for developmental collaborations regarding the salary ranges for high level positions.

Supervisor Hansen is in favor of moving forward with this plan but would need clear classification for the specific qualifications and requirements.

In response to Supervisor Hansen, Mr. Bliss discussed county wide policies and cooperation.

Supervisor Carlson requests for education and efficiency for the CIO and the departments with mutually shared information and education and hopes to include Social Services and Health Services Agency.

In response to Supervisor Carlson, Mr. Bliss discussed the overlapping costs.

Discussion took place regarding the in-housing County IT and the departments with their own in-house IT departments and who manages the employees.

Mr. Kain expressed the needs of the IT services that are required in his department. In response to Mr. Kain, Mr. Bliss expressed his plans for the future of the Sheriff's department.

Discussion took place regarding the concept of centralized IT department and internal IT staff from other departments.

In response to Supervisor Hansen, Mr. Bliss discussed the classification for the County Information Officer.

In response to Supervisor Hansen, Mr. Kain gave a reasoning for the use of internal in-house IT service for the Sheriff department.

Mr. Bliss discussed the IT structure and support services for a centralized IT department.

The Board requested direction on the necessary actions to begin implementation for the approval of centralized IT model framework, to work on the reclassification of Information Systems Manager positions and the create and fill new IT positions (Consensus Received).

**53. COMMITTEES / COMMISSIONS - BOARD OF SUPERVISORS 24-1998**

a) Request to appoint one (1) representative and one (1) alternate to the Northern Rural Training and Employment Consortium (NoRTEC).  
(Incumbents: Carlson and Moule)

Discussion took place among Regular Item #53.

Motion made by Supervisor Carlson to install Supervisor Nolen as the primary representative and to move Supervisor Carlson as the secondary representative for NoRTEC until January 2025 for reassignment. Seconded by Supervisor Nolen.

Supervisor Nolen commented attendance for the NoRTEC meetings.

**RESULT:** APPROVED

**MOVER:** Candy Carlson

**SECONDER:** Pati Nolen

**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen

**ABSENT:** Chairperson Leach

Motion made by Supervisor Carlson to table Regular Items #48, 55, 56, and 57 to the 12/10/24 agenda. Seconded by Supervisor Nolen.

A motion was made by Candy Carlson, seconded by Pati Nolen, to TABLED this item to the Board of Supervisors. The motion carried by the following vote:

**RESULT:** TABLED

**MOVER:** Candy Carlson  
**SECONDER:** Pati Nolen  
**AYES:** Supervisor Moule, Supervisor Carlson, Supervisor Nolen, and Vice Chair Hansen  
**ABSENT:** Chairperson Leach

**48. ADMINISTRATION - Chief Administrator Gabriel Hydrick 24-2121**

a) INFORMATIONAL PRESENTATION - Review previous Board direction regarding the appointment of County Counsel

**55. CLOSED SESSION 24-1818**

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

Title: Part One of the Tehama County Environmental Health Director Annual Performance Evaluation Process

**56. CLOSED SESSION 24-2061**

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

Title: Part One of the Tehama County Air Pollution Control Officer Annual Performance Evaluation Process

**57. CLOSED SESSION 24-2060**

a) CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION (54956.9(d) (2) (one case))

## **FUTURE AGENDA ITEMS**

Supervisor Nolen requested an update for the Lake California drive project (Consensus received).

Supervisor Nolen requested an update for the Track 1017 part of Lake California subdivision for development (Consensus received).

Supervisor Carlson requested a discussion regarding the recording of Closed Session to be heard in front of the new board in January (Consensus received).

Supervisor Carlson requested an informational presentation, historical overview and cost of Risk Management Trindel (Consensus received).

Supervisor Carlson requested the Public Health Officer to speak among the COVID-19 vaccines (Consensus received).

Supervisor Carlson requested direction to staff to draft succession planning policy for departments (Consensus received).

Supervisor Hansen took a moment of silence to recognize and remember Solid Waste Agency Manager Rachel Ross-Donaldson.

## **ADJOURN**

5:14 P.M. There being no further business before the Board, the meeting was adjourned.

ATTEST: December 13, 2024

APPROVED

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Chairman of the Board  
of Supervisors

SEAN HOUGHTBY, Clerk  
of the Board of Supervisors

by \_\_\_\_\_ Deputy