



MINUTES
BOARD OF SUPERVISORS
DEL NORTE COUNTY
STATE OF CALIFORNIA

Tuesday, May 27, 2025

REGULAR MEETING

10:00 AM

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

ABSENT: Supervisor, District 3 Chris Howard

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.

Conference with Real Property Negotiator pursuant to Government Code § 54956.8-
Two: 1) Property Negotiations between Neal Lopez, CAO and Ted Pappas
Partnership regarding APN 117-110-025; 2) Property Negotiations regarding APNs
105-120-051, 105-120-021, 105-110-027, 105-160-013, 105-042-013, 105-150-014,
117-020-006, 117-110-020, 115-180-002, 110-032-033, 110-032-019, 116-202-013
("Miller Rellim Properties").

Personnel Matters pursuant to Government Code § 54957(b): Public Employment-
Public Defender.

Public Employee Evaluation pursuant to Government Code § 54957(b): Director of
Health and Human Services.

1:15 P.M. - Conduct in Closed Session: Pursuant to Government Code § 54957(b)
Public Employment - Director of Child Support Services interviews.

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

Laura Gayman/Behavioral Health Specialist - DHHS

- Report of any actions from closed session by County Counsel

None

- 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.

None

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

Supervisor Short: Attended the PBSP Citizens Advisory Committee meeting, attended the Last Chance Grade Stakeholders meeting, attended the DNSWMA meeting and attended the BCRAA meeting.

Supervisor Starkey: Attended the First 5 Commission meeting, attended the Last Chance Grade Stakeholders meeting, attended a meeting with a representative from the Humboldt Area Foundation, attended the Grants TAC meeting, participated in a teleconference with Assemblymember Rogers and Assemblymember McKinnor's office regarding AB 470, attended the Chamber of Commerce Board of Directors meeting, attended the Visitors Bureau meeting and participated in a tour of the new PATH Mobile Unit.

Supervisor Wilson: Attended the Homeless Ad-Hoc Committee meeting, attended the DNSWMA meeting, attended numerous meetings with different companies regarding A.I. Technology and participated in the local Memorial Day Services.

CONSENT AGENDA

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

Action: Approved. Supervisor Starkey pulled item #3 for discussion and not a separate vote. Supervisor Short pulled item #10 for discussion and not a separate vote.

Motion: Move to approve

Move: Darrin Short

Second: Dean Wilson

Vote Yea: 4 Valerie Starkey, Darrin Short, Dean Wilson, Joey Borges

Vote Nay: 0 None

Vote Abstain: 0 None

1. Approve and adopt the minutes from the May 13, 2025 Board of Supervisors meeting.**

Approved.

2. Approve and authorize the Chair of the Board of Supervisors to sign the Professional Services Agreement for the Del Norte Regional Drainage Study and

Capital Improvement Plan as requested by the Assistant County Engineer.**

Approved. DNCOAGREE #2025-087

3. Approve and authorize the County Agricultural Commissioner to sign the cooperative agreement between Del Norte County and the California Department of Food and Agriculture, Division of Measurement Standards for the Petroleum contract from July 1, 2025 to June 30, 2026 as requested by the Agricultural Commissioner.**

Approved. DNCOAGREE #2025-088. Supervisor Starkey pulled this item for discussion and not a separate vote.

4. Approve and authorize the Chair to sign the Master Service Agreement and Exhibit A for the Flock Group Inc. to assist in license plate reading to help improve outcomes of criminal cases and possibly assist victims as requested by the Sheriff Coroner.**

Approved. DNCOAGREE #2025-089

5. Approve salary step placement at Step C for newly hired Behavioral Health Specialist I as requested by the Department of Health and Human Services and recommended by the Director of Human Resources and Risk Management.**

Approved.

6. Approve and authorize the Chair to sign an Agreement between the County of Del Norte and Area 1 Agency on Aging to provide an area service plan relating to services to support for elderly Americans in Del Norte County with the term of July 01, 2025 through June 30, 2026 not to exceed \$24,102.00 as requested by the Administrative Services Coordinator.**

Approved. DNCOAGREE #2025-090

7. Approve and authorize the Director of Human Resources & Risk Management to sign the addendum to the agreement between EAN Services, LLC (Enterprise Mobility) and CSAC Finance Corporation as a Participating Company Affiliate as requested by the Director of Human Resources & Risk Management.**

Approved. DNCOAGREE #2025-091

8. Approve and authorize the County Counsel to sign an agreement between Del Norte County and the Del Norte Local Agency Formation Commission ("LAFCo") for Legal Counsel Services from July 1, 2025 to June 30, 2026 as requested by County Counsel.**

Approved. DNCOAGREE #2025-092

9. Approve salary step placement at Step C for newly hired Housing Case Worker I, as requested by the Department of Health and Human Services and recommended by the Director of Human Resources and Risk Management.**

Approved.

10. Accept the Legacy Renovation Project as complete and authorize the Chair to execute a Notice of Completion for the project components, as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE #2025-093. Supervisor Short pulled this item for discussion and not a separate vote.

11. Approve and authorize the Chair to sign the attached renewed Qualitative Case Review and Quality Assurance Coverage MOU with Humboldt County for the term of July 1, 2023 through June 30, 2030, as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE #2025-094

12. Approve and authorize the Chair to sign the attached Agreement with Wahlund Construction for installation of electrical equipment and generator at the ERF emergency shelter and micro-home village on Williams Drive, as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE #2025-095

13. Approve and authorize the Chair to sign the attached renewal Agreement with Del Norte Child Care Council for Stage One Child Care Services for the term of July 1, 2025 through June 30, 2026, as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE #2025-096

14. Authorize the Department of Health and Human Services to pay an additional \$2,561.88 for sales tax on the Purchase Agreement with Hydro Extrusion USA LLC to purchase ramps, stairs, and landings at the modular building located at 206 Williams Drive as part of the ERF emergency shelter and micro-village project, as requested by the Director of Health and Human Services.**

Approved.

15. Approve and authorize the Director of the Department of Health and Human Services to sign the Intergovernmental Agreement Regarding Transfer of Public Funds for the 2024 Variable Rate Range Program between the California Department of Health Care Services and Department of Health and Human Services for the term of January 1, 2024 through June 30, 2027, as requested by the Director of the Department of Health and Human Services.**

Approved. DNCOAGREE #2025-097

16. Approve and authorize the creation of the job classification and associated job description for part-time, extra-help, Public Health Officer - Extra Help as requested by the Director of Health and Human Services and recommended by the Director of Human Resources and Risk Management.**

Approved.

17. Approve salary step placement at Step C for newly hired Licensed Vocational Nurse I as requested by the Department of Health and Human Services and recommended by the Director of Human Resources and Risk Management.**

Approved.

18. Approve and authorize the creation of the job classification and associated job description for the permanent, full-time Economic Development Services Manager position at 1.0 FTE as recommended by the Economic Development Technical Advisory Committee, and directed by the Board of Supervisors for the Director of Human Resources and Risk Management to finalize.**

Approved.

19. Approve and authorize the Del Norte County Sheriffs Office to apply for funding from the Notice of Funding Opportunity: US Department of Justice Office on Violence Against Women (OVW) Fiscal Year 2025 Local Law Enforcement Grants for Enforcement of Cybercrimes Program and authorize Sheriff Garrett Scott to sign the grant application and any other agreements to implement the program if program funding is awarded, as requested by the Sheriff.**

Approved.

20. Approve and authorize the Chief Probation Officer to sign the Second Amendment to the Service Agreement between the Probation Department and Redwood Toxicology Laboratory, Inc. (RTL) to reflect price increases as requested by the Chief Probation Officer.**

Approved. DNCOAGREE #2025-098

21. Approve and authorize the Director of Human Resources & Risk Management with limited authority to collaborate with Department Heads to make corrections and formatting changes to existing job descriptions as requested by the Director of Human Resources & Risk Management.**

Approved.

22. Approve the use of County message boards/signs available from OES, Public Health and the Roads Division as needed for public messaging and authorize applicable Department Heads to utilize the necessary resources for placement and pick-up of the signs during the week of the Fourth of July as requested by Supervisor Short.**

Approved.

SCHEDULED ITEMS

23. 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.

24. 10:30 A.M. Approve and adopt a Resolution honoring George Pettit for his more than 40 years of volunteer service to Del Norte County as a Sheriff's Search, Rescue volunteer and volunteer firefighter as requested by the Sheriff-Coroner.**

Action: Approved. RESO#2025-013

Motion: Move to approve

Move: Valerie Starkey

Second: Dean Wilson

Vote Yea: 4 Valerie Starkey, Darrin Short, Dean Wilson, Joey Borges

Vote Nay: 0 None

Vote Abstain: 0 None

25. 10:35 A.M. 1) Receive an Area One Agency on Aging (A1AA) Update; and 2) approve and adopt a proclamation proclaiming May 2025 as "Older Americans Month", as requested by the Director of A1AA (Maggie Kraft).**

Action: Approved.

Motion: Move to approve

Move: Darrin Short

Second: Dean Wilson

Vote Yea: 4 Valerie Starkey, Darrin Short, Dean Wilson, Joey Borges

Vote Nay: 0 None

Vote Abstain: 0 None

26. 10:45 A.M. Discuss and select additional repairs to public roads that are not part of the county-maintained road system for Fiscal Year 2025-2026 per Board of Supervisor direction on March 25, 2025 to the County Engineer.**

Action: Approved. There was a first motion made to add Carole Lane to the 2025-26 project list, but it failed to pass due to a lack of a second. There was a second motion made to add portions of Carole Lane, Monopoly Lane, and Embarcadero Drive to the 2025-26 project list. The portions of those roads added to the list were the portions that were public, in order to comply with current policy. This motion passed by a 4-0 vote.

Motion: Move to approve

Move: Darrin Short

Second: Joey Borges

Vote Yea: 4 Valerie Starkey, Darrin Short, Dean Wilson, Joey

Borges
Vote Nay: 0 None
Vote Abstain: 0 None

REGULAR ITEMS

GENERAL GOVERNMENT:

27. Approve and authorize a step increase from Range A-1 Step E to Range A-1 Step F, effective April 12, 2025, for the County Counsel incumbent as requested by the Board of Supervisors, correcting the effective date from Agenda item #24 presented on meeting date May 13, 2025 as requested by the Director of Human Resources & Risk Management.

Action: Approved.

Motion: Move to approve

Move: Darrin Short

Second: Valerie Starkey

Vote Yea: 4 Valerie Starkey, Darrin Short, Dean Wilson, Joey
Borges

Vote Nay: 0 None

Vote Abstain: 0 None

28. Approve and authorize a step increase from Range A-6 Step F to Range A-6 Step G, effective April 11, 2025, for the Director of Human Resources & Risk Management as requested by the Board of Supervisors.

Action: Approved.

Motion: Move to approve

Move: Darrin Short

Second: Valerie Starkey

Vote Yea: 4 Valerie Starkey, Darrin Short, Dean Wilson, Joey
Borges

Vote Nay: 0 None

Vote Abstain: 0 None

29. Approve and authorize the Chair to sign the agreement between the County of Del Norte and the Del Norte County Office of Education (COE) for the provision of Program Manager services as part of the County's Proposition 64 Public Health & Safety Grant as requested by the Chief Probation Officer.**

Action: Approved. DNCOAGREE #2025-099

Motion: Move to approve

Move: Valerie Starkey

Second: Darrin Short

Vote Yea: 4 Valerie Starkey, Darrin Short, Dean Wilson, Joey
Borges

Vote Nay: 0 None

Vote Abstain: 0 None

BUDGET TRANSFERS:

Action: Approved.

Motion: Move to approve

Move: Darrin Short

Second: Dean Wilson

Vote Yea: 4 Valerie Starkey, Darrin Short, Dean Wilson, Joey
Borges

Vote Nay: 0 None

Vote Abstain: 0 None

30. Approve and adopt Budget Transfer #05-04 in the amount of \$750,000.00 within the 123-418 Mental Health Budget Unit to cover the cost of emergency placement services, as requested by the Director of Health and Human Services**

Approved. BT#05-04

31. Approve and adopt Budget Transfer #05-05 in the amount of \$100,000.00 within the 140-407 Drug & Alcohol Budget Unit to cover the cost of narcotic treatment services, as requested by the Director of Health and Human Services.**

Approved. BT#05-05

32. Approve and adopt Budget Transfer #05-06 in the amount of \$40,000.00 within the 140-407 Drug & Alcohol Budget Unit to cover the cost of Residential Treatment for Alcohol and Other Drug Abuse services, as requested by the Director of Health and Human Services.**

Approved. BT#05-06

33. Approve and adopt Budget Transfer #05-08 within the Veteran Cemetery Fund in order to increase expenditures in the amount of \$1,849.00 (Eighteen Hundred Forty-Nine Dollars) and increase revenue in the amount of \$1,849.00 (Eighteen Hundred Forty-Nine Dollars) to correct a budget program error and to make funds available for the April, May and June contract payments for landscaping services to close out FY 24/25, as requested by the Administrative Programs Manager.**

Approved. BT#05-08

34. Approve and adopt Budget Transfer #05-09 in the amount of \$20,600.00 within

the 141-442 Snap Ed Budget Unit to cover the cost of Payroll, Retirement CalPers Unfunded, and Intrafund Health Staff, as requested by the Director of Health and Human Services.**

Approved. BT#05-09

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.

ADJOURNMENT

(Next meeting is June 10, 2025)

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

Date Posted: May 22, 2025

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

www.co.del-norte.ca.us