



AGENDA
BOARD OF SUPERVISORS
DEL NORTE COUNTY
STATE OF CALIFORNIA
981 H STREET, ROOM 100
CRESCENT CITY, CA 95531
VIA Zoom
(media.co.del-norte.ca.us)

Tuesday, December 13, 2022

REGULAR MEETING

10:00 AM

The Board of Supervisors of the County of Del Norte and the governing body of all other special assessment and taxing districts, for which said Board so acts, is now meeting in regular session. Only those items that indicate a specific time will be heard at the assigned time. All other items may be taken out of sequence to accommodate the public and staff availability. Items followed with a ** indicate material attached in the agenda packet.

A closed session may be held at some time during the meeting to discuss litigation and/or personnel matters. There is a 90-day statute of limitations relating to decisions rendered after a public hearing of the Board of Supervisors and a 60-day statute of limitations relating to ministerial actions of the Board of Supervisors. NOTE: If you challenge the decision of the Board of Supervisors in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in the notice, or in written correspondence delivered to the Board of Supervisors at, or prior to, the public hearing. (Govt. Code § 65009). When providing written correspondence to the Board of Supervisors you must provide a copy to the Clerk of the Board for inclusion in the official record.

VIEW THE MEETING AND COMMENT REMOTELY. A link to view the meeting will be posted on <http://www.co.del-norte.ca.us/>. Public comment on ALL agenda items as well as general public comment will be taken at the prescribed time for public.

IF YOU REQUIRE AN ACCOMMODATION DUE TO DISABILITY under the Americans with Disability Act that does not allow you to participate remotely or provide written comment ahead of the meeting YOU MUST notify the Clerk of the Board at least 24 HOURS in advance of the meeting and a reasonable accommodation will be made.

Pursuant to Guidance issued from the California Department of Public Health (CDPH), effective March 1, 2022, individuals may attend Board of Supervisors meetings in person without a mask regardless of vaccination status. Pursuant to CDPH Guidance, masks are strongly recommended for indoor settings and businesses. Surgical masks or higher-level respirators (e.g. N95s, KN95s, KF94s) with good fit are highly recommended.

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. Public Employee Evaluation: Director of Health and Human Services.

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 Gerry Hemmingsen, Chair.
- Introduction of new employees to the Board of Supervisors
- Report of any actions from closed session by County Counsel
- 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.
- 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.

CONSENT AGENDA

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

1. Approve and adopt the minutes from the November 08, 2022 Board of Supervisors meeting.**
2. Approve and adopt the 2023 Board of Supervisors meeting schedule and the 2023 County Holiday schedule as requested by the Clerk of the Board.**

3. Approve and adopt a new Classification Description for a Child Support Program Manager (CSPM) and approve the reclassification of one (1) Child Support Program Coordinator position to a Child Support Program Manager for the Department of Child Support Services (DCSS) and direct Human Resources to amend the adopted staffing chart as requested by the Director of Child Support Services and the Human Resources/Risk Manager.**
4. Authorize the District Attorney's Office to implement the Violence Against Women Vertical Prosecution Program and approve the attached Grant Subaward (VV22-050080), including any extensions or amendments thereto, subject to further review and approval; and agree to provide all cash matching funds required for the said grant and to comply with the rules and regulations of Cal OES, as requested by the District Attorney's Office.**
5. Declare the list of County Vehicles as surplus per Title 2.33 of Del Norte County Code and direct that the subject vehicles be offered for sale through a public process, as is, and with a "salvaged/junk" title, as requested by the Administrative Services Manager.**
6. Approve and authorize the Chair to sign Third Amendments to Agreements 2021-082 (Keith Morris); 2021-083 (Karen Olson) for continued Public Defender Services – Felony Panel, as requested by the Administrative Services Manager.**
7. Approve and authorize the Chair to sign Third Amendments to Agreements 2021-099 (Joseph Futrell) and 2021-100 (Helen Hoopes) for continued Public Defender Services – Miscellaneous Panel, as requested by the Administrative Services Manager.**
8. Approve the request submitted on September 27, 2022 for PL 106-393 (Title III) funds for planning efforts proposed to be conducted on County property at the Bar-O Ranch, as requested by the Assistant County Administrative Officer.**
9. Approve Resolution 2022-045 updating the policy governing the administration and operation of the Del Norte County Veteran's Cemetery, as requested by the Veterans Service Officer.**
10. Approve placement on the salary schedule at a step higher than Step A for one new hire as a Social Worker IV-A at Step C as requested by the Human Resources/Risk Manager.**
11. Approve and authorize the surplus of a 2005 Chevrolet Colorado from the Community Development Department – Building Inspection Division and authorize the County Administrative Officer to transfer the 2005 Chevrolet

Colorado to the Parks & Building Maintenance Department.**

12. Approve and authorize the Chair to sign the Second-Tier Subaward Agreement for Emergency Management Performance (EMPG) funding as requested by the Emergency Services Coordinator.**
13. Authorize the Director of Child Support Services to enter into an annual agreement between the Del Norte CSS and Andre Carpenter dba ALC Process Service for local service of process at a rate of \$45.00 per service or service attempt as requested by the Director of Child Support Services.**
14. Approve and authorize the Chair to sign the First Amendment to the Agreement with Tidal Basin Government Consulting LLC for Professional Services for Transportation and Evacuation Annex to the EOP Agreement Number 2022-139 that extends the contract to April 30, 2023, as requested by the Emergency Services Coordinator.**
15. Approve and authorize the Chair to sign the attached renewed Agreement with Vista Pacifica Enterprises, Inc for the term of July 1, 2022 through June 30, 2023, as requested by the Director of Health and Human Services.**
16. Approve and authorize the Chair to sign the attached renewed Agreement with Del Norte Taxi to provide non-emergency out of county transportation services for the term of July 1, 2022 through June 30, 2023, as requested by the Director of Health and Human Services.**
17. Approve and authorize the Chair to sign the attached renewed Agreement with SVT Gruppe Inc. to provide transportation services for persons who are detained and need secured transportation for the term of July 1, 2022 through June 30, 2023, as requested by the Director of Health and Human Services.**
18. Approve and authorize the Chair to sign the attached renewed Agreement with Casa Serenity, LLC for continued adult residential care services for the term of July 1, 2022 through June 30, 2023, as requested by the Director of Health and Human Services.**
19. Approve and authorize the Chair to sign the attached Amendment to the Agreement with Environmental Alternatives to provide Independent living experiences for young adults who have been emancipated from the foster care system for the term of July 1, 2021 through June 30, 2023, as requested by the Director of Health and Human Services.**
20. Approve and authorize the Chair to sign the attached Resolution with California Department of Aging for the Access to Technology Program for

the term of October 1, 2022 through December 31, 2024, as requested by the Director of Health and Human Services.**

21. Approve and authorize the Chair to sign the attached Resolution with the California Department of Housing and Community Development to apply for, and receive funding for both the Round 4 Transitional Housing Program (THP) and Round 1 of the Housing Navigation and Maintenance Program (HNMP), as requested by the Director of Health and Human Services.**
22. Approve and authorize the Chair to sign a Memorandum of Understanding between the County of Del Norte and Golden State Connect Authority regarding implementation of a local agency technical assistance grant as requested by the Director of Information Technology.**
23. Accept the certified results of Statement of Vote for the November 8, 2022 Statewide General Election as requested by the Registrar of Voters. **
24. Approve the Special District Appointments for the November 2022 Election as requested by the Registrar of Voters.**
25. Staff recommends that the Board of Supervisors adopt a resolution authorizing the application for and receipt of Tribal and Rural Allocation Regional Early Action Planning Grants of 2021 Program (REAP) Funds from the State of California Housing and Community Development Department (HCD) as requested by the Director of Community Development.**
26. Approve and authorize the Chair to sign an Agreement between the County of Del Norte and Nichols, Melburg & Rosetto for Jail Assessment Consulting Services, as requested by the County Administrative Officer.**
27. Approve and authorize the Chair to sign an Agreement between the County of Del Norte and Shelly R. Davis for Correctional Health Services Consulting, as requested by the County Administrative Officer.**
28. Approve and appoint Justin Nunes and Steven Avila to the Del Norte County Fish and Game Commission Advisory Commission as requested by the Del Norte County Fish and Game Advisory Commission.**

SCHEDULED ITEMS

29. 10:05 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.

30. 10:10 A.M. Rural County Representatives of California (RCRC) presentation on their Strategic Plan and affiliated entity initiatives. (Patrick Blacklock, President and CEO of RCRC).**
31. 10:30 A.M. Adjourn as the Board of Supervisors, reconvene as the Board of Equalization and conduct an "appearance not timely confirmed hearing" per the Del Norte County Board of Equalization Local Rules Section 8.4 for a Penalty Assessment - APN 910-000-695 (Jonathan Proctor) (RY 20/21).**
32. 10:45 A.M. Conduct a Public Hearing for an application for Change of Assessment - APN 127-260-043 (Gail Tarbell) (RY 21/22).**
33. 11:00 A.M. Adjourn as the Board of Equalization, reconvene as the Board of Supervisors and receive an end of year update from Assemblyman Wood.**
34. 11:15 A.M. Conduct a Public Hearing to uphold the Planning Commission's approval of a Coastal Development Permit for a New Residence (B36878C) and add conditions 26 and 27 regarding nesting birds and the use of lawn chemicals as requested by the County Planner.**
35. 11:25 A.M. Overview of the Point Saint George Management Area Trail and Parking Lot Project (Heidi Kunstal, Director of the Community Development Department)

REGULAR ITEMS

GENERAL GOVERNMENT:

36. Approve and authorize the Chair to sign the attached Resolution to honor retiring Public Health Program Manager II, Melody Cannon-Cutts, as requested by the Director of Health and Human Services.**
37. Approve and adopt a Resolution to set tax rates for cannabis retail and manufacturing transactions within the range approved by voters in Measure B for calendar year 2023 as requested by the Treasurer-Tax Collector.**
38. Approve and authorize the transfer of all processes associated with the administration of the Animal Services Division from the Office of the Agricultural Commissioner to the Sheriff's Office, as directed by the Board of Supervisors and presented by the County Administrative Officer.**
39. Introduce AN ORDINANCE ESTABLISHING THE CHIEF PROBATION OFFICER AS A BOARD OF SUPERVISORS APPOINTED POSITION, and designate County Counsel to prepare a summary for publication as requested by County Counsel.**

40. Approve and adopt "AN ORDINANCE AMENDING THE MAXIMUM LENGTH OF STAY AT COUNTY CAMPGROUNDS" and designate County Counsel to prepare a summary of the ordinance for publication as requested by County Counsel.**
41. Approve and authorize the Chair to sign the attached Agreement with Queer Humboldt to create the Del Norte County LGBTQ Resource Project, to provide a comprehensive database of resources for the LGBTQ community within Del Norte County for the term of July 1, 2022 through June 30, 2023, as requested by the Director of Health and Human Services.**
42. Discuss and direct staff to update the Del Norte County Administration Manual to reflect the consistency with Rosenbergs Rules of Order as requested by the County Administrative Officer and County Counsel.**
43. Discuss the proposed staffing changes within the Department of Health and Human Services, as requested by the Director of the Department of Health and Humans Services.**

BUDGET TRANSFERS:

44. Approve and adopt Budget Transfer #11-04 in the amount of \$32,920.00 from the Miscellaneous Revenues and Expenditures Budget Unit to the Building Inspection Budget Unit to allow for the purchase of a new vehicle as requested by the Community Development Director.**
45. Approve and adopt Budget Transfer #11-05 in the amount of \$17,500.00 within the Victim Witness Budget Unit to cover overages as requested by the District Attorney.**
46. Approve and adopt Budget Transfer #12-01 in the amount of \$15,370.00 within the Jail Budget Unit to move previously budgeted funds from the Jail payroll line into a newly created OSHA Penalty Line as requested by the Auditor-Controller.**
47. Approve and adopt Budget Transfer #12-02 in the amount of \$38,000.00 within the Capital Improvement Projects Budget Unit to address the costs associated with the Agricultural/Weights and Measures department relocation as requested by the Auditor-Controller.**
48. Approve and adopt Budget Transfer #12-03 in the amount of \$26,000.00 within the LPS Conservatorship Budget Unit to purchase new cubicles as requested by the Director of the Department of Health and Human Services.**

49. Approve and adopt Budget Transfer #12-05 in the amount of \$28,000.00 within the Capital Improvement Projects Budget Unit for Phase II of the Agriculture/Weights and Measures Office relocation as requested by the Auditor-Controller.**

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.

50. Approve the use of Fiscal Year 2022/2023 budgeted capital improvement funds in the amount of twenty-eight thousand dollars (\$28,000.00) to address the estimated costs associated with the second phase of the relocation of the Agriculture/Weights and Measures Department as requested by the County Administrative Officer.

ADJOURNMENT

(Next meeting is January 10, 2023)

Kylie Goughnour, Clerk of the Board

County of Del Norte, State of California Date Posted: December 09, 2022

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

www.co.del-norte.ca.us