



MINUTES
BOARD OF SUPERVISORS
DEL NORTE COUNTY
STATE OF CALIFORNIA

Tuesday, April 23, 2024

REGULAR MEETING

10:00 AM

PRESENT: Supervisor, District 2 Valerie Starkey
Supervisor, District 3 Chris Howard
Supervisor, District 1 Darrin Short
Supervisor, District 5 Dean Wilson
Supervisor, District 4 Joey Borges

ABSENT:

CLOSED SESSION 8:30 A.M.

Public Comment on Closed Session items only.

Hold a closed session to consider and discuss litigation and personnel matters:
Conference with Labor Negotiators pursuant to Government Code 54957.6 between
County Negotiator: Neal Lopez, CAO and Represented Employee Bargaining Groups.

Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4)-One
Case

REGULAR SESSION 10:00 A.M.

10:00 A.M. Call the meeting to order and take roll.

- Moment of Reflection
- The Pledge of Allegiance to be led by Valerie Starkey, District 2 Supervisor.
- Introduction of new employees to the Board of Supervisors

Noelle Danis - Behavioral Health Clinician I; Ciera Pearson - Eligibility Specialist I (DHHS) Karen Cook – Human Resources Technician (Admin)

- Report of any actions from closed session by County Counsel

The Board unanimously supported the filing of a new case; once the case is filed it will become public record.

- The Chair requests any deletions, corrections or additions from Board members to the agenda at this time. In order to add an item to the agenda, the matter must have come to the attention of the County subsequent to the posting of the agenda and the matter requires action before the next regular meeting of the Board of Supervisors.

The Chair pulled item #20 off of the agenda for a future date.

- Receive other brief reports or announcements relative to the County of Del Norte programs and projects, progress of the two by two committees, goal committees and/or Board and staff travel/training reports.

Supervisor Short: Attended the Northcoast EMS meeting, participated in the Kamome Festival activities, attended a meeting with AC Field at the District Attorney's office, attended the Japan Club Fundraiser dinner at DNHS, attended the Homeless Ad-Hoc committee meeting, attended the CSAC Legislative Conference and attended the LAFCO meeting.

Supervisor Starkey: Attended the First 5 commission meeting, attended a meeting with the Performing Arts Center Board to discuss fundraising efforts, participated in a Opioid Settlement Group discussion, attended the Juvenile Justice Commission Teen Court discussion, attended a meeting with the Harbormaster to discuss Harbor issues, attended a meeting with the Rape Crisis Council, attended a follow-up meeting to discuss ways to keep Redwood Focused Care open, attended the Juvenile Justice Committee meeting, participated in a volunteer meet-and-greet for A1AA, attended the CSAC Legislative Conference, and attended the Q2 Middle Mile Advisory Committee meeting.

Supervisor Howard: Attended the CSAC Legislative Conference, attended and participated in the Kamome Festival activities and attended a meeting for the Japanese Delegation.

Supervisor Wilson: Attended the CSAC Legislative Conference.

CONSENT AGENDA

Comments from members of the public may be heard at this time regarding matters on the Consent Agenda only.

Action: Approved.

Motion: Move to approve

Move: Chris Howard

Second: Valerie Starkey

Vote Yea: 5 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson, Joey Borges

Vote Nay: 0 None

Vote Abstain: 0 None

1. Approve and adopt the minutes from the April 09, 2024 Board of Supervisors meeting.**

Approved.

2. Approve salary step placement at Step C for newly hired (Deputy Sheriff II) effective the current pay period as requested by the Sheriff/Coroner and recommended by the County Administrative Officer.

Approved.

3. Approve salary step placement at Step C for newly hired (Veteran Service Representative I) as requested by the County Administrative Officer.**

Approved.

4. 1) Review the property tax exchange calculation prepared pursuant to RTC

99(b)(2) in response to an annexation request submitted by the Smith River Fire Protection District (SRFPD) to the Del Norte Local Agency Formation Commission (LAFCO), and 2) direct the CAO, or their designee, to consult with the affected districts and to negotiate with SRFPD on the tax exchange pursuant to RTC 99(b)(5), as requested by the Auditor Controller.**

Approved.

5. Approve and authorize the Chair to sign the attached Agreement with City of Crescent City for the purpose of defining the roles and responsibilities of the respective parties during a training burn of the County's old mental health building, located at 206 Williams Drive, Crescent City, California, as requested by Supervisor Short.**

Approved. DNCOAGREE#2024-060

6. 1) Approve and authorize the Director of Health and Human Services to sign the attached Business Associate Agreement with Unite Us for an ongoing term, and; 2) Authorize the Director of Health and Human Services to sign any future documents for this Agreement, as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE#2024-061

7. 1) Approve the attached Agreement template with Smart Workforce Center for Administrative Interns; and 2) Authorize the Director of the Department of Health and Human Services to sign all future agreements for Administrative Interns, as requested by the Director of Health and Human Services.**

Approved.

8. Approve and authorize the Director of the Department of Health and Human Services to sign the attached MOU with Area 1 Agency on Aging for the Humboldt Del Norte Counties Long-Term Care Ombudsman Program for a term of February 1, 2024 through June 30, 2034 as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE#2024-062

9. Approve and authorize the Director of Health and Human Services to sign the attached Amendment to the Agreement with the California Department of Public Health for the Disease Intervention Specialist Workforce Development Grant for the term of July 1, 2021 through January 31, 2026, as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE#2024-063

10. Receive and review the FY 2023/24 Q3 donation list from the Department of Health and Human Services, as requested by the Director of Health and Human Services.**

Approved.

11. Approve and authorize the Chair to sign the attached Agreement with S&B James for the Legacy Renovation project as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE#2024-064

12. Approve the submitted contract allowing Del Norte County Probation to adhere to the Juvenile Court's order to place youth in a specialized in-custody program as requested by the Chief Probation Officer.**

Approved. DNCOAGREE#2024-065

13. Approve and authorize the Chair to sign the Amendment to the Agreement with Advocates For Human Potential, Inc. for the Mobile Crisis Unit grant funding for a term of January 1, 2024 through June 30, 2025 as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE#2024

SCHEDULED ITEMS

14. 10:25 A.M. COMMENT PERIOD: Members of the public may address the Board on matters which are within the jurisdiction of the Board. If you are addressing the Board regarding a matter listed on the agenda, you may be asked to hold your comments until the Board takes up that matter. Please limit your comments to three minutes or less.
15. 11:00 A.M. Frontier Project within Del Norte County Presentation (Douglas McCallister, Vice-President of External Affairs)
16. 11:15 A.M. Visitors Bureau Update (Cindy Vosburg, Executive Director)
17. 11:30 A.M. Review and Discuss Treasurer's Report for Quarter Ending March 31, 2024 (Barbara Lopez, Treasurer-Tax Collector).**

REGULAR ITEMS

GENERAL GOVERNMENT:

18. Discuss and provide direction to staff regarding potential design changes to the Requa Road at Hunter Creek Bridge Replacement Project including lowering the design elevations of the proposed bridge on Requa Road at Hunter Creek as requested by the County Engineer.**

Action: Approved. Included in the motion was to direct staff to proceed with lowering the design elevations of the bridge to match what is currently in place.

Motion: Move to approve

Move: Darrin Short

Second: Joey Borges

Vote Yea: 5 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson, Joey Borges

Vote Nay: 0 None

Vote Abstain: 0 None

19. Approve and adopt the 24/25 Del Norte County Board of Supervisors Organizational Strategic Plan, as recommended by the Strategic Planning Team.**

Action: Approved. Supervisor Short made a second motion with a second by Supervisor Wilson to approve the plan without the Vacation Rental Ordinance listed, and it failed due to a 2-2 vote (Yes: Supervisor Short, Wilson No: Supervisor Borges, Starkey Abstain: Supervisor Howard)

Motion: Move to approve

Move: Joey Borges

Second: Chris Howard

Vote Yea: 3 Valerie Starkey, Dean Wilson, Joey Borges

Vote Nay: 1 Darrin Short

Vote Abstain: 1 Chris Howard

20. Approve and authorize the creation of the Human Resources and Risk Management Director classification, as recommended under action item CSC-2A of the Board's Strategic Plan and authorize recruitment, as requested by the County Administrative Officer.**

Chair Wilson pulled this item off of the Agenda for a future date.

21. Approve and appoint a Board Member to represent the Board of Supervisors on the Juvenile Justice Coordinating Council to replace the County Administrative Officer as the Board's representative, with the CAO's recommendation for the Board appointment being Supervisor Starkey.

Action: Approved.

Motion: Move to approve

Move: Chris Howard

Second: Darrin Short

Vote Yea: 5 Darrin Short, Dean Wilson, Joey Borges, Valerie Starkey, Chris Howard

Vote Nay: 0 None

Vote Abstain: 0 None

BUDGET TRANSFERS:

Action: Approved.

Motion: Move to approve

Move: Darrin Short

Second: Chris Howard

Vote Yea: 5 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson, Joey Borges

Vote Nay: 0 None

Vote Abstain: 0 None

22. Approve and adopt Budget Transfer, #04-04 in the amount of \$31,172.00 (Thirty-One Thousand One Hundred Seventy-Two Dollars) from the Housing Rehabilitation Grant budget (116-544), as a result of the Fiscal Year 2021/2022 Program Income Revenue received, as requested by the Administrative Services Manager.**

Approved. BT#04-04

23. Approve and adopt Budget Transfer #04-07 in the amount of \$73,000.00 (seventy-three thousand dollars) from the Miscellaneous Revenues and Expenditures Budget Unit to the Building Maintenance & Parks Budget Unit to allow for the purchase of a new vehicle as requested by the Director of Building Maintenance & Parks.**

Approved. BT#04-07

24. Approve and adopt Budget Transfer #04-08 in the amount of \$73,000.00 (seventy-three thousand dollars) within the Miscellaneous Revenues and Expenditures Asset - Vehicle Budget Unit to the Miscellaneous Revenue and Expenditure Interfund Building Maintenance Budget as requested by the County Administrative Officer.**

Approved. BT#04-08

25. Approve and adopt Budget Transfer #04-09 in the amount of \$16,500.00 (sixteen thousand five-hundred dollars) within the Technology Fund budget to replace server room air conditioners as requested by the Director of Information Technology.**

Approved. BT#04-09

26. Approve and adopt Budget Transfer #04-10 in the amount of \$24,230.00 (twenty-four thousand two hundred and thirty dollars) within the Public Nuisance Budget to allow the repayment of Illegal Disposal Sites Cleanup Grant funds to the California Department of Resource Recovery and Recycling (CalRecycle) as requested by the Director of Community Development.**

Approved. BT#04-10

27. Approve and adopt Budget Transfer #04-11 in the amount of \$1,250.00 (One Thousand Two Hundred and Fifty dollars) within the Building Inspection Budget to allow the payment of Strong Motion Instrumentation and Seismic Hazard Mapping Fee to the Department of Conservation as requested by the Director of Community Development.**

Approved. BT#04-11

LEGISLATIVE AND BUDGET ISSUES:

Consider miscellaneous legislative and budget matters pertinent to the County of Del Norte. Authorize the Chair to sign and send appropriate letters with respect to matters pending before the state or federal governments.

28. Receive a copy of a letter provided to State legislatures from the Director of Health and Human Services per Section 1.60 of the Administrative Manual, as requested by the Director of Health and Human Services.**

No action was needed on this item.

29. Approve and authorize the Chair to sign and send a letter to the U.S. Department of Transportation and Maritime Administration supporting the Crescent City Harbor District's request for PIDP Grant funding to rebuild the Citizen's Dock as requested by Supervisor Starkey.**

Action: Approved.

Motion: Move to approve

Move: Darrin Short

Second: Chris Howard

Vote Yea: 5 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson, Joey Borges

Vote Nay: 0 None

Vote Abstain: 0 None

30. Discuss and give direction to the County Administrative Officer/Budget Officer in regard to the method in which the increased contribution to the Humboldt-Del Norte Film Commission will be made beginning in FY 24/25 as requested by the Board of Supervisors.**

Action: Approved. Included in the motion was to direct staff to filter the funds through the Visitors Bureau/Chamber of Commerce.

Motion: Move to approve

Move: Valerie Starkey

Second: Chris Howard

Vote Yea: 5 Valerie Starkey, Chris Howard, Darrin Short, Dean Wilson, Joey Borges

Vote Nay: 0 None
Vote Abstain: 0 None

ADJOURNMENT

(Next meeting is May 14, 2024)

Kylie Goughnour, Clerk of the Board
County of Del Norte, State of California

Date Posted: April 19, 2024

THE AGENDA AND ACTION SUMMARY ARE AVAILABLE ON THE COUNTY WEBSITE:

www.co.del-norte.ca.us