



AGENDA
BOARD OF SUPERVISORS
DEL NORTE COUNTY
STATE OF CALIFORNIA
981 H STREET, ROOM 100
CRESCENT CITY, CA 95531

Tuesday, March 10, 2026

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 public and staff availability. Items followed with a ** indicate material attached to 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.

Public comment is heard separately for each item on the agenda. NOTE: The Consent section is considered one item. For topics NOT on the agenda, public comment is allowed during the general public comment period during regular meetings. Comments should be limited to topics that are within the County's jurisdiction or purview.

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.

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 Legal Counsel pursuant to Government Code 54956.9(d)(2),(d)(3) & (d)(4): Anticipated Litigation/Significant Exposure to Litigation: One-Case No. 56749 regarding APNs: 102-070-13; A.P.N. 102-070-17; A.P.N. 102-070-08; A.P.N. 102-070-09; A.P.N. 102-160-23; A.P.N. 102-010-41; and A.P.N. 102-010-40.

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 Dean Wilson, District 5 Supervisor.
- 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, technical advisory 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 February 10, 2026 Board of

Supervisors meeting.**

2. Approve and authorize the Chair to sign a letter of support for the Elk Valley Artisans application for a community T-Mobile Grant for community beautification, as requested by Supervisor Howard.**
3. Pursuant to Section 1.60.010.E of the Administrative Manual, review a letter of support requested by Caltrans for a FY 26 BUILD Grant application filed by the agency for the Last Chance Grade Project, as authorized by the Chair.**
4. Approve and authorize the Chair to sign the Memorandum of Understanding (MOU) between the City of Crescent City and the County of Del Norte for the purpose of using Community Development Block Grant Funds for the continued operation of a Mobile Market/Pantry Program in Del Norte County, as requested by the Administrative Programs Manager.**
5. 1) Approve and authorize the Director of Health and Human Services to sign the attached second Amendment to the Agreement with CalMHSA for the Workforce Education and Training Program for a term ending June 30, 2026, and; 2) Authorize the Director of Health and Human Services to sign any future Amendments to this Agreement, as requested by the Director of Health and Human Services.**
6. Approve and authorize the Chair to sign the attached first Amendment to the Participation Agreement for the State Hospital Program with CalMHSA for the term of July 1, 2026 through June 30, 2027, as requested by the Director of Health and Human Services.**
7. Approve and appoint Dylan Ridgley to the Local Assessment Appeals Board, as requested by Supervisor Howard.**
8. Approve and authorize the Chair to sign the one-year renewal proposal letter from the California Forensic Medical Group (CFMG) authorizing CFMG to put together an Amendment to the current Agreement to extend the County Jail Health Care and Psychiatrist and Psychiatric Medication Services for Del Norte County Youth housed in Humboldt County through August 31, 2027, as requested by the County Administrative Officer, Sheriff-Coroner and Chief Probation Officer.**
9. Approve and authorize the Chair to sign the Certification of Statement Regarding Composition of LPC Membership as requested by the Director of Early Education and Learning of the Del Norte County Unified School District.**
10. Approve and authorize Human Resources and the County Auditor-Controller

to reimburse transportation and lodging expenses for candidates selected to participate in a final in-person interview for the County Public Defender position not to exceed one thousand dollars (\$1,000.00) per candidate, as requested by the Director of Human Resources & Risk Management.**

SCHEDULED ITEMS

11. 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.
12. 10:30 A.M. Discuss and give possible direction to staff to take the necessary actions to revise the FY 25/26 General Fund Budget for an increased contribution of \$5,000.00 to the Chamber of Commerce and annually thereafter, which will be used towards the increase in cost associated with the annual fireworks show during the 4th of July events at Beachfront Park as requested by the Executive Director of the Chamber of Commerce.

REGULAR ITEMS

GENERAL GOVERNMENT:

13. Approve the individual faithful performance bond and the individual faithful performance bond and direct that it be placed on record as required for Harbor Commissioner, Dan Schmidt, pursuant to Harbors and Navigation Code §6056 as requested by Harbor Commissioner Dan Schmidt.**
14. Approve salary step placement at Step 3 for newly hired (Deputy District Attorney III) as requested by the District Attorney and recommended by the Director of Human Resources and Risk Management.**
15. Adopt and authorize the Chair to sign the attached Memorandum of Understanding (MOU) with the Golden State Finance Authority (GSFA) to provide cost reimbursement for participation in a regional Jail Medical Care Feasibility Study focused on evaluating long-term, sustainable alternatives for jail medical service delivery, as requested by the County Administrative Officer.**
16. Approve the Agreement for Placement of Juvenile Court Wards at Shasta County Juvenile Rehabilitation Facility as requested by the Chief Probation Officer.**

BUDGET TRANSFERS:

17. Approve and adopt Budget Transfer #02-04 in the amount of \$4,000.00 (Four Thousand dollars) within the Sheriff Coroner's Budget to allow for the transfer of funds based on approved funds from participation in VA research project for procurement of equipment for the coroner's van, as requested by the Sheriff-Coroner.**

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.

18. Receive update on potential FY 27 Congressionally Directed Spending (CDS) project for Del Norte County Emergency Operations Center, as requested by the Assistant CAO**
19. Approve and Authorize the Chair to Sign a Letter of Support and Co-Sponsor Proposed Coastal Act Legislation Related to Farmworker Housing in Coastal Agricultural Areas, as requested by Marin County and recommended by Supervisor Howard.**

ADJOURNMENT

(Next meeting is March 24, 2026)

Kylie Goughnour, Clerk of the Board

County of Del Norte, State of California Date Posted: March 05, 2026

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

www.co.del-norte.ca.us



MINUTES
BOARD OF SUPERVISORS
DEL NORTE COUNTY
STATE OF CALIFORNIA

Tuesday, February 10, 2026

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.

Conference with Legal Counsel and Staff pursuant to Government Code 54956.9(d)(1): Worker's Compensation Claim-Three.

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 Joey Borges, Chair.
- Introduction of new employees to the Board of Supervisors

Thomas Candrian - Integrated Case Worker I, Victoria Graves - Integrated Case Worker I (Part Time), Crystal Berber - Integrated Case Worker I (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.

Supervisor Borges noted that the recommendation for Board action on item #24 needs to be updated to appoint two delegates to the National Association of Counties (NACo).

- 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: Nothing to report.

Supervisor Starkey: Attended a few Community Health Improvement Plan Launch meetings, attended a meeting with Redwood National & State Park representatives, attended the Finance, Grants and Administration TAC meeting, attended the Behavioral Health Collaborative meeting, attended the Local Behavioral Health Board meeting, attended the 2nd Coffee and Conversation meeting with constituents and attended the Opioid Settlement Working Group meeting.

Supervisor Howard: Attended a meeting with a contractor for BCRAA, attended several dinners of the new HUM Lab in DNC, attended the Senior Center BOD meeting, attended the North Coast Grower's Association Food Council meeting, attended a meeting with the USFS, attended the Del Norte Fire Safe Council meeting, attended a meeting with Assemblyman Damon Connolly, attended the Chamber dinner, attended the Finance, Grants and Administration TAC meeting, attended a meeting with Ryan Flynn from Pacific Power and constituents, attended a meeting with Nick Rail and attended a meeting with Doug Hickson from the Federal Highways Administration and Jaime Matteoli from Caltrans regarding legislation to advocate for Last Chance Grade.

Supervisor Borges: Nothing to report.

Supervisor Wilson: Attended the Homeless Working Group meeting and attended numerous meetings in Klamath with constituents regarding County and State issues.

CONSENT AGENDA

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

Action: Approved. Supervisor Howard pulled items #3 and #4 for further discussion, not a separate vote.

Motion: Move to approve

Move: Valerie Starkey

Second: Darrin Short

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 January 27, 2026 Board of Supervisors meeting.**

Approved.

2. Request Approval to Sell Tax-Defaulted Properties Subject to the Power of Sell as requested by the Treasurer-Tax Collector.**

Approved.

3. Approve and authorize the Chair to sign a letter of support for the Del Norte Fire Council's grant application to the North Coast Resource Partnership (NCRP) Capacity Grant Program, as requested by Supervisor Howard.**

Approved. Supervisor Howard pulled this item for further discussion, not a separate vote.

4. Approve and authorize the Chair to sign and send a letter of support to the North Coast Resource Partnership (NCRP) Leadership Council supporting the Del Norte Resource Conservation District's Capacity Planning Grant application, as requested by Supervisor Howard.**

Approved. Supervisor Howard pulled this item for further discussion, not a separate vote.

5. Adopt the attached resolution approving the Real Property Disposition and Acquisition Agreement and Joint Escrow Instructions for the sale of eighteen (18) County-owned parcels in the Pacific Shores Subdivision to the State of California, authorize the Chair to execute the Purchase and Sale Agreement and related escrow documents, and authorize the County Administrative Officer, or designee, to take all actions necessary to complete the transaction, consistent with prior Board direction, as previously directed by the Board of Supervisors**

Approved. DNCOAGREE #2026-019; RESO #2026-005

6. Approve and authorize the Chair to sign the attached Agreement with Training, Employment, and Community Help, Inc. for the Homeless Management Information System for an ongoing term, as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE #2026-020

7. Approve and authorize the chair to sign the Cooperative Forest Road Agreement between the County of Del Norte and the USDA, Forest Service Six Rivers National Forest for the purpose of maintaining roads within the boundary of the Six Rivers National Forest including Low Divide Road, Rowdy Creek Road, Old Gasquet Toll Road, Holiday Road and Patrick Creek Road as requested by the Director of Community Development.**

Approved. DNCOAGREE #2026-021

8. Approve and authorize the Chair to sign the First Amendment to Cal OES Second-Tier Subaward Agreement Number 2023-227 as requested by the OES Fiscal Manager.**

Approved. DNCOAGREE #2026-022

9. Approve and authorize the Chair to sign the Coastal Development Permit application to the California Coastal Commission for the Point St. George Western Lily Habitat Restoration Project, and authorize the Director of

Community Development to act as the County's agent for the application as requested by the Director of Community Development.**

Approved.

10. Approve and adopt a Master Crime Insurance Program in lieu of Public Official Bonds as requested by the Director of Human Resources and Risk Management.**

Approved.

11. Approve and adopt the Memorandum of Understanding (MOU) between the County of Del Norte and the Del Norte County Employees Association/SEIU Local 1021 for the term of September 1, 2025 - August 31, 2028, as mutually recommended and as requested by the County Administrative Officer.**

Approved. DNCOAGREE #2026-023

12. Approve the attached AB 177 and AB 1869 required spending reports as requested by the Auditor-Controller**

Approved.

13. Approve and authorize the Chair to sign the attached renewal Agreement with BHC Heritage Oaks Hospital, Inc. to continue providing Psychiatric Inpatient Hospital Services for the term of July 1, 2025 through June 30, 2028, as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE #2026-024

14. Approve and authorize the Chair to sign the attached renewal Agreement with BHC Sierra Vista Hospital, Inc. to continue providing Psychiatric Inpatient Hospital Services for the term of July 1, 2025 through June 30, 2028, as requested by the Director of Health and Human Services.**

Approved. DNCOAGREE #2026-025

15. Approve and adopt a Resolution allowing the Sheriff's Office to apply, conduct and sign the Boating Safety and Enforcement Program for FY 26/27 as requested by the Sheriff-Coroner.**

Approved. RESO #2026-006

16. Approve and appoint Natahna Tedsen to the Local Assessment Appeals Board, as requested by Supervisor Wilson.**

Approved.

17. Approve and appoint Ana Potter to the Local Assessment Appeals Board, as requested by Supervisor Borges.**

Approved.

SCHEDULED ITEMS

18. 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.

19. 10:30 A.M. Approve and adopt a Resolution honoring David Thompson for his twenty years of public service as a County employee as requested by the Director of Community Development.**

Action: Approved. RESO #2026-007

Motion: Move to approve

Move: Chris Howard

Second: Dean Wilson

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

Vote Nay: 0 None

Vote Abstain: 0 None

20. 10:35 A.M. 1) Receive a brief presentation on the Tsunami Signage Kiosks project; 2) approve the use of County General Funds, not to exceed \$2,000.00; and 3) authorize the County Administrative Officer to sign permit applications as requested by the Emergency Services Coordinator**

Action: Approved.

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

REGULAR ITEMS

GENERAL GOVERNMENT:

21. Approve salary step placement at Step 3 for the newly hired Senior Account Clerk effective February 13, 2026, as requested by the Chief Probation Officer.**

Action: Approved.

Motion: Move to approve

Move: Chris Howard

Second: Darrin Short

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

Vote Nay: 0 None

Vote Abstain: 0 None

22. Receive a Strategic Plan update covering the Q2 period of FY 25/26, as requested by Administration.**

No action was needed on this item.

23. Approve and adopt an amendment to Chapter 1 (Board of Supervisors), Section 1.10 (Rules), of the County Administrative Manual to add Rule 31 ("State and Federal Advocacy"), clarifying Board participation, designation of representatives, and travel authorization associated with recognized state and federal advocacy organizations, as recommended by Administration and County Counsel.**

Action: Approved.

Motion: Move to approve

Move: Darrin Short

Second: Dean Wilson

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

Vote Nay: 0 None

Vote Abstain: 0 None

24. Approve an amended list of Board appointments, to add a designated representative and alternate representative for the National Association of Counties (NACo), as requested by Chair Borges.**

Action: Approved. Supervisor Borges noted that the recommendation for Board action on this item needs to be updated to appoint two delegates to the National Association of Counties (NACo).

Motion: Move to approve

Move: Darrin Short

Second: Dean Wilson

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

Vote Nay: 0 None

Vote Abstain: 0 None

25. Approve and adopt the 700 Master Salary Schedule effective February 9, 2026, to implement the biweekly compensation and chair differential as set forth in the

Ordinance No. 2025-007 passed and adopted on December 9, 2025 as requested by the Director of Human Resources and Risk Management.**

Action: Approved.

Motion: Move to approve

Move: Valerie Starkey

Second: Darrin Short

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

Vote Nay: 0 None

Vote Abstain: 0 None

26. 1) Approve and Adopt Budget Transfer #02-01 in the amount of \$20,000.00 (twenty-thousand dollars) within the Flood Control Zone 4 Subzone C, Klamath Glen Levee Budget to allow for the transfer of funds from Department Allotment to Transfer Out Interfund Roads for levee maintenance related activities as requested by the County Engineer.**

Approved. BT #02-01

27. 1) Approve and Adopt Budget Transfer #02-02 in the amount of \$50,000.00 (Fifty-thousand dollars) within the Flood Control Budget to allow for the transfer of funds from Department Allotment to Transfer Out Interfund Roads for work performed related to the Countywide Drainage Study as requested by the County Engineer.**

Approved. BT #02-02

28. Approve and adopt Budget Transfer #02-03 in the amount of \$61,442.00 (sixty-one thousand four hundred forty-two dollars) within the Sheriff's Office Budget to allow for the transfer of funds based on an approved insurance claim for total replacement of patrol unit 101 as requested by the Sheriff-Coroner.**

Approved. BT #02-03

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.

29. Approve and authorize the use of additional funds allocated for use on non-maintained public roads totaling \$1,922.11 over the original \$7,000.00 approved on December 09, 2025, for the Roads Division temporary repairs to the public access road to the California Department of Fish and Wildlife's Smith River Fishing Access (also referred to as Saxton's) located at 2660 S. Fred Haight Drive, Smith River as requested by the Community Development Department's Roads Division.**

Action: Approved.

Motion: Move to approve

Move: Chris Howard

Second: Darrin Short

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 March 10, 2026)

The February 24, 2026 meeting has been cancelled

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

Date Posted: February 05, 2026

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

www.co.del-norte.ca.us

Clerk of the Board

Chair, Board of Supervisors



County of Del Norte
Board of Supervisors
981 "H" Street, Ste. 200
Crescent City, California 95531

Phone
(707) 464-7204

Fax
(707) 464-1165

March 10 2026

Re: Letter of Support for Elk Valley Artisans T-Mobile Grant Application

To Whom It May Concern:

On behalf of the Del Norte County Board of Supervisors, we are pleased to offer our strong support for the Mural Restoration Project sponsored by Elk Valley Artisans in Crescent City.

Over time, weather and natural aging have resulted in the deterioration of several of the painted murals throughout Crescent City. These murals are important community assets. They contribute to the cultural identity, visual character, and civic pride of our region. They also enhance the visitor experience, drawing both residents and tourists to explore our downtown and coastal areas.

We understand that Elk Valley Artisans is seeking funding through the T-Mobile grant program to begin restoration efforts, starting with the well-known "Shipwreck" mural located on the First Service Plumbing building. We appreciate the proactive coordination among property owners, local artists, and community partners to preserve this artwork while addressing needed building repairs.

Elk Valley Artisans has demonstrated a longstanding commitment to community beautification and cultural enrichment in Del Norte County. The organization has a proven track record of completing projects in a timely and professional manner, and we are confident that this restoration effort will be executed with the same care and quality.

The Board of Supervisors supports this application and the broader effort to restore and preserve Crescent City's murals for future generations.

Sincerely,

Joey Borges, Chair
Del Norte County Board of Supervisors



County of Del Norte Board of Supervisors

Board Report

AGENDA DATE: March 10, 2026

TO: Del Norte County Board of Supervisors

FROM: Kylie Goughnour , Deputy Clerk of the Board
Board of Supervisors Clerk

SUBJECT: Letter of Support FY 26 BUILD Grant (Caltrans, Last Chance Grade)

RECOMMENDATION FOR BOARD ACTION:

Pursuant to Section 1.60.010.E of the Administrative Manual, review a letter of support requested by Caltrans for a FY 26 BUILD Grant application filed by the agency for the Last Chance Grade Project, as authorized by the Chair.**

DISCUSSION/SUMMARY:

On February 12, 2026, Caltrans District 1 requested letters of support for its Fiscal Year 2026 USDOT BUILD discretionary grant application seeking \$25 million in funding for the Right-of-Way phase of the Last Chance Grade Restoration Project. In its correspondence, Caltrans requested that support letters be submitted no later than February 20, 2026.

Due to the accelerated federal application timeline and the fact that the Board met only once during the month of February, with the next regular meeting scheduled for March 10, 2026, it was not possible to present the draft support letter to the full Board prior to the Caltrans deadline.

The Last Chance Grade Restoration Project has long been identified as a top local, regional, and statewide priority. Consistent with the Board's prior actions and established support for the project, the Chair executed and transmitted a letter of support dated February 12, 2026 to the United States Department of Transportation.

County Administrative Manual § 1.60.010.E provides that when legislative or funding deadlines do not allow sufficient time for prior Board authorization, and where the action is consistent with the Board's adopted legislative positions or established policy direction, the Appointing Authority or designee may prepare, sign, and transmit comment letters, with the requirement that such letters be presented at the next possible regular session of the Board.

The Chair's transmittal of the support letter was consistent with the Board's longstanding policy direction supporting advancement of the Last Chance Grade project and was undertaken to ensure compliance with the February 20 federal deadline. This report is

presented to ensure procedural compliance with Administrative Manual § 1.60.010.E and to formally notify the full Board of the action taken.

ALTERNATIVES:

N/A

FINANCING:

N/A

OTHER AGENCY INVOLVEMENT:

Caltrans; United States Department of Transportation

STRATEGIC PLAN ALIGNMENT:

This Board of Supervisors' adopted Strategic Plan contains the following Focus Areas and Goals.

Focus Area 1: County Staffing and Capacity (CSC)

Focus Area 2: Infrastructure and Economic Development (IED)

Focus Area 3: Law, Justice, and Homelessness (LJH)

Focus Area 4: General Governance and Budget (GGB)

This item addresses the following Goals:

Not applicable

ATTACHMENTS:

1. DNC Chair_Letter of Support for Caltrans BUILD Application_02.12.26

APPROVALS:

Neal Lopez, County Administrative Officer
Kylie Goughnour , Deputy Clerk of the Board

Approved - 3/3/2026
New -



County of Del Norte
Board of Supervisors
981 "H" Street, Ste. 200
Crescent City, California 95531

Phone
(707) 464-7204

Fax
(707) 464-1165

February 12, 2026

The Honorable Sean Duffy, Secretary
United States Department of Transportation
1200 New Jersey Avenue, SE
Washington, DC 20590

RE: Support for USDOT BUILD 2026: Last Chance Grade Restoration – Del Norte County, CA

Dear Secretary Duffy:

The Del Norte County Board of Supervisors are writing in support of the application of Caltrans District 1 to the United States Department of Transportation (USDOT) Better Utilizing Investments to Leverage Development (BUILD) discretionary grant program for Fiscal Year 2026 for the Last Chance Grade Restoration Project (Project).

The Project is located in rural Del Norte County in Northern California on US 101, which functions as the primary arterial for all modes of transportation in the region. The Project will address the deteriorating roadway conditions by constructing a 6,000-foot-long tunnel, thus providing an enduring solution to an ongoing problem. The Project has been a high priority for Caltrans and its partners for many years. Funding the Project will ensure that this important project serving a rural and underserved community, including multiple tribal nations, will continue to move forward. Funding for this critical infrastructure project is foundational to economic stability and growth for the community and region as US 101 serves as the main trade corridor. The Project provides a multi-beneficial solution such as access, safety, mobility, quality of life and economic opportunity. The Project has been a decades long priority for the communities residing in Del Norte County who have faced impediments to access and economic opportunities due to the deteriorating conditions of US 101.

The goal of the Project is to restore access to the cities, communities and Native American Tribes that live, work, and recreate within Del Norte County. The Project has been a local, regional, and statewide priority for many years and is a strong example of a multi-beneficial, transportation improvement project.

Del Norte County strongly supports this application and would like to thank USDOT for taking the time to review and consider this application for the BUILD Program Grant award.

Sincerely,

Joey Borges, Chair
Board of Supervisors
Del Norte County, California



County of Del Norte Board of Supervisors

Board Report

AGENDA DATE: March 10, 2026

TO: Del Norte County Board of Supervisors

FROM: Antoinette Self, Administrative Services Manager
Administration
981 H Street, Suite 200
Crescent City, CA 95531

SUBJECT: Mobile Market Pantry Program MOU

RECOMMENDATION FOR BOARD ACTION:

Approve and authorize the Chair to sign the Memorandum of Understanding (MOU) between the City of Crescent City and the County of Del Norte for the purpose of using Community Development Block Grant Funds for the continued operation of a Mobile Market/Pantry Program in Del Norte County, as requested by the Administrative Programs Manager.**

DISCUSSION/SUMMARY:

This Memorandum of Understanding between the City of Crescent City (City) and County of Del Norte (County) for the purpose of utilizing Community Development Block Grant funding for the continued operation of the Mobile Market/Pantry. The County entering into this MOU will allow for the program to be available to all residents of Del Norte County.

The City intends to apply for 2025 CDBG program funding for public services to continue the operation of a Mobile Market/ Pantry Program through the State Department of Housing and Community Development (HCD). The City wishes to engage the County to assist the City in utilizing such funds if awarded by allowing for the expansion of the service area to include County residents in addition to City residents. In order to be able to make this program available Countywide, the CDBG program requires the City and the County to enter into an agreement for the implementation of the program prior to submitting the City's application.

The CITY will be solely responsible for administering the Mobile Market/Pantry Program and will contract with the Family Resource Center to operate the Mobile Market/Pantry, as a sub-recipient, for beneficiaries located in Del Norte County, both incorporated and unincorporated areas. The City, and the Family Resource Center, will be solely responsible for all CDBG program compliance and reporting. In consideration of the City's provision of Mobile Market/Pantry services to County residents, the County agrees not to apply for any CDBG funding for the operation of a similar program during the same funding period as the City's grant award if it were to jeopardize the eligibility of the activity.

ALTERNATIVES:

Not approve the MOU and direct staff to seek alternatives.

FINANCING:

This program will be operated and overseen by the City of Crescent City should the application for funding under the 2025 NOFA be awarded.

OTHER AGENCY INVOLVEMENT:

City of Crescent City and Department of Housing and Community Development.

STRATEGIC PLAN ALIGNMENT:

This Board of Supervisors' adopted Strategic Plan contains the following Focus Areas and Goals.

- Focus Area 1: County Staffing and Capacity (CSC)
- Focus Area 2: Infrastructure and Economic Development (IED)
- Focus Area 3: Law, Justice, and Homelessness (LJH)
- Focus Area 4: General Governance and Budget (GGB)

This item addresses the following Goals:

GGB-3: Improve Oversight of County Programs and Services

ATTACHMENTS:

1. CITY-COUNTY MOU for 2025 CDBG FRC Food Pantry_0302.26

APPROVALS:

Neal Lopez, County Administrative Officer
Jacqueline Roberts , County Counsel
Kylie Goughnour , Deputy Clerk of the Board

Approved - 3/3/2026
Approved - 3/3/2026
New -

AGREEMENT FOR 2025 CDBG FUNDED FRC FOOD PANTRY AND MOBILE MARKET

BETWEEN THE CITY OF CRESCENT CITY AND THE COUNTY OF DEL NORTE

COUNTY AGMT. NO. _____ - _____

This agreement ("Agreement") is made and entered into by the City of Crescent City, a California municipal corporation ("CITY") and the County of Del Norte, a political subdivision of the State of California ("COUNTY"), for the purpose of utilizing Community Development Block Grant funds anticipated to be awarded to the CITY for the provision of a Mobile Market and brick and mortar Food Pantry located within Del Norte County.

WHEREAS, the CITY intends to apply for 2025 CDBG program funding for a Mobile Market / Food Pantry through the State Department of Housing and Community Development (HCD); and

WHEREAS, the CITY wishes to engage the COUNTY to assist the CITY in utilizing such funds if awarded by expanding the service area to include County residents in addition to City residents; and

WHEREAS, the CDBG program requires that the CITY and the COUNTY enter into an agreement for the implementation of the program prior to submitting the CITY's application.

NOW, THEREFORE, IT IS AGREED by and between the CITY and the COUNTY as follows:

1.0 INCORPORATION OF RECITALS. The recitals set forth above, and all defined terms set forth in such recitals and in the introductory paragraph preceding the recitals, are hereby incorporated into this Agreement as if set forth herein in full.

2.0 CITY OBLIGATIONS.

2.1 The CITY will be solely responsible for administering the Mobile Market / Food Pantry Program. The CITY will contract with the Family Resource Center to operate the Mobile Market / Food Pantry, as a subrecipient, for beneficiaries located in Del Norte County, both incorporated and unincorporated areas.

2.2 The CITY, and the Family Resource Center, will be solely responsible for CDBG program compliance and reporting.

3.0 COUNTY OBLIGATIONS.

3.1 The COUNTY expressly consents and authorizes the CITY to provide Mobile Market / Food Pantry services to county residents.

3.2 In consideration of the CITY's provision of Mobile Market / Food Pantry services to County residents, the COUNTY agrees not to apply for any additional CDBG funding for the same activity during the same funding period as the CITY's grant award if said application would jeopardize the eligibility of this activity.

4.0 PROGRAM INCOME.

- 4.1 In consideration of the CITY's management of a CDBG grant, if awarded, the COUNTY expressly consents and authorizes the CITY to receive and retain any CDBG Program Income received as part of the Mobile Market / Food Pantry program.
- 4.2 The COUNTY understands that any CDBG Program Income received in association with this grant will be solely available to the CITY for its use in future CDBG eligible activities as allowed under California Housing and Community Development and U.S. Department of Housing and Urban Development regulations and guidelines.

5.0 TERM OF AGREEMENT. This Agreement is effective as of the date of its execution by both parties and will remain in effect until:

- (i) if the grant is awarded, the end of the 2025 CDBG funding period.
- (ii) if the grant is not awarded, upon notification of non-approval of CITY application.

6.0 FUNDING.

- 6.1 The City anticipates applying for the total allowable award amount for a Public Service under the 2025 CDBG NOFA once it is released.
- 6.2 The funding awarded will be utilized to provide Mobile Market / Food Pantry services within the unincorporated area of Del Norte County as well as the incorporated area of Crescent City.

7.0 GENERAL PROVISIONS.

- 7.1 INDEMNIFICATION OF COUNTY. CITY agrees to indemnify, defend (with counsel reasonably approved by COUNTY) and hold harmless the COUNTY and its officers, employees, agents and volunteers from any and all claims, actions, losses, damages and/or liability resulting from CITY's negligent acts or omissions which arise from CITY's performance of its obligations under this AGREEMENT.
- 7.2 INDEMNIFICATION OF CITY. COUNTY agrees to indemnify, defend (with counsel reasonably approved by CITY) and hold harmless CITY and its officers, employees, agents and volunteers from any and all claims, actions, losses, damages, and/or liability resulting from COUNTY'S negligent acts or omissions which arise from COUNTY's performance of its obligations under this AGREEMENT.
- 7.3 COMPARATIVE FAULT. In the event COUNTY and/or CITY is found to be comparatively at fault for any claim, action, loss or damage which results from their respective obligations under the AGREEMENT, the COUNTY and/or CITY must indemnify the other to the extent of its comparative fault.
- 7.4 ATTORNEY'S FEES. In the event of litigation arising from this AGREEMENT, each Party to the AGREEMENT will bear its own costs, including attorneys' fees. This paragraph shall not apply to the costs or attorneys' fees relative to paragraphs 7.1, 7.2, and 7.3, indemnification.
- 7.6 INSURANCE. COUNTY is an authorized self-insured public entity for purposes of Professional Liability, Automobile Liability, General Liability, and Workers' Compensation

and warrant that through their programs of self-insurance, COUNTY has adequate coverage or resources to protect against liabilities arising out of the performance of the terms, conditions or obligations of this AGREEMENT. CITY purchases insurance coverages for Automobile Liability, General liability, and Workers' Compensation. CITY represents and warrants that CITY has adequate coverage or resources to protect against liabilities arising out of the performance of the terms, conditions or obligations of this AGREEMENT.

- 7.7 INTEGRATION / AMENDMENT. This AGREEMENT contains the entire AGREEMENT of the Parties with respect to subject matter hereof, and supersedes all prior negotiations, understandings or agreements. No supplement, modification, or amendment of this AGREEMENT will be binding unless executed in writing and signed by both parties.
- 7.8 GOVERNING LAW / VENUE. This AGREEMENT is entered into in Del Norte County, California and is governed by the laws of the State of California. Any action or proceeding between CITY and COUNTY concerning the interpretation or enforcement of this AGREEMENT, or which arises out of or is in any way connected with this AGREEMENT, must be filed in Del Norte County Superior Court.
- 7.9 INTERPRETATION. Since the parties or their agents have participated fully in the preparation of this AGREEMENT, the language of this AGREEMENT is to be construed simply, according to its fair meaning, and not strictly for or against any party. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this AGREEMENT.
- 7.10 NO WAIVER. No waiver of any default may constitute a waiver of any other default or breach, whether of the same or another covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a party will give the other party any contractual rights by custom, estoppel, or otherwise.
- 7.11 SEVERABILITY. If a court of competent jurisdiction declares any portion of this AGREEMENT invalid, illegal, or otherwise unenforceable, the remaining provisions will continue in full force and effect unless the purpose of this AGREEMENT is frustrated.
- 7.12 COUNTERPARTS. This AGREEMENT may be signed in counterparts, each of which constitutes an original.
- 7.13 NO RELINQUISHMENT OF RIGHTS. Except as expressly stated herein, nothing contained in this AGREEMENT may be construed as a relinquishment of any rights now held by CITY or COUNTY.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT on this _____ day of _____, 2025.

COUNTY OF DEL NORTE

Neal Lopez, County CAO

ATTEST:

Kylie Goughnour, Clerk of the Board

APPROVED AS TO FORM:

Jacqueline Roberts
County Counsel

CITY OF CRESCENT CITY

Eric Wier, City Manager

ATTEST:

Robin Altman, City Clerk

APPROVED AS TO FORM:

Martha D. Rice
City Attorney



County of Del Norte Board of Supervisors

Board Report

AGENDA DATE: March 10, 2026

TO: Del Norte County Board of Supervisors

FROM: Ranell Brown, Director
Health and Human Services
880 Northcrest Drive
Crescent City, CA 95531
(707) 464-3191

SUBJECT: Amendment 02 to Workforce Education and Training Program Agreement with CalMHSA

RECOMMENDATION FOR BOARD ACTION:

1) Approve and authorize the Director of Health and Human Services to sign the attached second Amendment to the Agreement with CalMHSA for the Workforce Education and Training Program for a term ending June 30, 2026, and; 2) Authorize the Director of Health and Human Services to sign any future Amendments to this Agreement, as requested by the Director of Health and Human Services.**

DISCUSSION/SUMMARY:

Upon approval of this second Amendment, the California Mental Health Services Authority (CalMHSA) will transfer the County of Del Norte Department of Health and Human Services (DHHS) Behavioral Health Branch's (BHB) remaining WET program funding, as of the date of execution, in the amount of \$34,031.00. As a condition of the funding transfer, DHHS BHB agrees to take responsibility for all requirements of the WET program including, but not limited to, assuming all responsibilities for the administration of the Program, the management of funds, and the required reporting to comply with the Agreement. The responsibilities of the administration and reporting of the Program include, but are not limited to, DHHS BHB reporting retention activities and submission of the deliverables detailed below:

- a. Deliverables: By June 30, 2026, if DHHS BHB did not expend remaining funds in the prior fiscal year, DHHS BHB shall submit a report to their Regional Partnership Lead County to:
 - i. Specify the retention effort e.g. leadership training, staff training, conferences, licensure or re-licensure, continuing education or career development courses, individual retention awards etc.
 - ii. Provide the full names and email addresses of all recipients of the retention effort.
 - iii. Provide the per person expenditure amount of all recipients of the retention effort.
 - iv. If administration fees were paid to support the retention effort, provide the total

expenditure amount for the administration fees. Administration fees may not exceed 9% of total expenditure amount.

- v. Provide the total expenditure amount for the retention effort.

Behavioral Health CalMHSA WET Funding Plan

Specific Needs

Del Norte County Behavioral Health continues to face the challenge of maintaining staff morale and retention in a demanding and often high-stress work environment. While our workforce has remained committed, burnout and compassion fatigue remain real concerns. Staff have expressed a need for more structured support around wellness, informal team building, and opportunities for professional development in a non-traditional format. Additionally, our current break areas are outdated and lack the functionality and comfort needed to support true rest or decompression.

Use of Funds

Strategy 1 – Enhance Day-to-Day Experience through Breakroom and Wellness Space Upgrades

Budget Allocation: \$16,000

We propose using a portion of the funds to modernize and improve the main staff breakroom and to create a dedicated staff wellness space within the Behavioral Health Branch. This includes ergonomic furniture, calming design elements, healthy snack options, and wellness resources (such as mindfulness tools, a massage chair, plants, and sound machines). These spaces will provide staff a designated area to step away, reset, and decompress, particularly after intense interactions with clients.

Outcome: Improved staff morale, increased use of breaks for decompression, reduced burnout.

Measure: Staff satisfaction survey, use logs for wellness room, and feedback during all staff meetings.

Strategy 2 – Monthly “Lunch and Learn” Sessions

Budget Allocation: \$10,000

We will launch a monthly “Lunch and Learn” series where staff can engage in short professional development sessions while enjoying a catered lunch. Topics will include trauma-informed care refreshers, mindfulness, navigating difficult client interactions, and updates on policy or legal changes (e.g., CARE Court, SB43). This will support continued learning while fostering a sense of team connection.

Outcome: Increased knowledge retention, stronger peer relationships, improved morale.

Measure: Attendance records, post-event evaluations, feedback surveys.

Strategy 3 – Monthly Wellness Micro-Initiatives and Staff Appreciation

Budget Allocation: \$4,000.00

These funds will support small but meaningful monthly wellness or recognition activities. This may include:

- Monthly themed snacks or smoothie bars
- Wellness kits (e.g., journals, aromatherapy)
- Appreciation days (e.g., “You Make a Difference” board, hand-written notes)
- Staff challenges or competitions focused on self-care

Outcome: Improved organizational culture, increased sense of belonging and recognition.

Measure: Participation levels, qualitative staff feedback, and retention tracking.

Strategy 4 – Create a Mental Health & Wellness Resource Library

Budget Allocation: \$4,031.00

We will develop an internal Mental Health & Wellness Resource Library accessible to all Behavioral Health staff. The library will include books, toolkits, activity workbooks, mindfulness materials, calming music, aromatherapy diffusers, noise-canceling headphones, puzzles, art supplies, and other resources focused on stress reduction, work-life balance, trauma-informed care, and professional growth. This space will be designed for quiet reflection or to supplement team-based learning opportunities.

The materials will be rotated periodically and curated to support specific program needs (e.g., managing vicarious trauma, reflective supervision, recovery-oriented practices). The library will be housed within the wellness room to encourage ongoing use and be made available during breaks, team meetings, and as part of decompression practices.

Outcome: Increased staff use of stress management tools and quiet reflection opportunities; improved ability to decompress during the workday.

Measure: Use tracking (sign-out logs), quarterly staff feedback, integration into Lunch & Learn or team meetings, and optional user surveys.

Outcome Measurement

We will measure the success of these strategies through:

- Annual/monthly or quarterly staff satisfaction surveys
- Tracking use of wellness space and participation in activities
- Monitoring vacancy and retention data quarterly
- Manager feedback on team morale and cohesion

ALTERNATIVES:

Not approve the attached Amendment and seek an alternate source for services.

FINANCING:

State and Federal funding. No County general funds required.

OTHER AGENCY INVOLVEMENT:

None.

STRATEGIC PLAN ALIGNMENT:

This Board of Supervisors' adopted Strategic Plan contains the following Focus Areas and Goals.

- Focus Area 1: County Staffing and Capacity (CSC)
- Focus Area 2: Infrastructure and Economic Development (IED)
- Focus Area 3: Law, Justice, and Homelessness (LJH)
- Focus Area 4: General Governance and Budget (GGB)

This item addresses the following Goals:

Not applicable

ATTACHMENTS:

1. 1018-WET-2021-DNC-A2 Final

APPROVALS:

Ranell Brown, Director
 Jacqueline Roberts , County Counsel
 Kylie Goughnour , Deputy Clerk of the Board

Approved - 3/3/2026
 Approved - 3/3/2026
 New -

CALIFORNIA MENTAL HEALTH SERVICES AUTHORITY
“CalMHSA”
PARTICIPATION AGREEMENT AMENDMENT NO. 2

This Participation Agreement Amendment No. 2 (“Amendment No. 2”) is a contract by and between the California Mental Health Services Authority (“CalMHSA”) and Del Norte County (“Participant”) which amends the original Participation Agreement executed by and between the parties on September 23, 2022 (the “Agreement”). The original Participation Agreement was amended on February 26, 2025 by mutual agreement of the parties, DNCO AGMT 2025-038.

Upon execution of this Amendment No. 2, CalMHSA will transfer Participant’s remaining Workforce Education and Training (WET) program funding, as of the date of execution, in the amount listed below, to Participant. As a condition of the funding transfer, Participant agrees to take responsibility for all requirements of the Program including, but not limited to, assuming all responsibilities for the administration of the Program, the management of funds, and the required reporting to comply with the Agreement.

Upon termination or expiration of the Agreement, Participant will return to CalMHSA any unspent WET program funding. Once received, CalMHSA will return those funds to Participant’s Regional Partnership Lead County.

The responsibilities of the administration and reporting of the Program include, but are not limited to, the Participant reporting retention activities and submission of the reports (“Deliverable”), as detailed below, to their Regional Partnership Lead County:

Deliverable : By June 30, 2026, if the Participant did not expend remaining funds in the prior fiscal year, the Participant shall submit a report to their Regional Partnership Lead County to:

- i. Specify the retention effort e.g. leadership training, staff training, conferences, licensure or re-licensure, continuing education or career development courses, individual retention awards etc.; and
- ii. Provide the full names and email addresses of all recipients of the retention effort; and
- iii. Provide the per person expenditure amount of all recipients of the retention effort; and
- iv. If administration fees were paid to support the retention effort, provide the total expenditure amount for the administration fees. Administration fees may not exceed 9% of total expenditure amount; and
- v. Provide the total expenditure amount for the retention effort.

Amount of funding to be transferred: \$ 34,031.00

All other terms and conditions of the Agreement and Amendment No. 1, not cited in this Amendment No. 2, shall remain in full force and effect.

Participant:

Signed: _____ Name (printed): Ranell Brown
Title: Director, County of Del Norte Dept. of Date: _____
Health and Human Services

CalMHSA:

Signed: _____ Name (printed): Dr. Amie Miller, Psy.D., MFT
Title: Executive Director Date: _____
Address: 1610 Arden Way, Suite 175, Sacramento, CA 95815
Phone: 279-234-0701 Email: amie.miller@calmhsa.org



County of Del Norte Board of Supervisors

Board Report

AGENDA DATE: March 10, 2026

TO: Del Norte County Board of Supervisors

FROM: Ranell Brown, Director
Health and Human Services
880 Northcrest Drive
Crescent City, CA 95531
(707) 464-3191

SUBJECT: Amendment 01 to Participation Agreement with CalMHSA for the State Hospital Program

RECOMMENDATION FOR BOARD ACTION:

Approve and authorize the Chair to sign the attached first Amendment to the Participation Agreement for the State Hospital Program with CalMHSA for the term of July 1, 2026 through June 30, 2027, as requested by the Director of Health and Human Services.**

DISCUSSION/SUMMARY:

This first Amendment to the Participation Agreement with the California Mental Health Services Authority (CalMHSA) will allow the County of Del Norte Department of Health and Human Services Behavioral Health Branch to continue utilizing the State Hospital Program as a critical resource for individuals placed on involuntary treatment under the Lanterman-Petris-Short (LPS) Act who require secure, intensive psychiatric care and cannot be stabilized in a less intensive treatment setting.

State hospitals offer a high level of psychiatric care, providing intensive, structured, and daily treatment services to individuals with severe and persistent behavioral health conditions that cannot be safely or effectively managed in lower levels of care. These placements are essential in ensuring the safety, stabilization, and recovery of individuals experiencing significant psychiatric crisis while fulfilling the County's legal and ethical obligations under the LPS Act.

CalMHSA works in partnership with counties to reduce overcrowding at the California Department of State Hospitals (DSH) and to stabilize the cost of hospital beds for individuals mandated to involuntary treatment under the Lanterman-Petris-Short (LPS) Act. State hospitals provide intensive, daily care for individuals with severe behavioral health conditions. To support counties and enhance system efficiency, CalMHSA collaborates with DSH and county behavioral health departments to develop procedures that support timely discharge

from state hospitals, reduce and sustain reductions in the annual number of LPS patients placed in state hospitals, and identify and implement community-based alternatives to state hospital placement for LPS patients.

This first Amendment continues the Agreement through FY 26/27. The total cost of this Amendment is not to exceed \$1,402.00.

ALTERNATIVES:

Not approve the attached Amendment and seek an alternate source for services.

FINANCING:

State and Federal funding. No County general funds required.

OTHER AGENCY INVOLVEMENT:

None.

STRATEGIC PLAN ALIGNMENT:

This Board of Supervisors' adopted Strategic Plan contains the following Focus Areas and Goals.

- Focus Area 1: County Staffing and Capacity (CSC)
- Focus Area 2: Infrastructure and Economic Development (IED)
- Focus Area 3: Law, Justice, and Homelessness (LJH)
- Focus Area 4: General Governance and Budget (GGB)

This item addresses the following Goals:

Not applicable

ATTACHMENTS:

1. 13181-DNC-SHP-25_26-AM1 2.4.2026

APPROVALS:

Ranell Brown, Director
Jacqueline Roberts , County Counsel
Kylie Goughnour , Deputy Clerk of the Board

Approved - 3/3/2026
Approved - 3/3/2026
New -

CALIFORNIA MENTAL HEALTH SERVICES AUTHORITY
PARTICIPATION AGREEMENT AMENDMENT NO. 1
State Hospital Program ("Program")

This Participation Agreement Amendment No. 1 ("Amendment No. 1") amends Agreement No. 13181-DNC-SHP-25_26 (DNCO AGMT #2025-219) ("Agreement"), a contract by and between the California Mental Health Service Authority ("CalMHSA") and Del Norte County ("Participant"). This Amendment No. 1 shall be effective upon execution by both parties.

Modified Program Term: This Amendment No. 1 modifies the Program Term from June 30, 2026 to June 30, 2027.

Modified Program Funding: This Amendment No. 1 adds \$1,402 in funding for the Modified Program Term, which will be invoiced by CalMHSA on July 1, 2026 and due within thirty (30) days of receipt of the invoice.

All other terms or provisions in the Agreement not amended by this Amendment No. 1 shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereby confirm acceptance of the terms of this Amendment No. 1 by causing their duly authorized officers or representatives to execute this Amendment No. 1 as set out below.

PARTICIPANT: DEL NORTE COUNTY

Signed: _____ Name (Printed): Joey Borges

Title: Chair, Board of Supervisors Date: _____

CalMHSA

Signed: _____ Name (Printed): Dr. Amie Miller, Psy.D., LMFT

Title: Executive Director Date: _____



COUNTY OF DEL NORTE APPLICATION FOR APPOINTMENT

To Committee, Board, or Commission

PLEASE FILE THIS APPLICATION WITH THE CLERK OF THE BOARD OF SUPERVISORS AT:

DEL NORTE COUNTY BOARD OF SUPERVISORS

981 H STREET, SUITE 200

CRESCENT CITY, CA 95531

NAME OF COMMITTEE/COMMISSION: Assessment Appeals Board

NAME OF APPLICANT: Dylan Ridgley

First

Last

ADDRESS: 255 [REDACTED]

WORK PHONE: 707-458-5847

HOME PHONE: 707 [REDACTED]

1. Background experience and interests. Please indicate past volunteer or paid involvement with community, civic, or social groups that pertain to this position. Resumes may be attached to this application:

I have provided valuation services in the community for the past 20 years.

2. Current employment: Real Estate Appraiser, Accurate Appraisals

3. Employment experience pertinent to this position (please feel free to attach a resume):

20 years experience as a real estate appraiser in Del Norte County. SRA designation with the Appraisal Institute.

4. Education. Indicate the highest grade level achieved and any schooling that may be pertinent to this position, including any certificates or specialized training:

Bachelors in Business Administration, Extensive Real estate valuation training. SRA designation with the Appraisal Institute.

5. Why are you interested in this position? Please indicate the number of hours per month/week that you can commit to this position?

Serve the community and offer my expertise to this committee

*Please note this is a voluntary position and there will be no compensation for participation on the committee

*BOS Action:



County of Del Norte Board of Supervisors

Board Report

AGENDA DATE: March 10, 2026

TO: Del Norte County Board of Supervisors

FROM: Neal Lopez, County Administrative Officer
Administration
981 H Street, Suite 210
Crescent City, CA 95531

SUBJECT: CFMG Proposal Letter to extend term of health care and psychiatric services

RECOMMENDATION FOR BOARD ACTION:

Approve and authorize the Chair to sign the one-year renewal proposal letter from the California Forensic Medical Group (CFMG) authorizing CFMG to put together an Amendment to the current Agreement to extend the County Jail Health Care and Psychiatrist and Psychiatric Medication Services for Del Norte County Youth housed in Humboldt County through August 31, 2027, as requested by the County Administrative Officer, Sheriff-Coroner and Chief Probation Officer.**

DISCUSSION/SUMMARY:

On August 22, 2023, the Del Norte County Board of Supervisors approved the renewal agreement with the California Forensic Medical Group (CFMG) to continue to provide medical services for the County Jail detainees.

The proposal acknowledges the final year of the initial three-year term of the current contract ending on August 31, 2026.

As permitted in Section 9.0 of the Agreement (#2023-165; #2024-114), CMFG is proposing to renew the contract for the first of two additional one (1) year periods beginning September 01, 2026, through August 31, 2027. The proposal also includes an increase of four percent (4%), which is consistent with previous annual increases under the current contract. The total annual increase would be \$60,945.16, totaling \$1,584,574.28 annually.

If the Board approves the proposal, a formal contract amendment will be submitted to the Board of Supervisors for final approval.

ALTERNATIVES:

Do not approve the Agreement as drafted and direct staff to seek alternatives.

FINANCING:

Sheriff/Jail FY 26/27 Budget - Realignment, Local Fiscal Recovery Funds, and General Funds.

OTHER AGENCY INVOLVEMENT:**STRATEGIC PLAN ALIGNMENT:**

This Board of Supervisors' adopted Strategic Plan contains the following Focus Areas and Goals.

Focus Area 1: County Staffing and Capacity (CSC)

Focus Area 2: Infrastructure and Economic Development (IED)

Focus Area 3: Law, Justice, and Homelessness (LJH)

Focus Area 4: General Governance and Budget (GGB)

This item addresses the following Goals:

GGB-1: Maintain Core Service Levels

ATTACHMENTS:

1. Del Norte, CA - Contract Renewal One (2026-2027) for the Agreement No. 2023-165 for Inmate Health Care Services 01.08.2026

APPROVALS:

Neal Lopez, County Administrative Officer
Kylie Goughnour , Deputy Clerk of the Board

Approved - 3/3/2026
New -

February 11, 2026

Joey Borges, Chair
 Del Norte County Board of Supervisors
 Flynn Administrative Center
 981 H Street, Suite 200
 Crescent City, California 95531

RE: Renewal Year One (2026-2027) of Agreement #2023-165 for Inmate Health Care Services and First Amendment to Agreement #2023-165, Agreement #2024-114, for Psychiatrist and Psychiatric Medication Services for Del Norte County Youth Housed at Humboldt County Juvenile Hall

Greetings Mr. Borges:

California Forensic Medical Group (CFMG) is proud to be the provider entrusted with delivering health care to patients in your custody and we look forward to continuing our meaningful work in partnership with Del Norte County.

Contract Renewal Year One (2026-2027)

The final year of the initial three-year term of our contract will end on August 31, 2026. As permitted in Section 9.0 of the Agreement, we offer to renew the contract for the first of two additional one (1) year periods beginning September 1, 2026, through August 31, 2027.

Annual Amount for Renewal Year One (2026-2027)

Consistent with Section 9.0.1, the contract price shall increase by 4% of the annual amount upon each subsequent renewal beyond the initial three-year term of the Agreement.

Application of the 4% increase revises the annual compensation amount for professional health care services rendered at the Del Norte County Jail from **\$1,523,629.12** to **\$1,584,574.28**, beginning September 1, 2026, through August 31, 2027.

	Annual Amount	Monthly
Year Three Compensation through 8/31/2026	\$1,523,629.12	\$126,969.43
4.0% Annual Adjustment	\$60,945.16	\$5,078.76
Renewal Year One Compensation 9/1/2026 – 8/31/2027	\$1,584,574.28	\$132,048.19

If the County agrees to the terms presented, please sign the following page and email a signed copy of this renewal proposal to Andrea Knox at akknox@wellpath.us. Upon receiving the signed proposal, our Legal Department will draft a formal contract amendment and route it to the appropriate individuals for signature. All other terms of the current Agreement, including any changes detailed above, shall remain in full force and effect.

We look forward to continued success in the year ahead. If there is anything we can assist you with, please do not hesitate to contact Carolyn Degarmo, interim Regional Director of Operations, at 720-270-7284.

Sincerely,



Cole Casey
President, Local Government West

Cc: Carolyn Degarmo, interim Regional Director of Operations
Christi Cunningham, Contract Retention Manager
Veilvete Hood, Regional Vice President

The undersigned is authorized by the County of Del Norte to accept the above terms:

Authorized Del Norte County Representative

Date Signed

Print Name

Title



DEL NORTE UNIFIED SCHOOL DISTRICT
DEL NORTE COUNTY OFFICE OF EDUCATION
Jeff Harris, District and County Superintendent
301 W. Washington Boulevard
Crescent City, CA 95531
Office: (707) 464-0200



Board Members: Don McArthur Area 1 Abbie Crist Area 2 Angela Greenough Area 3 Charlaine Mazzie Area 4 Michael Greer Area 5

Date: March 3, 2026
To: Del Norte County Board of Supervisors
From: Tom Kissinger, LPC coordinator

RECOMMENDATION

Approve the attached Certification Statement Regarding the Composition of Local Planning Council for Child Care & Development (LPC) Membership. An authorized representative from the Del Norte County Board of Supervisors (CBS) must sign this document in the space provided upon approval. Return the document to LPC Coordinator when completed.

BACKGROUND/DISCUSSION

California Dept. of Education requests verification from authorized representatives of the Del Norte County Board of Supervisors, the County Superintendent of Schools, and the Local Planning Council for Child Care & Development (LPC) Chairperson.

Verify that the individuals listed on the CD-3020 form meet the mandated council representation categories and a good faith effort has been made by the appointing agencies to ensure that the ethnic, racial, and geographic composition of the LPC is reflective of the population.

The attached certification has been reviewed and signed by the LPC Chair, Amira Long.

FINANCING: N/A

OTHER AGENCY INVOLVEMENT: N/A

Authorized Signatures

We hereby verify as the authorized representatives of the county board of supervisors (CBS), the county superintendent of schools (CSS), and the Local Child Care and Development Planning Council (LPC) chairperson that as of 02/19/2026, the above identified individuals meet the council representation categories as mandated in AB 131 (Chapter 116, Statutes 2021; Welfare and Institutions Code Section 260). Further, the CBS, CSS, and LPC chairperson verify that a good faith effort has been made by the appointing agencies to ensure that the ethnic, racial, and geographic composition of the LPC is reflective of the population of the county.

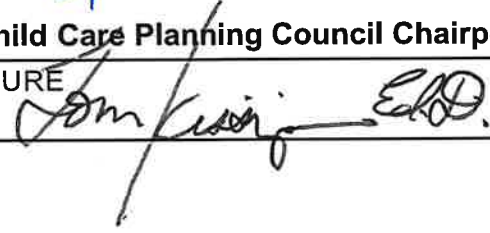
Authorized Representative – County Board of Supervisors

SIGNATURE	DATE	PHONE NUMBER

Authorized Representative – County Superintendent of Schools

SIGNATURE 	DATE 02/19/2026	PHONE NUMBER (707) 464-0200
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Local Child Care Planning Council Chairperson

SIGNATURE 	DATE 02/19/2026	PHONE NUMBER 707-464-0203
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**CERTIFICATION STATEMENT REGARDING COMPOSITION OF
LPC MEMBERSHIP**

Due Annually on March 15

Return to: lpc@dss.ca.gov

COUNTY NAME Del Norte County	
COUNTY LPC COORDINATOR Tom Kissinger	COORDINATOR EMAIL tkissinger@delnorte.k12.ca.us

Membership Categories:**20% Consumers** (Defined as a parent or person who receives, or who has received within the past 36 months, child care services.)

NAME OF REPRESENTATIVE	
ADDRESS	PHONE NUMBER
APPOINTMENT DATE	APPOINTMENT DURATION
NAME OF REPRESENTATIVE	
ADDRESS	PHONE NUMBER
APPOINTMENT DATE	APPOINTMENT DURATION
NAME OF REPRESENTATIVE	
ADDRESS	PHONE NUMBER
APPOINTMENT DATE	APPOINTMENT DURATION
NAME OF REPRESENTATIVE	
ADDRESS	PHONE NUMBER
APPOINTMENT DATE	APPOINTMENT DURATION

NAME OF REPRESENTATIVE	
ADDRESS	PHONE NUMBER
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ADDRESS	PHONE NUMBER
APPOINTMENT DATE	APPOINTMENT DURATION

20% Child Care Providers (Defined as a person who provides child care services or represents persons who provide child care services.)

NAME OF REPRESENTATIVE Carrie Castillo		
ADDRESS 803 Hamilton Avenue, Crescent City, CA 95531		PHONE NUMBER (530) 680-9801
APPOINTMENT DATE 11/24/2024	APPOINTMENT DURATION 11/24/2026	
NAME OF REPRESENTATIVE Colly Klein		
ADDRESS 441 E Street, Crescent City, CA 95531		PHONE NUMBER (707) 951-7828
APPOINTMENT DATE 02/10/2026	APPOINTMENT DURATION 02/10/2028	
NAME OF REPRESENTATIVE		
ADDRESS		PHONE NUMBER
APPOINTMENT DATE	APPOINTMENT DURATION	
NAME OF REPRESENTATIVE		
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NAME OF REPRESENTATIVE	
ADDRESS	PHONE NUMBER
APPOINTMENT DATE	APPOINTMENT DURATION

20% Public Agency Representative (Defined as a person who represents a city, county, or local education agency.)

NAME OF REPRESENTATIVE Amira Long		
ADDRESS 567 Wendell St., Crescent City, CA 95531		PHONE NUMBER (707) 954-8894
APPOINTMENT DATE 12/18/2023	APPOINTMENT DURATION 12/18/2025	
NAME OF REPRESENTATIVE Anita Cumbra		
ADDRESS 390 Pacific Avenue, Crescent City, CA 95531		PHONE NUMBER (707) 954-3772
APPOINTMENT DATE 11/20/2024	APPOINTMENT DURATION 11/20/2026	
NAME OF REPRESENTATIVE		
ADDRESS		PHONE NUMBER
APPOINTMENT DATE	APPOINTMENT DURATION	
NAME OF REPRESENTATIVE		
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NAME OF REPRESENTATIVE		
ADDRESS		PHONE NUMBER
APPOINTMENT DATE	APPOINTMENT DURATION	

20% Community Representative (Defined as a person who represents an agency or business that provides private funding for child care services, or who advocates for child care services through participation in civic or community-based organizations but is not a child care provider or CDE funded agency representative.)

NAME OF REPRESENTATIVE Paramdeep Hira	
ADDRESS PO Box 154, Crescent City, CA 95531	PHONE NUMBER (360) 393-5460
APPOINTMENT DATE 11/20/2024	APPOINTMENT DURATION 11/20/2026
NAME OF REPRESENTATIVE	
ADDRESS	PHONE NUMBER
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NAME OF REPRESENTATIVE	
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NAME OF REPRESENTATIVE	
ADDRESS	PHONE NUMBER
APPOINTMENT DATE	APPOINTMENT DURATION

20% Discretionary Appointees (Appointed from any of the above categories or outside of these categories at the discretion of the appointing agencies.)

NAME OF REPRESENTATIVE Heidi Bachmann	
ADDRESS 131 Steeps Lane, Crescent City, CA 95531	PHONE NUMBER (707) 954-9292
APPOINTMENT DATE 11/20/2024	APPOINTMENT DURATION 11/20/2026
NAME OF REPRESENTATIVE	
ADDRESS	PHONE NUMBER
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NAME OF REPRESENTATIVE	
ADDRESS	PHONE NUMBER
APPOINTMENT DATE	APPOINTMENT DURATION



County of Del Norte Board of Supervisors

Board Report

AGENDA DATE: March 10, 2026

TO: Del Norte County Board of Supervisors

FROM: Kerri Vue, Director of Human Resources and Risk Management
Human Resources

SUBJECT: Approve Travel Reimbursement for Transportation and Lodging for County
Public Defender candidates

RECOMMENDATION FOR BOARD ACTION:

Approve and authorize Human Resources and the County Auditor-Controller to reimburse transportation and lodging expenses for candidates selected to participate in a final in-person interview for the County Public Defender position not to exceed one thousand dollars (\$1,000.00) per candidate, as requested by the Director of Human Resources & Risk Management.**

DISCUSSION/SUMMARY:

Recruitment for executive-level positions, such as the County Public Defender, presents significant challenges in our area, with most qualified candidates expected to come from outside the region. To attract top talent, staff recommends authorizing reimbursement for finalist candidates' interview-related travel expenses, capped at \$1,000 total per candidate (covering round-trip economy airfare or mileage at IRS rates, up-to two night lodging). This targeted approach mirrors County strategies for other executive vacancies.

Written reimbursement requests shall be submitted by each candidate in an approved format with all necessary supporting documentation as required by the Auditor-Controller's office to the Human Resources department for processing.

ALTERNATIVES:

Do not approve with no further direction, or do not approve and direct staff to bring back alternative options at the next regularly scheduled meeting in April.

FINANCING:

Fiscal Year 25/26 Departmental and/or HR recruitment budget

OTHER AGENCY INVOLVEMENT:

STRATEGIC PLAN ALIGNMENT:

This Board of Supervisors' adopted Strategic Plan contains the following Focus Areas and Goals.

- Focus Area 1: County Staffing and Capacity (CSC)
- Focus Area 2: Infrastructure and Economic Development (IED)
- Focus Area 3: Law, Justice, and Homelessness (LJH)
- Focus Area 4: General Governance and Budget (GGB)

This item addresses the following Goals:

- CSC-1: Reduce Vacancy Rates
- CSC-2: Improve Recruitment Outcomes and Expedite Hiring Process

ATTACHMENTS:

None

APPROVALS:

Neal Lopez, County Administrative Officer
Kylie Goughnour , Deputy Clerk of the Board

,

3
BH

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL DOCUMENT TO:

NAME

DAN SCHMIDT

STREET
ADDRESS

1050 MCKENNAE

CITY, STATE &
ZIP CODE

CRESCENT CITY, CA 95531

Filed and Recorded in Official
Records of County of Del Norte

Alissia Northrup
Clerk & Recorder

DOC # 20260373

Filed By: DAN SCHMIDT
02/05/2026 03:30 PM
Titles: 1 Pages: 3
Total Fees: \$19.00

FILED

SPACE ABOVE FOR RECORDER'S USE ONLY

FEB 05 2026

ALISSIA D. NORTHRUP
CLERK / RECORDER
DEL NORTE COUNTY

PUBLIC OFFICIAL BOND

Title of Document

Pursuant to Senate Bill 2 – Building Homes and Jobs Act (GC Code Section 27388.1), effective January 1, 2018, a fee of seventy-five dollars (\$75.00) shall be paid at the time of recording of every real estate instrument, paper, or notice required or permitted by law to be recorded, except those expressly exempted from payment of recording fees, per each single transaction per parcel of real property. The fee imposed by this section shall not exceed two hundred twenty-five dollars (\$225.00).

Reason for Exemption:

- ☐ Recorded concurrently "in connection with" a transfer subject to the imposition of documentary transfer tax (DTT) - GC 27388.1 (a) (2)
- ☐ Recorded concurrently "in connection with" a transfer of real property that is a residential dwelling to an owner-occupier - GC 27388.1 (a) (2)
- ☐ Maximum \$225 fee per transaction has been reached - GC 27388.1 (a) (1)
- ☒ Not related to real property - GC 27388.1 (a) (1)
- ☐ Document is "expressly exempt from payment of recording fees" - GC 27388.1 (a) (1)

Failure to include an exemption reason will result in the imposition of the \$75.00 Building Homes and Jobs Act fee. Fees collected are deposited to the State and may not be available for refund.

Dan Schmidt

Signature of Declarant

2/5/26

Date

THIS COVER SHEET ADDED TO PROVIDE ADEQUATE SPACE FOR RECORDING INFORMATION
(\$3.00 Additional Recording Fee Applies)

Travelers Casualty and Surety Company of America
Hartford, CT 06183

**PUBLIC OFFICIAL BOND -
FOR DEFINITE TERM**

BOND NO. 108424032

We, Daniel Schmidt of
1050 Macken Avenue, CRESCENT CITY, CA 95531-3072, as Principal, and
Travelers Casualty and Surety Company of America, a corporation of CT, as Surety are held
and firmly bound unto Crescent City Harbor District in the
penal sum of Five Thousand Dollars (\$5,000.00),
lawful money of the United States of America, for the payment of which well and truly to be made, said
principal binds himself/herself, his/her heirs, executors, administrators and assigns, and said Surety
binds itself, its successors and assigns, jointly and severally, firmly by these presents.

SEALED and dated this 26 day of January, 2026.

WHEREAS, the said principal has been elected or appointed to the office of:

Harbor Commissioner for a definite term beginning January 20, 2026
and ending January 20, 2027 and is required to furnish a bond for the faithful performance of
the duties of the said office or position.

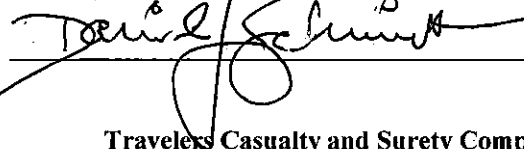
NOW, THEREFORE THE CONDITION OF THIS OBLIGATION is such that if the above bounden
Principal shall (except as hereinafter provided) faithfully perform the duties of his/her said office or
position during the said term, and shall pay over to the persons authorized by law to receive the same
all moneys that may come into his/her hands during the said term without fraud or delay, and at the
expiration of said term, or in case of his/her resignation or removal from office, shall turn over to
his/her successor all records and property which have come into his/her hands, then this obligation to
be null and void; otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that the above named Surety shall not be liable hereunder for any loss of
any public fund resulting from the insolvency of any bank or banks in which said funds are deposited;
and, if this provision shall be held void, this entire bond shall be void.

AND PROVIDED FURTHER, that the Surety may cancel bond at any time during the said term by
giving to the obligee a written notice of its desire so to cancel and at the expiration of thirty (30) days
from the receipt of such notice by the obligee the surety shall be completely released as to all liability
thereafter accruing. If this provision shall be held void, this entire bond shall be void.

WITNESS:

Daniel Schmidt



(Seal)

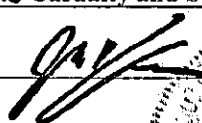
(Principal)

See Attached California
All Purpose Acknowledgment

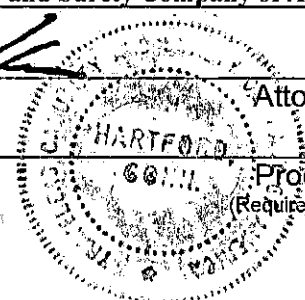
Travelers Casualty and Surety Company of America

By:

Joshua Kayser



Attorney-in-Fact



Producer Name
(Required in Arizona Only)

S-2232-1 (4/24)

California All-Purpose Certificate of Acknowledgment

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Del Norte } s.s.

On 02/05/2026 before me, Gabriel Dejesus Salazar Alvarez Notary Public

Name of Notary Public, Title

personally appeared Daniel Schmidt

Name of Signer (1)

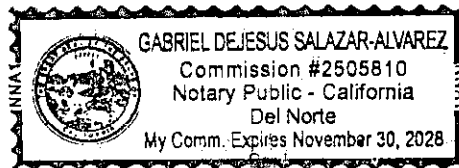
Name of Signer (2)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Gabriel Dejesus Salazar Alvarez
Signature of Notary Public



OPTIONAL INFORMATION

Although the information in this section is not required by law, it could prevent fraudulent removal and reattachment of this acknowledgment to an unauthorized document and may prove useful to persons relying on the attached document.

Description of Attached Document

The preceding Certificate of Acknowledgment is attached to a document titled/for the purpose of Public - official

Bond For Definite term

containing 2 pages, and dated 02/05/2026

The signer(s) capacity or authority is/are as:

- ☒ Individual(s)
☐ Attorney-in-fact
☐ Corporate Officer(s)

Title(s)

- ☐ Guardian/Conservator
☐ Partner - Limited/General
☐ Trustee(s)
☐ Other:

representing:

Name(s) of Person(s) Entity(ies) Signer is Representing

Additional Information

Method of Signer Identification

Proved to me on the basis of satisfactory evidence:

☒ form(s) of identification ☐ credible witness(es)

Notarial event is detailed in notary journal on:

Page # 30 Entry # 12

Notary contact: 707 465 4063

Other

☐ Additional Signer ☐ Signer(s) Thumbprints(s)

☐

ON FILE
NOTARY
JOURNAL



County of Del Norte Board of Supervisors

Board Report

AGENDA DATE: March 10, 2026

TO: Del Norte County Board of Supervisors

FROM: Kerri Vue, Director of Human Resources and Risk Management
Human Resources

SUBJECT: Placement of New Hire at Step 3 (Deputy District Attorney III)

RECOMMENDATION FOR BOARD ACTION:

Approve salary step placement at Step 3 for newly hired (Deputy District Attorney III) as requested by the District Attorney and recommended by the Director of Human Resources and Risk Management.**

DISCUSSION/SUMMARY:

In accordance with the SEIU and County of Del Norte MOU Article Section 4.6, which provides that when "it is difficult to hire qualified personnel or where a person of unusually high qualifications is hired, the Appointing Authority may request the Board of Supervisors to appoint at a higher step, but in no event higher than Step 3." The District Attorney (the Appointing Authority) is requesting the Board's approval to hire an individual for the position of Deputy District Attorney III at Step 3 due to the difficulty to hire qualified personnel and unusually high qualifications.

Pursuant to the MOU, the candidate is experienced in criminal law, both prosecution and defense, far exceeding the qualifications required. The classification of Deputy District Attorney has been experiencing high vacancy rates with the difficulty of hiring qualified candidates since 2023. To continue operations, the District Attorney's Office has resorted to contracting third parties. Based on these factors, the Director of Human Resources and Risk Management recommends that the Board approve this request.

ALTERNATIVES:

Not approve the salary step placement at Step 3.

FINANCING:

Funding exists in the Department's FY25/26 Adopted Budget.

OTHER AGENCY INVOLVEMENT:

No other agency involvement.

STRATEGIC PLAN ALIGNMENT:

This Board of Supervisors' adopted Strategic Plan contains the following Focus Areas and Goals.

Focus Area 1: County Staffing and Capacity (CSC)

Focus Area 2: Infrastructure and Economic Development (IED)

Focus Area 3: Law, Justice, and Homelessness (LJH)

Focus Area 4: General Governance and Budget (GGB)

This item addresses the following Goals:

CSC-3: Reduce Employee Turnover and Increase Retention

CSC-2: Improve Recruitment Outcomes and Expedite Hiring Process

CSC-1: Reduce Vacancy Rates

ATTACHMENTS:

1. District Attorney Request

APPROVALS:

Neal Lopez, County Administrative Officer
Kylie Goughnour , Deputy Clerk of the Board

Approved - 3/3/2026
New -

OFFICE OF
THE DISTRICT ATTORNEY
County of Del Norte

KATHERINE MICKS
DISTRICT ATTORNEY

450 H Street, Courthouse
Crescent City, California 95531
(707) 464-7210
FAX: (707) 465-6609

MEMO

RECIPIENT: Kerri Vue, Human Resources Director

FROM: Katherine Micks, District Attorney 

RE: Request to Hire Deputy District Attorney at a Step 3

DATE: February 26, 2026

In accordance with the SEIU and the County of Del Norte MOU section 4.6, which provides that when "...it is difficult to hire qualified personnel or where a person of unusually high qualification is hired, the Appointing Authority may request the Board of Supervisors to appoint at a higher step, but in no event higher than Step C." The District Attorney therefore respectfully requests placement of the Candidate at Step C.

This position has been vacant since January 2025 despite continual recruitment.

The Candidate is highly qualified for a DDA III due to his extensive felony experience, including homicide and serious strike cases, multiple jury trials, and high-volume calendar management on both the prosecution and defense sides. He previously served as a Deputy District Attorney III in Stanislaus County before transitioning to criminal defense. The Candidate holds an advanced legal degree (LL.M.) and speaks multiple languages, including Spanish and Italian.

The Candidate can immediately assume complex felony caseloads, and the County is fortunate to have the opportunity to hire an attorney with his qualifications.



County of Del Norte Board of Supervisors

Board Report

AGENDA DATE: March 10, 2026

TO: Del Norte County Board of Supervisors

FROM: Neal Lopez, County Administrative Officer
Administration

SUBJECT: Adopt MOU with Golden State Finance Authority for Jail Medical Feasibility Study

RECOMMENDATION FOR BOARD ACTION:

Adopt and authorize the Chair to sign the attached Memorandum of Understanding (MOU) with the Golden State Finance Authority (GSFA) to provide cost reimbursement for participation in a regional Jail Medical Care Feasibility Study focused on evaluating long-term, sustainable alternatives for jail medical service delivery, as requested by the County Administrative Officer.**

DISCUSSION/SUMMARY:

Counties throughout California are increasingly challenged by the rising cost and complexity of providing legally required medical care to individuals housed in county jails. Many face persistent staffing shortages, escalating contract and litigation costs, and increasing difficulty maintaining compliance with state and national care standards. These challenges are particularly pronounced in rural and mid-sized counties, where limited scale, geographic constraints, and workforce availability create additional barriers to service delivery.

Publicly available data and county experience indicate that contract costs for jail medical services have increased significantly from one contract period to the next, often alongside expanded regulatory requirements and heightened expectations for specialty and behavioral health care. At the same time, chronic workforce shortages have contributed to increased reliance on contract-based service models and temporary staffing arrangements, which can create operational instability and additional fiscal pressure.

In parallel, counties have observed increased litigation and liability exposure related to jail medical care, underscoring the financial and risk management implications of existing delivery models. In discussions with regional working groups, PRISM, a member-directed risk management joint powers authority, noted recent cases involving in-custody claims that resulted in significant increases to county costs.

In response to these shared challenges, the Rural County Representatives of California

(RCRC), in partnership with PRISM, convened five regional task forces in early 2025 composed of County Executive and Administrative Officers (CEOs and CAOs). The purpose of these task forces was to explore long-term strategies for improving the delivery, quality, cost-effectiveness, and risk management of jail medical care, including the potential for regional collaboration.

Following a series of working group meetings with each region, the Golden State Finance Authority (GSFA), RCRC's affiliated public agency, issued Request for Proposals (RFP No. 2025-GSFA-001) on October 13, 2025. The purpose of the RFP is to procure a qualified consultant, or team of consultants, to conduct a feasibility study evaluating alternative models for jail medical care delivery across five defined regions of California, encompassing a total of 26 participating counties. The feasibility study is intended to support counties in assessing regional collaboration opportunities, cost-effective service delivery approaches, quality-of-care considerations, and compliance with applicable state and national standards.

The RFP submission period closed on December 12, 2025, resulting in two qualifying proposals. GSFA conducted an internal evaluation process that included technical scoring and consultation with each CAO-led regional working group in early January 2026. Through this process, regional working groups identified preferred consultants to support the feasibility study within their respective regions and selected NCCHC Resources, Inc. to complete this study.

This staff report is provided to support the Board's consideration of the attached MOU related to participation in the Jail Medical Care Feasibility Study. Through the proposed MOU, the county would partner with the GSFA to fund and participate in a coordinated, data-driven evaluation of long-term jail medical care alternative alongside similarly situated counties. Under the anticipated structure, GSFA will serve as the contracting entity and program facilitator, convene coordination meetings between county staff and NCCHC Resources, Inc., and act as the fiscal intermediary responsible for processing and paying consultant invoices using funds contributed by participating counties. The feasibility study will be performed exclusively by the selected consultant, and the MOU will become effective only upon execution by all participating counties within the region.

ALTERNATIVES:

Do not adopt the MOU and decide not to participate in the feasibility study.

FINANCING:

Adopted FY 25/26 and FY 26/27 General Fund Budgets.

OTHER AGENCY INVOLVEMENT:

RCRC, GSFA, Humboldt, Siskiyou, Trinity, Modoc, Tehama and Lassen counties.

STRATEGIC PLAN ALIGNMENT:

This Board of Supervisors' adopted Strategic Plan contains the following Focus Areas and Goals.

- Focus Area 1: County Staffing and Capacity (CSC)
- Focus Area 2: Infrastructure and Economic Development (IED)
- Focus Area 3: Law, Justice, and Homelessness (LJH)
- Focus Area 4: General Governance and Budget (GGB)

This item addresses the following Goals:

- GGB-2: Practice Fiscal Responsibility
- GGB-1: Maintain Core Service Levels

ATTACHMENTS:

1. Del Norte_Jail Medical - GSFA-County MOU
2. Attachment A_JailMedicalCare_RFP_(2.19.26)
3. Attachment A_Addendum #1 Jail Medical Feasibility Study RFP.FINAL(11.17.25)
4. Attachment B_GSFA Jail Medical Feasibility Study - NCCHC Resources 2025
5. ATTACHMENT C_Cost Allocation_North State Region

APPROVALS:

Neal Lopez, County Administrative Officer	Approved - 3/3/2026
Jacqueline Roberts , County Counsel	Approved - 3/3/2026
Kylie Goughnour , Deputy Clerk of the Board	New -

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE GOLDEN STATE FINANCE AUTHORITY
AND
THE COUNTY OF DEL NORTE
REGARDING A JAIL MEDICAL CARE FEASIBILITY STUDY
FOR THE NORTH STATE REGION OF CALIFORNIA**

THIS MEMORANDUM OF UNDERSTANDING (“MOU”) is dated March 17, 2026 and made between the **GOLDEN STATE FINANCE AUTHORITY (“GSFA”)** and the **COUNTY OF DEL NORTE (“County”)**. This MOU is made in reference to the following facts:

RECITALS:

- (a) GSFA is a joint powers authority organized and existing under Chapter 5 (commencing with Section 6500) of Division 7 of Title 1 of the Government Code, exercising powers common to its forty member counties and all additional powers given to a joint powers entity under any of the laws of the State of California.
- (b) Under the Joint Exercise of Powers Act (Gov. Code, §§ 6500 et seq.), GSFA and County (collectively, the “Parties”) are authorized to enter into an agreement to jointly exercise any power common to both entities.
- (c) GSFA, in consultation and coordination with County, issued a Request for Proposals for a Jail Medical Care Feasibility Study (RFP # 2025-GSFA-001, issued October 13, 2025) (the “RFP”), attached hereto as **Attachment A**.
- (d) GSFA received a response to the RFP (the “Proposal”), attached hereto as **Attachment B**, under which third-party consultant NCCHC Resources Inc. (“Consultant”) will provide services to a group of counties in a designated region, as described in the RFP, (the “Designated Region”), including County, to conduct a feasibility study that evaluates alternative models for jail medical care delivery.
- (e) The Designated Region that County is a part of also includes the Counties of Humboldt, Lassen, Modoc, Siskiyou, Tehama, and Trinity.
- (f) County desires for GSFA to contract with Consultant to provide the services described above to County.
- (g) Following execution of this MOU and agreements with the other counties in the Designated Region, GSFA will contract with Consultant and will facilitate the execution of the services in the Designated Region.
- (h) County will pay GSFA for a defined share of Consultant’s services and GSFA will remit those payments to Consultant.

THEREFORE, THE PARTIES SHALL JOINTLY EXERCISE THEIR COMMON POWER AS FOLLOWS:

1. Recitals Incorporated. The above recitals are true and correct, and are hereby incorporated into this MOU.
2. Authority. This MOU is authorized by Government Code sections 6500 et seq. and Section 6 of that certain *Amended and Restated Joint Exercise of Powers Agreement* dated November 1, 2019.
3. Responsibilities of GSFA. GSFA shall do all of the following:
 - a. Upon execution of this MOU and agreements with all of the other counties in the Designated Region, GSFA shall engage Consultant to provide the services described in the RFP and Proposal.
 - b. GSFA shall facilitate Consultant's timely execution of those services by acting as an intermediary between County, other counties in the Designated Region, and Consultant; convening coordination meetings between county staff and the Consultant; and mediating any disputes between the Consultant and the counties in the Designated Region, or among those counties.
 - c. GSFA shall act as a pass through between County and Consultant for all amounts due to Consultant consistent with the terms of the RFP, Proposal, and any subsequent agreement GSFA shall enter into with Consultant. Upon receipt of an invoice from Consultant, GSFA shall bill County for its proportionate share of those costs, as described in Section 5. GSFA shall then remit those payments it receives from County to Consultant.
 - d. Except as provided in Section 5, GSFA shall bear all costs of administering this MOU and its agreement with Consultant, and County shall have no responsibility for those costs.
4. Responsibilities of County. County shall do all of the following:
 - a. County shall promptly pay to GSFA all undisputed payments billed to GSFA by Consultant, as described in Section 5.
 - b. County shall reasonably cooperate with Consultant and GSFA as Consultant provides the services described in the RFP and Proposal. This includes without limitation cooperating with Consultant to gather any information and documentation necessary to support Consultant's work.
5. Fiscal Provisions.
 - a. County and the other counties within the Designated Region have agreed to a cost allocation to pay for a fixed share of Consultant's services ("Cost Allocation"), attached hereto as **Attachment C**.
 - b. GSFA shall bill County a proportionate amount of the costs of services. Specifically, County's share of each bill shall be the percentage of the total costs for the Designated Region allocated to County in the Cost Allocation, divided by the total amount of all participating counties in the Designated Region.
 - c. As shown in the Cost Allocation, County's maximum not-to-exceed amount for the services described herein, absent subsequent written amendment of this MOU, is \$30,909.20.

- d. Consultant will bill GSFA for all services it performs pursuant to the RFP and Proposal. Consultant will not bill County for these services.
 - e. Upon receiving an invoice from Consultant for those services, GSFA shall bill County for those amounts due within 30 days of receipt of any such invoice.
 - f. County shall pay GSFA all amounts so billed within 30 days of receipt of an invoice from GSFA. Payments shall be made to "Golden State Finance Authority."
 - g. GSFA shall bear all costs incurred for work performed by officers, employees, or other staff of GSFA and its affiliates (including Rural County Representatives of California) related to the subject matter of this MOU.
 - h. County shall bear all costs incurred for work performed by County officers, employees, or other staff related to the subject matter of this MOU.
6. Term. This MOU shall become effective as of the date signed by both parties and shall remain in effect until the completion of the services described in the RFP and Proposal and shall remain in effect unless terminated pursuant to Section 7.
7. Termination. County acknowledges that GSFA will contract with Consultant in reliance on County executing this MOU, and that the services Consultant will perform for County shall also benefit other counties in the Designated Region. Therefore, neither County nor GSFA may unilaterally terminate this MOU for any reason.
- a. Termination for Cause by County. Should County identify cause for termination, including but not limited to nonperformance by Consultant or a clear likelihood that Consultant will be able to perform without increasing its fees beyond the amounts stated in the Cost Allocation, County shall notify GSFA in writing of its desire to terminate. GSFA, in coordination with the other counties in the Designated Region, shall then at its sole discretion determine whether cause for termination exists. If GSFA determines that causes for termination exists, it shall first attempt to address the causes for termination with Consultant, and if it is unable to do so terminate this MOU.
 - b. Termination for Cause by GSFA. Should GSFA identify cause to terminate its agreement with Consultant or cause to terminate this MOU, it shall promptly notify County of its intent to terminate this MOU. GSFA shall coordinate with the other counties in the Designated Region prior to taking any action to terminate its agreement with Consultant or this MOU. GSFA shall retain sole discretion for determining whether cause exists for termination of its agreement with Consultant or this MOU.
 - c. Effect of Termination with Another County. Should GSFA terminate its agreement with any other county in the Designated Region, GSFA shall promptly notify County and then coordinate with Consultant and County to identify a means of modifying its agreement with Consultant such that services may continue. GSFA shall then provide County the opportunity to modify or terminate this MOU due to any change in project scope or cost.

- d. In the event of cancellation of this MOU for any reason, GSFA shall promptly bill County for all outstanding amounts due, and County shall promptly pay those amounts. No additional costs shall accrue following termination of GSFA's agreement with Consultant.
8. Compliance with Law. GSFA and County shall perform all functions related to the services or activities described herein in accordance with all applicable federal, state, and local laws, ordinances, regulations.
9. Independent Contractor. GSFA shall, during the entire term of this MOU, be construed to be an independent contractor and nothing in this MOU is intended nor shall be construed to create an employer-employee relationship, a joint venture relationship, or to allow County to exercise discretion or control over the professional manner in which GSFA performs the services which are the subject matter of this MOU. GSFA and affiliate staff performing services under this MOU not be deemed employees of County for any purpose.
10. Mutual Indemnification. In lieu of and notwithstanding the pro rata risk allocation which might otherwise be imposed between the parties hereto pursuant to Government Code section 895.6, the parties agree that all losses or liabilities incurred by a party shall not be shared pro rata but instead the parties agree, pursuant to Government Code section 895.4, as follows:
- a. GSFA shall hold harmless, defend, and indemnify County, its agents, officers, and employees, against all claims, suits, actions, costs, expenses (including but not limited to reasonable attorney's fees, expert fees, litigation costs, and investigation costs), damages, judgments or decrees by reason of any person's or persons' bodily injury, including death, or property (including property of County) being damaged by the negligent acts, willful acts, or errors or omissions of GSFA, or any person employed by or under GSFA in any capacity, during the provision of services provided for herein, except when the injury or loss is caused by the sole negligence or intentional wrongdoing of County.
- b. County shall hold harmless, defend, and indemnify GSFA, its agents, officers, and employees, against all claims, suits, actions, costs, expenses (including but not limited to reasonable attorney's fees, expert fees, litigation costs, and investigation costs), damages, judgments or decrees by reason of any person's or persons' bodily injury, including death, or property (including property of GSFA) being damaged by the negligent acts, willful acts, or errors or omissions of County, or any person employed by or under County in any capacity, during the provision of services provided for herein, except when the injury or loss is caused by the sole negligence or intentional wrongdoing of GSFA.
12. Insurance. GSFA and County shall each secure and maintain in full force and effect during the full term of this agreement commercial general liability insurance or participation in a self-insurance program with limits of liability of not less than \$1 million combined single limit bodily injury and property damage. Policies shall be written by carriers reasonably satisfactory to each party. On request, a

certificate evidencing the insurance requirements of this paragraph shall be provided.

12. No Third Party Beneficiary. Except as stated in Paragraph 7 (Termination), nothing in this MOU shall be construed to create any rights of any kind or nature in any other party not a named party to this MOU.
13. Authorization. Each party executing this MOU and each person executing this MOU in any representative capacity, hereby fully and completely warrants to all other parties that he or she has full and complete authority to bind the person or entity on whose behalf the signing party is purporting to act.
14. Entire Agreement/Amendments. This MOU supersedes all previous agreements or understandings, and constitutes the entire understanding between the parties with respect to the above referenced services, terms of compensation, and otherwise. This MOU shall not be amended, except in a writing that is executed by authorized representatives of both parties.
15. Governing Law and Venue. This agreement shall be deemed to be made in, and shall be governed by and construed in accordance with the laws of the State of California (excepting any conflict of laws provisions which would serve to defeat application of California substantive law). Venue for any action arising from this agreement shall be in Sacramento County, California.
16. Notices. Any notice required to be given pursuant to the terms and provisions of this MOU shall be in writing and shall be sent first class mail to the following addresses:

GSFA: Golden State Finance Authority
 Attn: Executive Director
 1215 K Street, Suite 1650
 Sacramento, CA 95814

County: Del Norte County Administrative Office
 981 H Street, Suite 210
 Crescent City, CA 95531

IN WITNESS WHEREOF, GSFA and County have executed this Memorandum of Understanding on the day and year set forth below.

Date: _____

GOLDEN STATE FINANCE AUTHORITY

By: _____
Executive Director

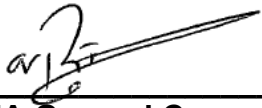
Date: _____

DEL NORTE COUNTY

By _____
Chair, Board of Supervisors

APPROVED AS TO FORM:

County Counsel



GSFA General Counsel

ATTACHMENT A

Request for Proposals # 2025-GSFA-001
Including Addendum #1 thereto

ATTACHMENT B

Consultant Proposal

ATTACHMENT C

Cost Allocation



Request for Proposals (RFP)

Jail Medical Care Feasibility Study
RFP # 2025-GSFA-001

Release Date: October 13, 2025

Issued By:
Golden State Finance Authority (GSFA)
1215 K Street, Suite 1650
Sacramento, CA 95814

Responses due: December 12, 2025 @ 5:00pm Pacific Time

Dear Applicant,

The Golden State Finance Authority (GSFA) invites you to submit a proposal to conduct a feasibility study on long-term alternatives for jail medical care across one or more of five identified regions within California. This Request for Proposals (RFP) outlines the requirements for your proposal.

This RFP is part of a competitive process to identify a qualified consultant or team of consultants with expertise in correctional healthcare systems, regional service delivery, and cost-benefit analysis. The selected consultant(s) will evaluate the feasibility of different medical care delivery models across multiple counties and prepare regional reports to inform future local decision-making.

This public process is designed to provide transparency and accountability for participating counties. Following the close of the bidding period, submitted proposals will be reviewed and evaluated according to the criteria outlined in this RFP. Please review the confidentiality provisions carefully and direct any questions to GSFA in advance of submitting any documentation you consider proprietary or confidential.

SUBMISSION DEADLINE:

Interested parties must submit a Notice of Intent to Respond in order to participate in this RFP process. Final proposals must be received by 5:00 P.M. Pacific Time on December 12, 2025. Late submissions will not be considered.

Please direct all questions via email to Jason Hansen (jhansen@rcrcnet.org) and Eric Will (ewill@rcrcnet.org). Answers to all questions will be shared with interested parties by the method and in accordance with the schedule outlined in the RFP.

We look forward to receiving your proposal and working together to explore innovative and sustainable solutions for regional jail medical care in California.

Sincerely,
Patrick Blacklock
Executive Director
Golden State Finance Authority

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1. Background Information

1.1 The Entity

The Golden State Finance Authority (GSFA) is a duly constituted joint powers authority and public agency established in 1993 under Chapter 5 (commencing with Section 6500) of Division 7 of Title 1 of the California Government Code. GSFA operates governmental programs and projects to promote public safety and economic development, among public purposes.

GSFA's membership is composed of 40 California counties. Each member county appoints one elected Supervisor from its Board of Supervisors to serve on the GSFA Board of Directors, which governs the agency.

GSFA administers a range of programs focused on infrastructure, housing, energy, and public services. As part of its commitment to strengthening service delivery and regional collaboration, GSFA is administering this RFP on behalf of participating counties to evaluate long-term alternatives for the delivery of jail medical care.

In this role, GSFA will serve as the contracting entity, facilitate the evaluation and selection process, and act as the fiscal intermediary for compensating the selected consultant using funds contributed by participating counties.

1.2 The Project

Counties throughout California are increasingly challenged by the rising cost and complexity of providing legally required medical care to individuals in county jails. Many counties are experiencing staffing shortages, rising contract costs, uneven access to behavioral health and specialty services, and difficulty maintaining compliance with state and national care standards. These issues are particularly pronounced in rural and medium-sized counties, where scale, geography, and resource limitations create barriers to service delivery.

In response to these concerns, GSFA has convened five regional task forces composed of County Executive and Administrative Officers (CEOs and CAOs) to explore long-term alternatives for delivering jail medical care. Each task force represents a distinct geographic region of California (See Exhibit A: Map) and includes counties that have expressed interest in exploring regional collaboration as a strategy for improving service delivery, quality of care, and cost-efficiency.

This RFP is being issued to procure a qualified consultant, or team of consultants, to conduct a feasibility study that evaluates alternative models for jail medical care delivery.

The selected consultant(s) will conduct a comprehensive analysis within each of the five regions, including a needs assessment, model evaluation, and cost-benefit analysis. Deliverables will include five distinct regional feasibility reports to support each task force's efforts to make informed decisions about the future of jail medical services in their region.

The overarching goal of this initiative is to identify realistic and sustainable alternatives that improve healthcare outcomes, enhance operational efficiency, and maintain compliance with best

practices and legal mandates. By evaluating the potential for regional coordination, counties aim to leverage shared resources while maintaining local control and accountability.

County Participation and Regional Approach

This feasibility study is being conducted in partnership with counties across five defined regions of California. Each region comprises counties that have voluntarily joined a regional task force convened by GSFA. The counties participating in each task force have expressed a shared interest in exploring regional strategies to improve the delivery, cost-effectiveness, and quality of jail medical care.

The regions and their participating counties are as follows:

- **North State Region:** Del Norte, Humboldt, Lassen, Modoc, Siskiyou, Tehama, and Trinity Counties
- **Bay Area Region:** Napa, Solano, and Sonoma Counties
- **Central Coast Region:** San Luis Obispo, Santa Barbara, and Ventura Counties
- **Sacramento/Sierra Region:** Colusa, El Dorado, Glenn, Lake, Mono, Placer, Sutter, Yolo, and Yuba Counties.
- **Central Valley Region:** Fresno, Kings, Madera, and Merced Counties

While counties are grouped regionally to support collaboration and potential shared service models, each county retains full discretion over its participation in future implementation activities. The feasibility study is intended to provide each task force with data-driven insights and practical options tailored to both regional and local contexts.

Respondents to this RFP may submit proposals to serve one or more regions. GSFA encourages submissions from consultants capable of delivering a comprehensive study across all five regions, with pricing and deliverables broken down by region. While preference may be given to respondents capable of completing the full scope of work across all five regions, GSFA reserves the right to award partial proposals, including selecting one or more respondents to serve individual regions. This may include awarding only portions of a proposal or issuing multiple awards across different geographic regions if doing so better serves the needs of participating counties.

The consultant(s) selected through this process will be expected to produce a separate feasibility report for each region, with the flexibility to incorporate any additional county-specific considerations identified by individual task forces.

Current Challenges in Jail Medical Service Delivery

Counties across California are facing a growing set of challenges in delivering mandated medical care to individuals housed in county jails. These challenges vary by jurisdiction but often include common themes such as:

- Staffing shortages
- Escalating contract costs
- Limited access to behavioral health services

- Operational inefficiencies
- Difficulty maintaining compliance with state requirements and national standards
- Increased litigation and liability risks related to inadequate or delayed care
-

2. Key Information

2.1 Administrative Guidance

This RFP is intended to provide interested parties (referred to as "respondents") with sufficient information to prepare and submit a proposal that is responsive to the goals and requirements set forth by GSFA. This RFP is not intended to limit creative solutions or disqualify respondents who may propose innovative approaches to the scope of work. Respondents who believe they can fulfill the objectives of the RFP using alternative methods or models are encouraged to provide clear justification and documentation to support those proposals.

Respondents are advised of the following responsibilities:

- Review the entire contents of this RFP carefully, including all instructions, requirements, and attachments.
- Ensure that all required components of the proposal are completed and submitted by the deadline.
- Submit questions by the specified deadline if clarification is needed regarding any part of the RFP.
- Avoid including conditional statements, assumptions, or exceptions that may conflict with the intent of the RFP.
- Ensure that all information provided is accurate, complete, and appropriately documented.

This procurement process is designed to promote fairness, transparency, and the selection of a qualified consultant(s) that can deliver high-quality work on behalf of participating counties. GSFA reserves the right to modify or cancel any portion of this RFP at any time before contract execution.

2.2 Confidentiality

All submissions, including all supporting documentation, become public after contracts are awarded. GSFA reserves the right to delay release of these records to other bidders or the public until the contract award date.

GSFA is subject to the California Public Records Act (Government Code section 7920.000 et seq.) ("PRA"), which provides public access to all records in GSFA's possession – including submissions for this RFP. Everything submitted to GSFA is presumptively a public record. Such disclosure may be made regardless of whether the proposal (or portions thereof) is marked "confidential," "trade secret," "proprietary," or otherwise, and regardless of any statement in the proposal (a) purporting to limit the GSFA's right to disclose information in the proposal, or (b) requiring GSFA to inform or obtain the consent of the Proposer prior to the disclosure of the proposal (or portions thereof).

Exceptions to disclosure are those parts or portions of a proposal that are justifiably defined as business or trade secrets, as determined by GSFA its sole discretion, and are plainly marked by the Proposer as “confidential,” “trade secret,” or “proprietary.”

GSFA will not, in any way, be liable or responsible for the disclosure of any such record or any parts thereof, if disclosure is required or permitted under the California Public Records Act or otherwise by law, as determined by GSFA in its sole discretion. A blanket statement of confidentiality or the marking of each page of the proposal as confidential will not be deemed sufficient notice of exception. The Proposers must specifically label only those provisions of their respective proposal which are “confidential,” “trade secret,” or “proprietary” in nature.

In the event GSFA is required to defend an action on a Public Records Act request for any of the aforementioned documents, information, books, records, and/or contents of a proposal marked “confidential,” “trade secret,” or “proprietary,” Proposer agrees to defend and indemnify GSFA from all costs and expenses, including reasonable attorneys' fees, incurred in connection with any action, proceedings, or liability arising in connection with the Public Records Act request.

2.3 Proposal Preparation Costs

GSFA is not liable for any cost incurred by the respondent associated with the preparation of their proposal nor the negotiation of a contract for services prior to the issuing of the contract.

2.4 Proposal Terms

By submitting a proposal in response to this RFP, the respondent agrees to the terms and conditions set forth in this document. Respondents are responsible for understanding all requirements, obligations, and expectations outlined in the RFP, as well as any subsequent addenda issued prior to the final submission deadline.

Submission of a Notice of Intent to Respond is required. Any proposals submitted without such notice may be subject to disqualification or may not be reviewed. It is the responsibility of the respondent to ensure that all required materials, including supplemental documentation, are submitted to GSFA by the final deadline specified in this RFP. Conditional responses may be rejected.

Participation in this RFP process does not create an obligation on the part of GSFA to award a contract. GSFA reserves the right to reject any or all proposals, and to request clarification or additional information from respondents at any point during the review process. GSFA also reserves the right to modify the scope of work, timeline, or evaluation process if it is determined to be in the best interest of the participating counties.

All terms and conditions set forth in this RFP, and any attachments or exhibits, will be incorporated into the final agreement with the selected consultant unless otherwise modified by mutual written agreement. In submitting a bid, Respondent agrees to enter into an agreement on a form prepared by GSFA consistent with the provisions of this RFP.

3. Administrative Requirements

3.1 Legal Requirements and Attestations

Respondents must include the following documentation and attestations as part of their submission:

- **Proof of Legal Entity:** Provide documentation verifying that the respondent is legally authorized to do business in the State of California.
- **Insurance Requirements:** Confirm that the respondent holds, or will obtain prior to contract execution, insurance at the coverage levels described in 3.2, below.
- **Non-Discrimination Assurance:** Certify that the respondent does not discriminate on the basis of race, color, religion, national origin, sex, gender identity, sexual orientation, age, disability, or other legally protected class in employment practices or service delivery.
- **Litigation Disclosure:** Disclose any current or recent litigation or legal claims filed against the respondent or key personnel within the past three years that could affect the organization's capacity to perform the scope of work.
- **Regulatory Compliance:** Attest that the respondent will comply with all applicable federal, state, and local laws and regulations throughout the duration of the contract, including the Public Records Act.
- **Subpoena and Legal Cooperation Clause:** Acknowledge that any materials submitted or communications with GSFA may be subject to subpoena or public records requests, and agree to cooperate fully in any resulting legal or compliance matters.

These requirements are intended to ensure that the selected consultant(s) possess the legal and operational capacity to fulfill the obligations of the contract in a public sector environment.

3.2 Insurance Requirements

A Respondent awarded a contract pursuant to this RFP must take out and maintain during the life of said agreement the following policies of insurance:

1. **Commercial General Liability (CGL):** Coverage on an "occurrence" basis, including products and completed operations, property damage, bodily injury, and personal and advertising injury with limits not less than \$1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability:** Coverage for any auto, or if Contractor has no owned autos, covering hired and non-owned autos, with limits not less than \$1,000,000 per accident for bodily injury and property damage.
3. **Workers' Compensation:** as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.
4. **Professional Liability (Errors and Omissions):** Insurance appropriate to the Contractor's profession, with limit no less than \$1,000,000 per occurrence or claim and \$2,000,000 aggregate.

4. Submission

4.1 Notice of Intent to Respond

A notice of intent to submit a proposal, including the name and contact information for a primary contact, must be provided via email to **both** Eric Will (ewill@rcrcnet.org) and Jason Hansen (jhansen@rcrcnet.org) by **5:00 P.M. Pacific Time on October 27, 2025**. Any proposals submitted without the respondent providing this notice by the due date may not be considered.

4.2 Questions

Any questions pertaining to the RFP must be submitted via email and can be submitted at any point up to the question deadline: **5:00 P.M. Pacific Time on November 12, 2025**. GSFA shall provide a summary of all questions and GSFA's response to all respondents who have submitted an Intent to Respond after the period for questions has passed. Responses to questions will be issued as an addendum to this RFP and will be a binding component of this RFP.

Respondents requiring clarification on the intent, terms and conditions, content of this RFP, or on procedural matters regarding the competitive bid process may request clarification by submitting questions in writing to GSFA. Respondents must submit all questions via email to **both** Eric Will (ewill@rcrcnet.org) and Jason Hansen (jhansen@rcrcnet.org). Only questions submitted in writing to this email address shall be binding and official.

If a respondent who desires clarification or further information on the content of the solicitation, but whose questions relate to the proprietary aspect of its proposal and disclosure exposes its proposal to other bidders, the question may be submitted using the same criteria above with the notation "CONFIDENTIAL." The respondent must explain why the question is sensitive in nature. If GSFA, in its sole discretion, concurs that the disclosure of the question or answer would expose the proprietary nature of the proposal, the question will be answered, and both the question and answer will be confidentially maintained. If GSFA does not concur with the proprietary aspect of the question, the question and answer will not be confidentially maintained, and the respondent will be notified.

4.3 Form of Submission

The preferred method of submission is email. Electronic submissions should be submitted in a searchable portable document file (PDF) format, though files may also be submitted in their native format for readability, such as Microsoft Excel files for data tables. If a respondent is unable to provide a submission via email due to technical considerations means, they may do so with GSFA's consent and by alternative means acceptable to GSFA.

It is the respondent's responsibility to ensure its proposal is submitted in a manner that enables GSFA to easily locate responses to all requirements in the Scope of Work (see Section 6), descriptions, and supporting documentation.

Final submissions must include a cover letter signed by an individual authorized to bind the respondent's organization contractually. The signature block must indicate the title or position that the individual holds in the organization. An unsigned final proposal may be rejected. Signatures may be scanned copies of wet signatures or digital signatures made consistent with Government Code section 16.5, as interpreted by Chapter 10 of Division 7 of Title 2 of the

California Code of Regulations. Digital signatures created in Adobe software are presumed to comply with this requirement.

A respondent is responsible for ensuring all submission material is submitted by the deadline, whether submitted via email or as hard copy. Please submit applications via email to **both Jason Hansen (jhansen@rcrcnet.org) and Eric Will (ewill@rcrcnet.org)**. For hard copy submissions that have received GSFA's consent, please mail to the following address:

1215 K Street, Suite 1650
Sacramento, CA 95814

4.4 Withdrawal and Resubmission

A respondent may withdraw its final submission at any time prior to the submission deadline, by submitting a written notification of withdrawal via email signed by an authorized representative of the respondent. The respondent may thereafter submit a new or modified proposal prior to the respective submission deadline. Modification offered in any other manner, oral or written, will not be considered. Other than as allowed by law, final proposals cannot be changed or withdrawn after the submission deadline date and time.

4.5 Irrevocable Offer

A respondent's final submission is an irrevocable offer for 60 days from the scheduled contract award date. A respondent may extend the offer in the event of a delay of contract award. Offer extensions must be confirmed in writing via email sent to GSFA signed by an authorized representative of the respondent.

4.6 Additional Information Requests

Prior to the award of contract(s), GSFA must be assured that a selected respondent has the resources to successfully perform under the contract. This includes, but is not limited to, personnel in number and requisite skill; equipment of appropriate type and quantity; financial resources sufficient to complete performance under the contract; and experience in similar endeavors. If, during the evaluation process, GSFA is unable to assure itself of the respondent's ability to perform under the contract if awarded, GSFA has the option of requesting from the respondent any information that GSFA deems necessary to determine the respondent's responsibility. If such information is required, the respondent will be so notified and will be permitted five (5) business days to submit the information requested in writing.

4.7 Contract Award

Contracts are anticipated to be awarded on **January 26, 2026**, but this date is subject to change at GSFA's sole discretion. Should GSFA award the contract at a date following the Bid Irrevocability Period and the selected Proposer opts not to accept the award at that time, GSFA may award the contract to another Proposer, or reject all remaining proposals and reissue the RFP, in its sole discretion.

4.8 RFP Schedule

This RFP follows a 60-day proposal window. Final submissions to this RFP must be submitted via email by 5:00 P.M. Pacific Time on **December 12, 2025**.

RFP Process	Date
RFP issued	October 13, 2025
Deadline to provide notice of intent to respond	October 27, 2025
Deadline for question submissions	November 12, 2025
Deadline for final submissions	December 12, 2025
Anticipated contract award	January 26, 2026
Offer irrevocability period ends	March 27, 2026

5. Evaluation

This section presents the evaluation process and scoring procedures GSFA will follow to evaluate proposals submitted in response to this solicitation. The evaluation process is designed to allow GSFA to determine whether each respondent is responsive and responsible, and which proposal best meets the needs of participating counties and provides the best value overall. A responsive proposal is one that best meets all the requirements set forth in this solicitation.

5.1 Point Distribution Matrix

All proposals will be assigned points according to the following matrix. The matrix identifies each evaluation component, the scoring methodology, and the maximum points available for scored components. Each evaluation component relates to a requirement from this RFP, as noted.

Evaluation Component	Maximum Score
Legal Requirements and Attestations (3.1)	Pass/Fail
Notice of Intent to Respond Submitted (4.1)	Pass/Fail
Submission Validation (4.3)	Pass/Fail
Administrative Information (6.1)	10 Points
Regional Needs Assessment (6.2)	10 Points
Model Evaluation and Comparative Analysis (6.3)	15 Points
Performance and Compliance Criteria Review (6.4)	10 Points
Comparative Cost Summary and Fiscal Considerations (6.5)	10 Points
Implementation Roadmap and Risk Considerations (6.6)	5 Points
Regional Reporting and Presentation Requirements (6.7)	5 Points
Consultant Qualifications and Staffing Plan (6.8)	10 Points
Proposal Narrative Format and Completeness (Section 7)	5 Points
Regional Coverage Incentive (proposal covers multiple regions)	10 Points
Proposal Cost and Fiscal Reasonableness	10 Points
Total Maximum Score	100 Points

5.2 Scoring

GSFA will review each proposal in detail to determine its compliance with the solicitation requirements. GSFA reserves the right to use multiple means to validate and determine the respondent's response to a requirement. This may be through details in its description and/or supporting documentation provided or material that is publicly available, that may either support or contradict the respondent's claim of intended compliance.

5.3 Minimum Point Threshold

A respondent must pass all pass/fail components and score at least 50 points to be awarded a contract. Failure to meet this requirement will disqualify the requester.

5.4 Award Determination

GSFA may award one or more contracts based on the proposals received and the regions proposed to be served. While preference may be given to respondents capable of completing the full scope of work across all five regions, GSFA reserves the right to award partial proposals, including selecting one or more respondents to serve individual regions. This may include awarding only portions of a proposal or issuing multiple awards across different geographic regions if doing so better serves the needs of participating counties.

Contracts will be awarded in descending order of total score, as determined by GSFA, in its sole discretion, through the evaluation process described in Section 6. Proposals must meet all pass/fail criteria and achieve a minimum threshold score to be considered for award.

Respondents should also acknowledge that GSFA may conduct a post-scoring, pre-award negotiation phase with one or more top-ranked proposers. This phase may be utilized to clarify cost proposals, adjust deliverables, or align contractual terms to ensure the final award best meets the needs of participating counties and provides the best value overall.

The final award(s) will also be subject to review and input from participating counties, and may take into account considerations such as regional alignment, cost-effectiveness, consultant availability, and demonstrated understanding of county-specific priorities.

GSFA reserves the right to make no award, to negotiate with one or more respondents, or to reissue the RFP if it determines that doing so is in the best interest of the project or participating counties.

5.5 Rights Conferred

An award under this RFP does not confer any exclusive right to future contracts, project implementation, or continuation beyond the scope of work defined herein. The contract resulting from this RFP shall not establish any claim, interest, or entitlement to future work with GSFA, participating counties, or their affiliates.

GSFA reserves the right to issue additional solicitations, engage other consultants, or modify the project approach at its discretion. Similarly, participating counties retain full authority to pursue separate or alternative strategies based on the findings of the feasibility study.

5.6 Protests

GSFA's Executive Director will make the final decision regarding selection of one or more Proposers and award of contract(s). This determination is final and conclusive. This procurement process does not include any provision to protest either the process or resulting contract award(s). **The venue for any action or proceeding relating to this procurement process will be Sacramento, California.**

All submissions must address each of these requirements and include all requested information. Narrative descriptions must be clear and apply directly to the solicitation requirements. Any documentation necessary to support narrative descriptions must be included in the submission. Any conflicting information may result in the proposal being deemed non-responsive and may result in the Bidder being disqualified.

6. Scope of Work

All submissions must address each of these requirements and include all requested information. Narrative descriptions must be clear and apply directly to the solicitation requirements. Any documentation necessary to support narrative descriptions must be included in the submission. Any conflicting information may result in the proposal being deemed non-responsive and may result in the Bidder being disqualified.

GSFA may reject any or all proposals and may waive any immaterial deviation or defect in a proposal. GSFA's waiver of any immaterial deviation or defect shall in no way modify the solicitation documents or excuse the respondent from full compliance with the solicitation specifications if awarded the contract.

The awarded consultant(s) must complete all work within 12 to 24 months of contract execution, with the exact duration determined by the number of regions covered in the scope of work, unless an extension is approved in writing by GSFA.

6.1 Administrative Information

Respondents must include the following administrative details in their proposal:

- **Primary Contact Information:** Provide the name, title, organization, phone number, and email address for the individual authorized to act on behalf of the respondent.
- **Proposed Project Team:** List all key personnel who will be assigned to the project, including roles and responsibilities. Resumes or bios must be included in an appendix.
- **References:** Provide a minimum of three (3) professional references from prior clients, preferably public sector or corrections-related engagements, who can speak to the respondent's qualifications, performance, and integrity.
- **Regional Coverage:** Indicate the region(s) the respondent is proposing to serve. Respondents may submit a single proposal covering one or more regions, but must provide distinct cost estimates and work plans for each.
- **Project Management Approach:** Include a brief description of how the respondent will manage communications, timeline tracking, and quality control.

Respondents should also acknowledge their understanding that GSFA will serve as the contract administrator and fiscal agent, but that project funding will be provided by participating counties. All work and deliverables must be completed in coordination with GSFA and designated points of contact within each regional task force.

6.2 Regional Needs Assessment

The selected consultant will be responsible for conducting a comprehensive needs assessment within each of the covered regions. This task will involve gathering and synthesizing information from participating counties to understand the current landscape of jail medical care delivery, including the structure, scope and performance of existing arrangements.

At a minimum, the needs assessment must include the following elements:

- **Inventory of Existing Service Models:** Identify and describe the current medical care delivery approach used in each participating county.
- **Contractual and Operational Overview:** Collect and summarize available data on existing contracts (where applicable), including service providers, contract scope, staffing levels, performance metrics, costs, and renewal timelines. Consultants are expected to engage with county staff to obtain this information, subject to confidentiality limitations.
- **Identification of Shared Challenges and Gaps:** Document common operational or systemic challenges faced by counties in the region, including but not limited to workforce shortages, limited behavioral health coverage, inconsistent service levels, or difficulties with care coordination and compliance.
- **Stakeholder Engagement Summary:** Summarize findings from interviews or meetings with county representatives, jail administrators, health services staff, and other key stakeholders. The consultant is expected to work collaboratively with each regional task force to schedule and conduct these engagements.

The needs assessment must be tailored to each region and reflect both individual county conditions and collective trends. The findings will form the basis for the subsequent comparative model evaluation and recommendations.

6.3 Model Evaluation and Comparative Analysis

Based on the findings of the regional needs assessment, the consultant will evaluate the feasibility, strengths, and limitations of multiple models for jail medical care delivery. At a minimum, this evaluation must include the following three core models:

1. **County-Operated (In-House) Model**
2. **Contracted Medical Services Model**
3. **Regional Joint Powers Authority (JPA) or Shared Contract Administration Model**
 - Under a JPA, service delivery could include the direct provision of medical services by the JPA entity itself, or a shared administrative structure focused on regional contract procurement, vendor oversight, and performance monitoring.

Respondents are encouraged to evaluate additional models or hybrid approaches, particularly if informed by regional conditions, stakeholder feedback, or innovations in correctional healthcare delivery.

The consultant must assess each model across a consistent set of criteria, tailored to the needs of each region. At a minimum, the evaluation should include the following elements:

- **Operational Feasibility:** Evaluate whether each model can be implemented in the context of the region's current capacity, staffing, administrative infrastructure, and geographic characteristics.

- **Staffing and Workforce Considerations:** Assess the viability of recruiting, retaining, and managing appropriate clinical and administrative personnel under each model, including the potential for shared or pooled staffing in regional approaches.
- **Legal and Governance Frameworks:** Identify the legal authorities, liabilities, and governance structures associated with each model. For the JPA or shared services model, describe the required legal steps and institutional agreements needed for implementation.
- **Administrative Complexity and Oversight Requirements:** Compare the level of administrative effort, oversight, and inter-agency coordination required for each model. Highlight where resource or capacity gaps may exist.
- **Scalability and Flexibility:** Evaluate how adaptable each model would be to changes in jail population, medical needs, or funding availability.
- **Alignment with County Preferences:** To the extent possible, reflect the perspectives of participating counties regarding their interest in or concerns about each model, based on stakeholder input collected during the engagement process.

The consultant will be expected to provide a side-by-side comparative analysis of the selected models, supported by qualitative findings and, where appropriate, quantitative indicators. This comparative framework will serve as the foundation for the cost-benefit analysis and implementation planning to follow.

6.4 Performance and Compliance Criteria Review

The consultant will assess the ability of each proposed service delivery model to meet established standards of care and comply with relevant regulatory requirements. This includes evaluating how each model supports the delivery of safe, high-quality, and legally compliant jail medical services.

At a minimum, the consultant must review each model's potential to satisfy the following performance and compliance criteria:

- **Standards of Care Compliance:** Assess each model's potential to support the development and maintenance of a jail medical care system that meets accreditation standards established by nationally recognized entities, such as the National Commission on Correctional Health Care (NCCCHC). Evaluation should also include compliance with applicable California regulations governing medical and behavioral health services in county detention settings. Applicable standards will vary based on local policies and/or federal consent decrees. Consultants must work with each participating county to ascertain local standards, and every proposed model must demonstrate how it will meet these requirements.
- **Staffing Ratios and Coverage:** Assess each model's capacity to meet minimum staffing expectations based on average daily jail population and patient acuity. This includes primary care, behavioral health, dental, and nursing coverage, as well as provisions for 24/7 on-call or in-facility care.
- **Range of Required Services**
Determine whether each model can deliver or coordinate access to a full continuum of care, including at a minimum but not limited to:
 - Primary and urgent medical care
 - Behavioral health services (including 24/7 response where applicable)

- Dental services
- Medication management
- Telehealth capabilities
- Specialty referrals and off-site transport coordination
- Medication Assisted Treatment
- **Continuity and Quality Assurance:** Examine the systems and policies within each model for medical recordkeeping, care continuity (including during intake and release), patient complaint resolution, and ongoing quality assurance. Assess how oversight responsibilities would be structured, particularly in shared or regional models.
- **Risk Mitigation and Liability Management:** Review how each model mitigates risks related to inadequate care, delayed treatment, staffing failures, and non-compliance with court mandates or legal settlements. This includes consideration of potential exposure to litigation and the capacity for effective monitoring and intervention.

This review should be completed for each region independently, informed by the findings of the needs assessment and with attention to the practical realities of implementation. Where possible, the consultant should provide examples or benchmarks from comparable counties or jurisdictions.

6.5 Comparative Cost Summary and Fiscal Considerations

The consultant will develop a high-level comparative summary of the estimated costs and fiscal implications of each service delivery model evaluated. This summary should consolidate relevant financial insights from the needs assessment, model analysis, and performance review to support county decision-making.

At a minimum, the summary must include:

- **Estimated Cost Ranges by Model:** Provide cost estimates for implementation and ongoing operations, including where applicable, startup costs, staffing expenses, administrative overhead, and infrastructure needs. Estimates should be provided for each region individually.
- **Potential Cost Efficiencies or Shared Savings:** Highlight areas where regional or shared service models may yield cost savings through economies of scale, shared staffing, or streamlined administration.
- **Cost-Sharing Considerations:** Outline possible frameworks for apportioning costs among participating counties, including equal-share or population-based models. Identify any region-specific constraints or opportunities.
- **Funding and Sustainability Notes:** Identify potential funding mechanisms that could support implementation.

6.6 Implementation Roadmap and Risk Considerations

The consultant will develop an implementation roadmap for the recommended service delivery model(s) in each region, offering a practical pathway for counties to move from current conditions to the selected future state. This roadmap should account for the varying levels of readiness among participating counties and reflect the administrative, operational, and legal steps required to transition to a new model.

Each roadmap should include a proposed timeline that outlines major milestones, including planning, procurement, contract development, staffing and onboarding, service startup, and evaluation checkpoints. The timeline should clearly distinguish between tasks that are region-wide and those that must be completed by individual counties.

In addition to sequencing, the roadmap must highlight key risks that could delay or compromise implementation. These may include regulatory delays, labor shortages, inter-county coordination challenges, liability concerns, or resistance to operational change. For each identified risk, the consultant should recommend mitigation strategies that counties may adopt during planning and early execution phases.

This section is intended to translate analysis into action. By providing a practical, region-specific guide to implementation, the consultant will help ensure that recommendations can be realistically pursued and sustained over time. The implementation roadmap and any associated recommendations are advisory only. Deliverables intend to inform future policy officials by county officials.

6.7 Regional Reporting and Presentation Requirements

The consultant will be required to deliver a final report for each participating region, summarizing all findings, analyses, and recommendations as outlined in this Scope of Work. Each report must be tailored to the specific conditions, needs, and stakeholder input of the region and must be formatted to support use by county administrative officers, boards of supervisors, and other relevant local decision-makers.

In addition to the written deliverables, the consultant will be expected to present the findings of each regional study to the respective task force in a formal meeting setting. Presentations should highlight key takeaways from the needs assessment, comparative model analysis, cost and compliance findings, and implementation roadmap. The consultant must be prepared to respond to clarifying questions and discuss options or considerations that may not be captured fully in the written report.

To support regional alignment and transparency, each report should also include an executive summary, visual aids such as comparison tables or graphics, and appendices for any technical or background materials. The consultant should work with GSFA and county liaisons to ensure that each region has the opportunity to request refinements, offer feedback, or flag any region-specific issues for clarification prior to final submission. Final regional reports, presentations, and supporting materials will present findings and recommendations for consideration by County Administrative/Executive Officers and Boards of Supervisors. Recommendations are non-binding and are intended to support informed decision-making.

6.8 Consultant Qualifications and Staffing Plan

Respondents must demonstrate that they possess the expertise, organizational capacity, and professional experience necessary to complete the scope of work across multiple counties and regions. Proposals must include a staffing plan that identifies the personnel who will be assigned to the project and describes their roles, qualifications, and availability.

At a minimum, the consultant team must include personnel with expertise in correctional health care systems, public sector procurement and contracting, and regional service delivery models. Experience working with California counties, particularly in the areas of jail operations, medical care, behavioral health, or intergovernmental collaboration, is strongly preferred.

The staffing plan must identify the lead project manager and any subject matter experts or support staff who will be regularly engaged in the work. For each individual, include a brief summary of qualifications and describe their specific role in executing the scope of work. Resumes or professional bios should be provided in an appendix.

Respondents must also confirm their availability to support the project over the anticipated duration, including participation in regional meetings, stakeholder engagements, and presentation of findings. If subcontractors or partner firms will be used, clearly indicate their roles and the nature of the relationship with the lead consultant.

Proposals will be evaluated on both the strength of the team's qualifications and the feasibility of the staffing plan in delivering timely, high-quality work across all participating regions.

7. Proposal

7.1 Proposal Narrative Format

Respondents must submit a clearly written and well-organized proposal narrative that addresses all elements outlined in this RFP. The proposal must follow the structure and content requirements specified below to facilitate consistent review and evaluation.

The narrative portion of the proposal must be organized using the following section headers and sequence:

1. **Cover Letter and Executive Summary**
A signed letter from an authorized representative summarizing the respondent's interest, qualifications, and the regions proposed to be served.
2. **Administrative Information and Contact Details**
Identification of the primary contact, project team members, organizational background, and legal entity status.
3. **Staffing Plan and Key Personnel**
Description of project roles, personnel assignments, qualifications, and availability, with supporting resumes or bios included as appendices.
4. **Technical Approach to Scope of Work**
A comprehensive narrative describing how the respondent will fulfill each component of the Scope of Work, including methods, tools, and timeline assumptions.
5. **Experience and References**
Overview of the respondent's relevant experience, especially with public sector clients or correctional health care projects, and at least three references.
6. **Cost Proposal**
A detailed cost breakdown for each region proposed, including direct and indirect costs, estimated hours, labor rates, and assumptions.

7. Attachments and Supporting Materials

Any additional documentation relevant to the proposal, including personnel resumes, proof of insurance, litigation disclosures, and required attestations. See section 7.2 for more details.

The narrative should not exceed 30 pages, excluding appendices and attachments. Proposals must be submitted in PDF format, with clearly labeled sections and consistent pagination. Font size should be no smaller than 11-point, and margins must be at least one inch on all sides. Failure to follow this required format may result in disqualification or reduced scoring during the evaluation process.

7.2 Required Attachments and Documentation

To be considered responsive, all proposals must include the following attachments and supporting documentation. These materials will be used to verify eligibility, assess capacity, and support the scoring of narrative responses:

1. Resumes or Biographies of Key Personnel

Provide current resumes or professional bios for all individuals identified in the staffing plan. Each document should clearly indicate the person's role on this project and highlight relevant experience in correctional health care, regional planning, or public sector consulting, including dates engaged in relevant activities.

2. Proof of Legal Entity and Business Status

Submit documentation confirming the respondent's legal status and ability to operate in California, such as articles of incorporation, business license, or a certificate of good standing.

3. Certificate of Insurance

Include documentation demonstrating current insurance coverage as required by Section 3.2.

4. Non-Discrimination Policy

Attach the respondent's equal employment opportunity or a signed statement affirming nondiscrimination in hiring and service delivery practices.

5. Litigation Disclosure

Provide a summary of any ongoing or recent litigation involving the respondent or key personnel that may be relevant to the project performance or contracting eligibility.

6. Three (3) Professional References

Include the name, title, organization, phone number, and email address for each reference, along with a brief description of the work performed. At least one reference should be from a public sector client.

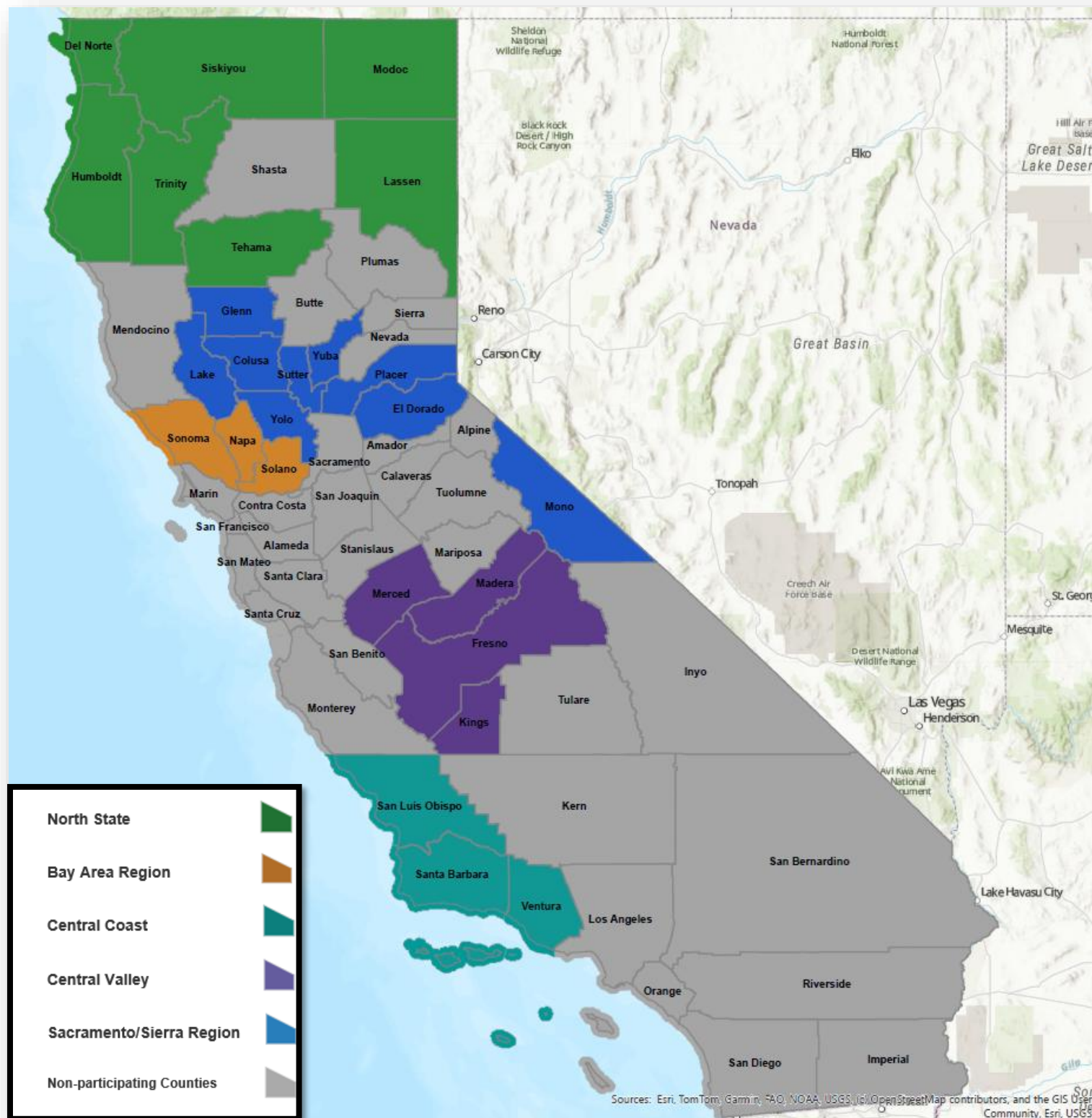
7. Cost Proposal and Budget Detail

Attach a budget document outlining the total proposed cost, broken down by region (if applicable), with detailed line items for personnel, travel, indirect costs, and any subcontracted work. Each cost proposal should clearly match the narrative description of work plans.

8. Signed Attestation of Regulatory Compliance

Include a signed statement attesting that the respondent will comply with all applicable local, state, and federal laws, including the California Public Records Act.

EXHIBIT A: Map of Regions and Participating Counties



**Request for Proposals No. 2025-GSFA-001
for
Jail Medical Care Feasibility Study**

**Addendum #1
Issued Tuesday, November 18, 2025**

This addendum provides answers to questions received by potential respondents.

The question period concluded on Wednesday, November 12, 2025, at 5:00pm Pacific Time. The proposal submission deadline remains December 12, 2025, at 5:00 Pacific Time.

Responses to Questions

- 1. The RFP instructs that proposals include a breakdown of direct and indirect costs. Please confirm whether fully burdened labor category billing rates may be used, and that indirect costs are not required if they are included within the fully burdened labor category billing rates. If a proposal is submitted with fully burdened labor category billing rates (inclusive of all indirect costs) and do not list indirect costs separately, would that cause the proposal to be given a lower score or be disqualified?**

Fully burdened billing rates that include indirect costs may be used. It will be helpful for reviewers to state in the cost proposal that fully burdened billing rates are being used to clarify why the indirect cost line item is blank. A proposal that is submitted with fully burdened labor category billing rates will not be a basis for a lower score or disqualification.

- 2. How many county jails by region are to be covered by this project?**

During the Regional Needs Assessment (Section 6.2 of the RFP), the selected Consultant(s) will coordinate directly with each participating county to verify and document the current correctional health infrastructure within each region. This will include confirming the number and type of facilities in operation and the structure of service delivery at each site.

- 3. Does the project cover juvenile as well as adult incarcerated populations?**

It is the intention of this feasibility study to cover adult incarcerated populations housed in county jails. However, respondents may include an

estimated cost breakdown for including juvenile facilities in their proposal, without penalty to their score. In Section 5.4 – Award Determination of the RFP, it is stated:

“Respondents should also acknowledge that GSFA may conduct a post-scoring, pre-award negotiation phase with one or more top-ranked proposers. This phase may be utilized to clarify cost proposals, adjust deliverables, or align contractual terms to ensure the final award best meets the needs of participating counties and provides the best value overall.

The final award(s) will also be subject to review and input from participating counties, and may take into account considerations such as regional alignment, cost-effectiveness, consultant availability, and demonstrated understanding of county-specific priorities.”

The final scope of work will be determined during the post-scoring and pre-award contract negotiation phase, and the inclusion of optional components in a proposal could provide flexibility for the possible inclusion of such components in a contract.

4. Is there a preliminary assessment of total project cost and budget?

There is no preliminary assessment of total project cost and budget.

5. Is there a not to exceed amount for this project?

There is no established not to exceed amount for this project.

6. Do final reports need branding? If so, what branding will be expected?

For each separate feasibility report, the cover page will indicate the region that is included in the study as well as the consulting firm that prepared the report. It is anticipated that the report will use the consultant’s branding, but that is subject to negotiation during the contract award that will involve input by the counties within the region(s). GSFA branding will not be included in any final deliverable.

7. Which entity will be the primary contact throughout the engagement?

GSFA personnel will coordinate the early stages of the contract, facilitating meetings between the Regional Task Forces and Consultant(s). During these initial meetings, it is expected that each participating county assigns a point of contact person that will communicate directly with Consultant(s) throughout the engagement. GSFA will maintain active communication with

each Regional Task Force and Consultant(s) to ensure strong collaboration and can convene all parties at any time throughout the engagement.

GSFA will serve as the contracting entity, facilitate the evaluation and selection process, and act as the fiscal intermediary for compensating the selected consultant using funds contributed by participating counties for the duration of the project.

8. As staffing and workforce considerations are listed, would we include staff training?

Yes. Respondents may include staff training considerations in their proposed approach where relevant, including as part of the model evaluation (Section 6.3 of RFP) and implementation roadmap (Section 6.6 of RFP). However, the design and delivery of actual staff training is not part of the Scope of Work for this project. If respondents choose to discuss potential training needs or future training options, those elements should be clearly described as recommendations and, if costed, identified separately in the cost proposal.

9. What is the time frame for the cost-benefit analysis? Does it include longer term benefits (e.g. better behavioral health care leads to lower recidivism)?

The RFP does not prescribe a specific time frame. Respondents should propose a reasonable timeframe (e.g., short- to medium-term) for their cost-benefit analysis and may also discuss longer-term benefits qualitatively where appropriate (such as potential impacts on recidivism). Assumptions about timeframes should be clearly stated in the proposal. Timeframes may be considered as a component of scoring and in evaluation of whether and to whom to award contracts.

10. How often do each of the five regional task forces meet? Is there a regular schedule for the regional task force meetings and where can we locate?

There is no single, standardized meeting schedule across all regional task forces. Meeting frequency varies by region and over time. During the engagement, the selected Consultant(s) will coordinate with GSFA and regional points of contact to determine a healthy cadence of meetings and check-ins, or to convene meetings as needed.

11. Will the final presentation include all regions or are five final presentations expected?

Five final presentations are expected—one for each region—along with five separate regional feasibility reports, as described in Section 6.7 of RFP.

12. Would you prefer the final presentations occur in-person or virtually?

This will be determined at a later date by each regional task force in consultation with the selected Consultant(s). Respondents may make reasonable assumptions for budgeting purposes and should document those assumptions in their proposals.

13. Is there an expectation for site visits in each of the jails?

The RFP does not mandate site visits to every facility. Respondents may propose site visits where they believe such visits are necessary or add value to the Regional Needs Assessment (Section 6.2 of RFP), recognizing that access is subject to county approval and security protocols. Any proposed site visit strategy and associated costs should be clearly described in the work plan and cost proposal.

14. How will the analysis account for contracts that are owned by the Sheriff and include juvenile facilities?

As noted in Question 3, the primary focus of this feasibility study is adult populations housed in county jails. Where a county has a combined contract that includes both adult and juvenile populations, the selected Consultant(s) will document those arrangements as part of the Regional Needs Assessment and cost analysis (Sections 6.2 and 6.5 of the RFP). While the study's deliverables are focused on adult facilities, information gathered and recommendations made may ultimately impact both adult and juvenile populations, particularly in counties where a single provider serves both settings.

15. Will you allow a phased model, allowing the winning bidder to work with regions in a sequenced manner?

GSFA's preference is for all regions to undergo the feasibility study during the overall project period. However, a phased or sequenced approach may be proposed if it is clearly justified based on resource constraints and if it ensures that all participating counties in all regions are included within the agreed contract timeframe. Any proposed phasing should be explicitly described in the work plan and schedule.

16. Are you interested in a flat fee, deliverables based or time and expense-based proposal?

GSFA does not prescribe a single required billing structure. Respondents may propose a flat fee, deliverables-based, time-and-expense, or hybrid approach, provided the structure is clearly explained, tied to the Scope of Work, and broken down by region as required in the cost proposal. Proposals will be evaluated on clarity, fiscal reasonableness, and alignment with the RFP.

17. Could you provide insight as to how the regions and the counties were selected for participation?

The five regions reflect existing regional task forces convened by GSFA and participating counties that expressed interest in jointly exploring long-term alternatives for jail medical care. Counties were grouped based on geography, existing relationships, and an interest in assessing potential regional or shared service models, as described in Section 1.2 of RFP (County Participation and Regional Approach). Regional task forces are led by county CAOs/CEOs.

18. For each covered region, please provide: a list of the facility names to be included in this project, facility address, capacity, and Average Daily Population (ADP).

As part of the Regional Needs Assessment (Section 6.2 of RFP), the selected Consultant(s) will work with each county to develop and verify a facility inventory and associated data, using available county records and state sources.

19. Does each facility have intake? If a facility does not have intake, where/how is intake performed?

Intake practices vary by county and facility. The selected Consultant(s) will document intake arrangements as part of the Regional Needs Assessment in coordination with county staff and jail administrators.

20. Are any of the covered counties housing incarcerated people from neighboring counties or other agencies under contract agreements?

Some participating counties may have such housing arrangements. Any cross-jurisdictional housing arrangements will be identified documented by the selected Consultant(s) during the Regional Needs Assessment (Section 6.2 of RFP).

21. Are any of the covered facilities being used for Federal holding?

Where this is applicable, it will be identified through county interviews and document review as part of the Regional Needs Assessment and model evaluation.

22. Are any of the facilities included currently under a consent decree, settlement agreement, or other judicial requirements for health services related issues? If so, please list the facilities subject to judicial requirements.

As part of the Performance and Compliance Criteria Review (Section 6.4 of RFP), the selected Consultant(s) will work with counties to identify any such requirements and incorporate them into the analysis where relevant.

23. Have any of the counties or facilities not met the California Title 15 requirements in any of the past 3 years. If so, please list the counties/facilities not in compliance and to which year(s) this applies.

The selected Consultant(s) are expected to review publicly available information and county-provided materials, and to incorporate any known compliance issues into the Performance and Compliance Criteria Review (Section 6.4 of RFP).

24. Please provide additional details regarding the current delivery of health care services. Is the current health care delivery model determined on a facility-by-facility basis? On a county-by-county basis?

Current delivery models vary across and within regions. In some cases, arrangements are county-wide; in others, facility-specific factors may shape service delivery. A primary purpose of the Regional Needs Assessment (Section 6.2 of RFP) is to perform inventory and describe existing service models in each participating county.

25. By region, what percentage (approximately) of health care is delivered by an outside vendor? By the county? In a shared arrangement?

Developing this summary is part of the Scope of Work. The selected Consultant(s) will quantify and describe these arrangements as part of the Regional Needs Assessment and Model Evaluation (Sections 6.2 and 6.3 of RFP).

26. In general, is medical and mental health care provided in the same manner (ex. both are provided by the same vendor, or both are provided by the county), or is care delivered differently for medical and mental health (ex. medical is provided by a vendor and mental health provided

by the county, or medical and mental health care is provided by different vendors)?

Service configurations differ by county. In some jurisdictions, medical and mental health services may be integrated under one provider; in others, they may be separated between county departments and/or vendors. The RFP anticipates that the selected Consultant(s) will document these arrangements during the Regional Needs Assessment and incorporate them into the comparative analysis (Sections 6.2 and 6.3 of RFP).

27. Are any of the facilities currently accredited by the National Commission on Correctional Health Care and/or the American Correctional Association? If so, please provide a list including the facility name and related accreditation.

Accreditation status, where relevant, will be identified and incorporated into the Performance and Compliance Criteria Review (Section 6.4 of RFP) by the selected Consultant(s) in collaboration with participating counties.



Proposal

December 12, 2025



Jail Medical Feasibility Study Proposal

RFP#2025-GSFA-001

Confidential and Proprietary

**SOLUTIONS FROM THE MOST TRUSTED NAME IN
CORRECTIONAL HEALTH CARE**



NONDISCLOSURE AGREEMENT

STOP.

BY PROCEEDING TO THE NEXT PAGE, YOU ACKNOWLEDGE AND AGREE TO THE FOLLOWING:

This Proposal is the confidential business information of NCCHC Resources, Inc. By proceeding to the subsequent pages of this Proposal, you hereby acknowledge and agree, on behalf of yourself and your company/agency/department (collectively, "You"), that You will not (1) use for any purpose other than evaluation of this Proposal for this specific project and/or (2) disclose to any third party, any information provided in this Proposal including but not limited to fees, financial information, business strategies and plans, technical information, consultant names, any other information about NCCHC Resources, Inc. and its operations not available to the general public, and any other materials or information of a confidential or proprietary nature. If you have questions regarding this proposal and what may be released publicly if this proposal is accepted, please contact fredmeyer@ncchcresources.org.



Golden State Finance Authority Technical Assistance Proposal

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Golden State Finance Authority Technical Assistance Proposal

INTRODUCTION

December 12, 2025

Mr. Jason Hansen and Mr. Eric Will
Golden State Finance Authority
1215 K Street, Suite 1650
Sacramento, CA 95814

RE: Technical Assistance Proposal

Dear Mr. Hansen and Mr. Will,

We are pleased to present this proposal for technical assistance as we are confident NCCHC Resources Inc. is uniquely positioned to partner with you in this endeavor for the following reasons:

- **Our Experience:** We are the consultative and technical assistance affiliate of the National Commission on Correctional Health Care (NCCHC), the nation's leader in setting standards for correctional health services. We have strong qualifications and case references from around the country in helping our clients provide quality health care through our team's extensive advisory and operations experience in correctional health care.
- **Our People:** We are proposing an integrated team composed of a senior consultant, physician, and mental health expert, supported by fiscal and correctional administrative specialists. All have corrections and operational management experience. These NCCHC Resources consultants have worked in all facets of correctional health care and have clinical and administrative expertise.
- **Our Clients:** Our clients represent a broad spectrum of correctional health care systems, generally at the county level. We strive to have all clients as references, which requires that we work closely with them to meet their expectations.

While we believe this document is fully responsive to your request and we have worked to keep the costs as low as possible and still deliver a quality work product, we would be pleased to discuss the approach and refine it as necessary to meet your needs. Please contact us with any questions. We look forward to discussing next steps and working with you on this important initiative.

Sincerely,

A handwritten signature in black ink, appearing to read "Fred W. Meyer".

Fred W. Meyer, MA, CJM, CCHP
Managing Director
fredmeyer@ncchcresources.org, 773-880-1460, ext. 288



ADMINISTRATIVE INFORMATION AND CONTACT DETAILS

NCCHC Resources, Inc., is a 501(c)(3) not-for-profit company providing technical consulting services for correctional health care systems nationwide. As jails, prisons, and juvenile detention facilities strive to deliver constitutional health care, improve quality, and reduce liability, we offer unique expertise from the world's leaders in correctional health care.

Our parent company, the National Commission on Correctional Health Care, is widely known and respected for its pioneering *Standards for Health Services*, national accreditation and certification programs, and premier correctional health care education. NCCHC Resources was created to manage the increasing demand for correctional health care technical assistance and other consulting work through the provision of high-quality consulting services.

With our roots in NCCHC – the nation's leader in setting standards for correctional health services – NCCHC Resources offers unparalleled breadth, depth, experience, perspective, and objectivity.

Services include the following:

- Health system assessments
- Performance improvement
- Contract review and monitoring
- Suicide prevention services
- Medication-assisted treatment (MAT) expertise
- RFP support and development
- Technical assistance
- Preparation for accreditation
- Preparation for certification
- Education and training

See examples of client projects in the Relevant Experience section.

Reduce Risk Through Quality and Consistency

Only NCCHC Resources can guarantee reliance on evidence-based practices, comprehensive familiarity with NCCHC medical, mental health, and opioid treatment program standards and regulations, and expertise in application of the standards.

Work with NCCHC Resources to:

- Objectively validate the areas where your program is doing well
- Identify areas for improvement and methods to ensure quality care
- Protect your organization by minimizing the occurrence of opioid addiction-related adverse events, suicides, and in-custody deaths
- Reduce risk and avoid health care-related grievances and lawsuits, potentially reducing liability premiums
- Educate and train staff, to include custody leadership and personnel
- Introduce new efficiencies and standardized practices
- Protect the health of the public, your staff, and incarcerated individuals
- Ensure that those incarcerated and released receive adequate and appropriate health care



Primary Contact Information

Mr. Fred Meyer, Managing Director

NCCHC Resources Inc.
1145 W. Diversey Pkwy
Chicago, IL 60614

P: 773.880.1460

E: fredmeyer@ncchcresources.org

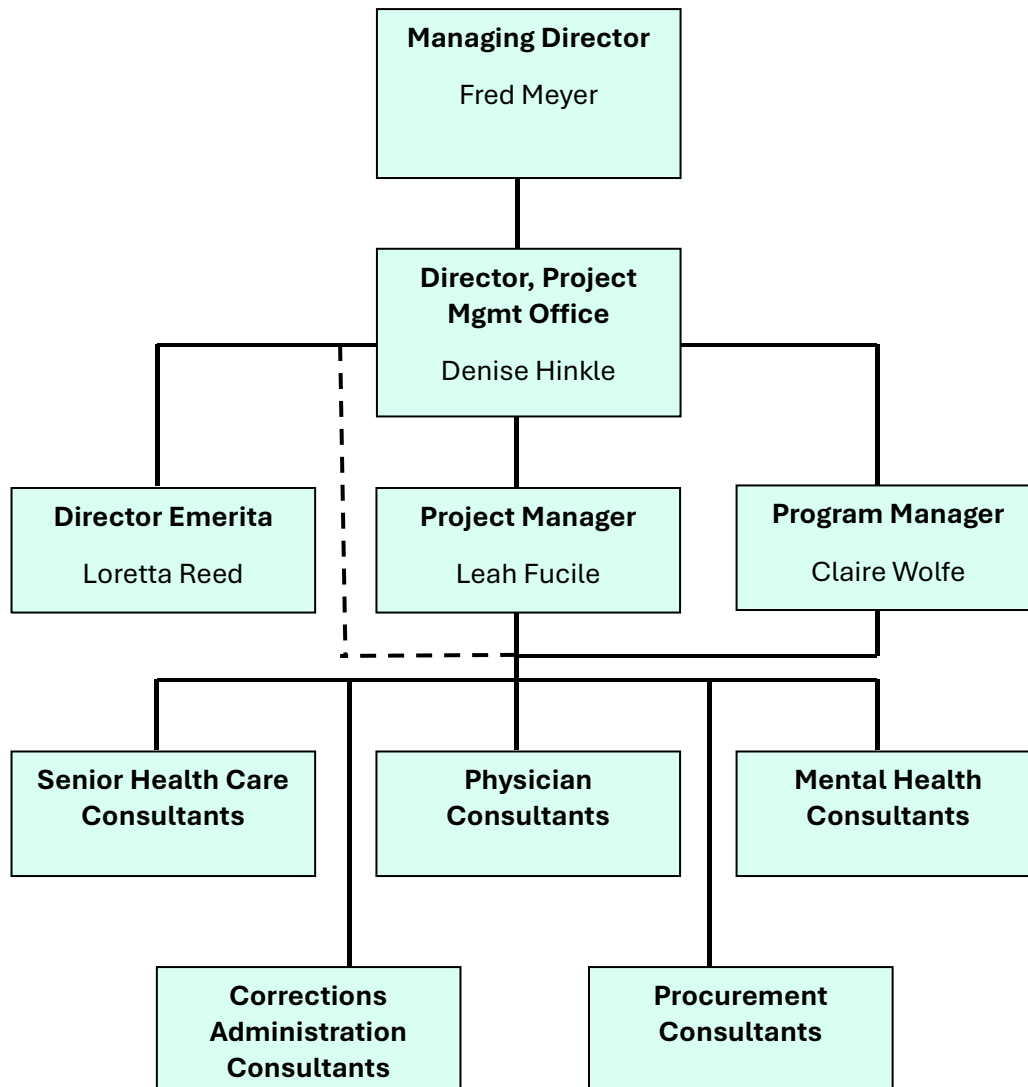
DISCLAIMER

Technical assistance by NCCHC Resources, Inc., is a professional activity that is separate from accreditation by the National Commission on Correctional Health Care and in no way guarantees accreditation, reaccreditation, or any other outcome of a survey.



STAFFING PLAN AND KEY PERSONNEL

Our project team includes experts with fully integrated corrections experience. From our executives and leaders to our consultants, individual team members bring varied and vast backgrounds and knowledge that specifically applies to GSFA's needs. We are organized as follows:



See Appendix A. We are presenting biographies for a tentative project team which represents the expertise of the consultants we assign to client projects. As the national leader in correctional health care consulting, we have an extensive cadre of correctional health care experts with decades of experience in all areas of administration and operations.



TECHNICAL APPROACH TO SCOPE OF WORK

Our Understanding of Your Needs

Provision of health care in correctional settings became a constitutional mandate in 1976. Since then, correctional facilities have increasingly focused on quality. To meet this need for quality care in a fiscally responsible way, a variety of delivery models have emerged, with health services operated by government agencies, the private sector, academic institutions, and mixes of all of these. No matter which model is employed, desired outcomes can improve individual and community health, reduce adverse events, and maintain compliance with regulations and standards while keeping control of health care costs.

Across the nation, rapidly increasing costs, staffing shortages, geographical challenges, community resource availability, and other barriers affect the ability to provide a consistent and acceptable standard of care for incarcerated individuals. Facing similar concerns, the Golden State Finance Authority (GSFA) is seeking to conduct a needs analysis for providing comprehensive health care to the incarcerated populations in facilities within five regions in California. Using information gathered during that analysis, GSFA is further seeking to identify, evaluate, and compare models for providing health care to the incarcerated population on a region-by-region basis. Each region has different facilities, populations, challenges, delivery models, and available resources to be carefully considered while developing models for access to and provision of care.

The objectives for this project, on a region-by-region basis, are:

- Create an inventory of facilities to be covered by this project, to include facility demographics, current service models, non-compliance notices, and other metrics that affect the care required.
- Review and summarize health care contracts currently in place where applicable. Contracts may cover providers, nursing, mental health, dental, specialties, and other services that are integral to the provision of health care to the incarcerated population.
- Review available consent decrees, settlement agreements, or other corrective action notices as provided by each county.
- Review memoranda of understanding (MOUs) and other formal and informal agreements, as applicable, that are in place with community organizations as provided by each region.
- Identify core competencies of community-based health care and social services available in the community.
- Identify areas where current health care services are not aligned with NCCHC Standards for Health Care in Jails (2026) and / or local regulations such as California Title XV.
- Develop health care delivery models to provide a full scope of health care in accordance with NCCHC Standards and other regulations.
- For each county, assess the viability of each delivery model, considering the county's specific needs and including input from county stakeholders.
- Run a cost-benefit analysis for each delivery model, to the extent fiscal data is publicly available.
- By region, prepare an individualized feasibility report that describes the current state, a summary of our findings, recommendations for improved care or access to care, and an assessment and comparison of health care delivery models.
- By region, develop and present a high-level fiscal summary for each delivery model, including estimated startup costs, potential infrastructure, and administration needs, and estimated ongoing costs. Identify areas where savings may be achieved due to volume pricing, cost sharing, or other strategies.



- By region, develop a preliminary implementation plan for the recommended health care delivery model that includes startup activities, major milestones, and key risks.

Our Approach – Process Overview

NCCHC Resources proposes to provide consulting services to all five regions that GSFA has outlined in the RFP, and we are confident that we can complete the scope of work within the desired 12 to 24-month timeline. For each region, NCCHC Resources will assign a senior correctional health care professional as the lead consultant, a physician, and a mental health clinician. They will be supported by other corrections experts, including those with procurement and corrections administration experience, as well as our Project Manager and NCCHC Resources leadership. The work for each region will be completed separately. Working with NCCHC Resources will provide efficiencies by executing the project using a consistent, repeatable process. The project will be completed using the following approach for each region.

Project Management

The consulting team will include an assigned project administrator and manager, whose roles are to facilitate communication, monitor progress, assure quality and consistency, and provide additional support. The project manager and the lead consultant will serve as the day-to-day points of contact for project support.

While the entirety of the project may cover multiple regions, each region will be independently managed to ensure progress and completion at the regional level. The project manager will coordinate the NCCHC Resources team, establish regular meetings with GSFA and regional stakeholders to discuss project status, and be available to answer any questions as they arise. They will also establish and track milestones to confirm progress or identify bottlenecks during the contract term, all to facilitate a successful project.

Kickoff Call

We will conduct a virtual kickoff meeting with our team, GSFA, regional and county project leadership, and others you deem necessary. The purpose of the meeting will be to confirm project objectives, identify available documentation, and discuss our site visits.

Documentation Review

We will request and review available documentation about staffing, organizational structure, policies and procedures, and operations prior to the site visits. This background information will enable us to be better prepared when we arrive at your facilities.

Site Visits

Our consultant team will conduct a site visit at each facility within the region. They will review the current medical and custody operation to understand how these services are currently provided and how current staff are deployed in the provision of service. The team will review operations as to whether they comply with NCCHC standards and regulations. Site visits are an important part of the project, as in-person observations and conversations with personnel and people in custody often provide essential information to be considered when determining the best service delivery model. This is also the most efficient way to identify whether the current health care service delivery complies with NCCHC standards.



Additionally, we will evaluate input from various stakeholders for our analysis. While on site, we will meet with those representatives to discuss facility operations, the availability of necessary data and how we will use this information in our analysis. Potential stakeholders include, but are not limited to:

- Sheriff's office
- Finance
- Human resources
- Risk management
- Information technology
- Legal counsel
- Procurement

Collaborative Feasibility Analysis

In order to develop a meaningful analysis, it is essential that each region be transparent and work collaboratively with our consulting team. Timely access to individuals, policies, health records, statistics, and data is requested to keep the project moving forward. After the site visits, the consulting team will review the information, data, and our findings and will assess the needs of each county within the region. The team will focus on shared strengths and challenges, as well as gaps between current health care service delivery and health care that meets or exceeds standards and regulations.

The consulting team will create service models with the structure required to support correctional health care delivery, including the following: County Operated (In-House) Model, Contracted Medical Services Model, and Regional Joint Powers Authority or Shared Contract Administration Model. Additional models may be developed based on our review of facility operations. The models will detail the staff and any additional technology, processes, insurance, training, and documentation required to support the approach. Models will also note the risks involved with each strategy. We will incorporate local feedback provided by stakeholders to ensure consensus.

Once modeling is completed, estimated costs will be assigned to each model. We will review the models with each region to ensure that these costs are complete, understood, and reasonable. We will also use the models to weigh the costs and benefits of each delivery method, which will be noted in the final report.

Implementation Plan

Once consensus is reached with regards to the model that best meets the needs of the region, the consulting team will put together an implementation plan for the chosen service delivery model. The implementation plan will account for varying levels of readiness among the counties. The framework will provide a roadmap to transition to the new model, including a timeline, milestones, planning, procurement, contract development, staffing and onboarding, service startup, and draft evaluation plan. The plan will also highlight key risks and provide mitigation strategies.

Report

To conclude the process, we will prepare regional reports detailing our work and the assumptions made in developing and evaluating the models. Each report will first be delivered in draft format. NCCHC Resources team leadership will formally present the report and our findings and recommendations in person to each region and GSFA. After meeting to review the findings and recommendations and incorporating feedback, the report will then be marked final and delivered to GSFA and each region.



RELEVANT EXPERIENCE

Health System Assessments

Facing mounting high-profile criticism for providing substandard care for inmates, the governor's office of a large Midwestern state hired NCCHC Resources to conduct a comprehensive assessment of the health care provided at one of the nation's largest and most complicated departments of corrections. A hand-selected team (including a physician, a psychologist, and a nursing expert) visited selected prisons across the state, including a program with a dedicated mental health mission and several with the highest levels of security, and wrote a comprehensive and detailed assessment of health care services.

Suicide Prevention Services

Building off of the NCCHC's groundbreaking partnership with the American Foundation for Suicide Prevention (<https://www.ncchc.org/new-suicide-prevention-resource-guide-for-corrections>), NCCHC Resources is frequently called upon to assist programs with properly addressing the suicide problem in our country's jails and prisons. Recently, we were successful in a national competition for a key project to assist a large Mid-Atlantic urban jail develop a high-quality and comprehensive suicide prevention program. Leveraging our experience in correctional health care, corrections, and justice health design, our team developed a comprehensive report that will assist the jail command and health staff in their efforts to reduce the risk of suicide within the jail's walls.

Monitoring Activities

An Eastern jail that houses local and federal detainees experienced the death of several inmates under its care. County leadership engaged NCCHC Resources to send an expert team (a physician and a nurse) to perform a comprehensive evaluation of health care services, to make targeted recommendations for improvement, and to provide monitoring services over a four-month period. Subsequently, the jail requested an extension of this monitoring with an emphasis on assessing the corrective action plans.

In a different project, a federal court overseeing a long-term consent decree regarding civil rights violations (constitutional health care) turned to NCCHC Resources to monitor the health care aspects of the injunctive relief. Our work included support for the development of a monitoring tool that incorporated unique metrics from the NCCHC *Standards* that the court had determined were essential to health system compliance. We also sent a team to the site to use the tool to assist the court in determination of compliance. Serving the interests of the court, NCCHC Resources worked cooperatively with both state and plaintiff attorneys to gather the needed information.

Opioid Treatment Program Training

Faced with a mounting problem with managing opioid-dependent patients in jail, the sheriff's department of a major coastal metropolitan area looked to NCCHC Resources to provide training on the opioid crisis and how the sheriff might address the needs of this growing population. Coordinating with the local community treatment program, our experts provided on-site technical training, which included a thorough review of standards for opioid treatment programs.

Health Record Review

A state department of corrections on the East Coast hired Health Management Associates, a national research and consulting firm that specializes in publicly funded health care, to conduct a 360-degree health system analysis. Health Management Associates selected NCCHC Resources to bring additional



clinical and correctional health care expertise. This included review of 632 patient health records and interviews with providers by board-certified correctional physicians and other correctional health experts. We developed processes and protocols for evaluation and analysis. Process performance measures were novel for this project and were based on the standards of NCCHC and other authorities.

Accreditation and Certification Preparation

A large jail system in a Western state was seeking NCCHC accreditation (the first county in the state to seek this prestigious accreditation in many years). The county leadership turned to NCCHC Resources to assess their readiness for a survey of health services. Our expert team visited each of the many jails, some of them in remote locations, to perform comprehensive on-site assessments. The information gathered gave the county a unique view into strengths and weaknesses and provided important data to help the jail system prepare for accreditation, which they ultimately achieved.

Specialized Technical Support

When a Western state's department of corrections hired a large consulting firm to conduct a comprehensive environmental scan of health care systems at other states' corrections departments, the firm turned to NCCHC Resources to provide a correctional context to its already robust health care analytic expertise. Our experts aided development of a comprehensive data call and interviews with officials around the nation to support the gathering and analysis of data requested by the client.

Selected Clients and Partners

- Allegheny County, Pennsylvania
- Bay County, Florida
- Centene Corporation
- Idaho Department of Juvenile Corrections
- Charleston County Sheriff's Office, South Carolina
- Chatham County Sheriff's Office, Georgia
- Cobb County Jail, Georgia (via WellStar Health System)
- Connecticut Department of Corrections
- Delaware Department of Corrections
- Department of Homeland Security – Immigration and Customs Enforcement
- Fairfax County Adult Detention Center, Virginia
- Grand Traverse County, Michigan
- Hudson County Correctional Facility, New Jersey
- Illinois Department of Corrections
- Middlesex County Sheriff's Office, Massachusetts
- Milwaukee County, Wisconsin
- Monmouth County Sheriff's Office, New Jersey
- Corrections Center of Northwest Ohio
- Orange County, California
- Pinellas County, Florida
- Plumas County, California
- UMC – El Paso, Texas
- Utah Juvenile Justice Services
- Virginia Department of Corrections – Fluvanna Correctional Center for Women



PROFESSIONAL REFERENCES

Hudson County, New Jersey

Director Becky Scott
Hudson County Department of Correction & Rehabilitation
Ph: (201) 395-5600 x5007
E: BScott@hcnj.us

Monterey County, California

Chief Deputy Tim Lanquist
Monterey County Sheriff's Office, California
Corrections Operations Bureau
Ph: (831) 755-3887
E: LanquistTS@countyofmonterey.gov

Spokane County, Washington

Lieutenant. Darren Lehman
Medical and Mental Health Operations
Spokane County Detention Services Jail
Ph: (509) 477-6767
E: DLehman@spokanecounty.org

CONFLICT DISCLOSURE

NCCHC Resources is not aware of any conflicts at this time.

Should any of the counties covered by this project or any affiliated program or facility seek accreditation from the National Commission on Correctional Health Care, that is an entirely separate activity. Technical assistance and/or related services from NCCHC Resources in no way guarantees or implies successful accreditation, certification, or any other favorable treatment from any other entity.

VALUE-ADDED SERVICES

While many consultants served this field before NCCHC Resources' founding and claimed some experience with the NCCHC standards, there was no quality control, consistency, or oversight into how the standards were applied. In some cases, facilities faced unexpected risks as they worked to implement recommendations of well-meaning independent consultants, who were not held to evidence-based or standards-based advice. The foundation of NCCHC Resources' exceptional value is the reduction of these risks and our high-quality expert consultation.



COST PROPOSAL

We acknowledge that the Golden State Finance Authority is the contract administrator and the fiscal agent for this endeavor, with funding originating from the individual counties. Based on our understanding of the desired outcomes as well as the scope and approach outlined in this proposal, our fees for this project, including expenses, are listed below. These fees were developed using the project approach presented above and the assumptions noted in Appendix C. Should actual circumstances vary from what is described in this proposal, pricing may be adjusted, up or down, to accommodate those differences.

Proposed Fees				
Region	Professional Fees	Indirect Costs	Travel Expenses	Total Project Fee
North State	\$ 330,000	\$ 19,985	\$ 25,015	\$ 375,000
Sacramento Sierra	411,000	18,985	25,015	455,000
Central Valley	284,000	20,500	15,500	320,000
Central Coast	284,000	20,500	15,500	320,000
Bay Area	297,000	19,500	15,500	332,000
Grand Total	\$ 1,606,000	\$ 99,470	\$ 96,530	\$1,802,000

If NCCHC Resources is awarded the contract for all five regions, we will discount the above price by 10%.

We will bill these fees for each region, based on the following milestone schedule:

Billing Schedule	
Milestone	Billing Schedule
Agreement signed	25%
Regional Site visits completed	50%
Final report delivered	25%

Billing milestones will be tracked by region and will be billed independently based on the progress made for that region. For example, once the agreement is signed, each region will be billed for 25% of the total project fee. Upon completion of each regions' site visit, each region will receive an invoice for 50% of that region's total project fee. The same regional methodology will apply until the project is complete.



APPENDIX A: TEAM BIOGRAPHIES

Fred Meyer MA, CJM, CCHP, Managing Director

Mr. Fred Meyer works with health and custody leaders nationwide to provide detention and correctional facilities with the support needed to operate effectively and in compliance with nationally recognized health care standards. Health system assessment, performance improvement and monitoring, suicide prevention, medication-assisted treatment, interdisciplinary collaboration, education, and training are all critical to ensuring institutional risks are mitigated and constitutional care is provided. NCCHC Resources is the industry leader in these areas, helping agencies of all sizes.

Before joining the National Commission, Mr. Meyer served as Deputy Chief with the Las Vegas Metropolitan Police Department where he oversaw the largest jail system in the state of Nevada. He drove advancements in leadership collaboration and health services that led to substantial reductions in medical referrals and in-custody suicides. Fred received the Ray Coleman Administrator of Year Award from the American Jail Association in 2021.

Mr. Meyer is an NCCHC Certified Correctional Health Professional (CCHP) and is recognized as a Certified Jail Manager (CJM) by the AJA. He holds a master's degree in criminal justice from the University of Nevada, Las Vegas. He has been elected to the AJA Board of Directors for 2024-2025 and has served on the Board as their Parliamentarian.

Denise Hinkle CPA, CCHP, Director Project Management Office

Ms. Denise Hinkle is an inactive certified public accountant and multidisciplinary consultant with extensive experience in accounting, project management, business advisory, executive leadership, and business ownership. She has delivered global, domestic, and local projects including process development and improvement, best practice reviews, data extraction and analysis, software implementation, and others. Throughout her career, Ms. Hinkle has mentored, coached, and led teams of all sizes where she shared her knowledge and passion for delivering innovative solutions to complex issues.

At NCCHC Resources, Ms. Hinkle directs the Project Management Office, ensuring that NCCHC Resources projects are delivered according to the NCCHC standards and the expectations of each client. She assigns and monitors project teams, manages progress, and is a resource to our clients and our consultants. Her broad skillset gives her a large library of knowledge to draw from when leading teams, evaluating operational issues, and making thoughtful recommendations.

Loretta Reed MBA, PMP, CCHP, Director Emerita

Ms. Reed is a certified project management professional with extensive multi-industry experience and skill in leading cross-functional teams, clarifying issues, and delivering solutions. She has led worldwide project teams that conducted risk assessments focused on business processes, determined the key controls, and developed testing of the controls to ensure compliance. Her expertise and skill set encompass operations assessment, business analysis, finance and accounting processes, continuous quality improvement, and selection and implementation of electronic medical record systems and finance systems.

**Leah Fucile CCHP, Project Manager**

Ms. Leah Fucile has over 20 years of public sector experience and has a Bachelor of Arts degree in Criminal Justice. She oversaw contract administration, procurement, and logistical operations for the Clark County Detention Center, managing a \$65M+ budget as the Director of Administrative Operations for the Detention Services Division at the Las Vegas Metropolitan Police Department. Leah played a key role in achieving ACA and NCCHC accreditation and led efforts to embed these standards into policy and contracts. She also provided oversight of \$80M facility renovation to enhance safety and efficiency. A graduate of the National Jail Leadership Command Academy, Leah remains active in her community and serves on the American Jail Association's Corrections Workplace Committee.

Claire Wolfe MPH, MA, CCHP, Program Manager

Ms. Claire Wolfe previously worked for the State of New Jersey in an urban legislative district, supporting community members and organizations and guiding legislation from drafting to the Governor's desk. During that time, she advocated to the state budget committee for funding for substance use disorder treatment within correctional facilities. Prior to joining NCCHC Resources, she worked in the philanthropic arm of a multinational technology consulting firm where she successfully advocated for increased funding for federal grants aimed at increasing evidence-based educational innovation in K-12 computer science in-school and community programs.

Ms. Wolfe holds a Master of Arts in international political economy, completed at the University of York in York, England, and received her Master of Public Health degree in epidemiology at Rutgers University, where she focused her research on medications for opioid use disorder in correctional facilities. At NCCHC Resources, Ms. Wolfe supports the project management office and project teams on administrative needs, data analysis, writing, and research.

Becky Pinney MSN RN, CCHP-RN, CCHP-A, Senior Health Care Consultant

Ms. Rebecca Pinney possesses extraordinary leadership skills, evidenced by her role advancements to Senior Vice President, Chief Nursing Officer, at Corizon Health, from which she retired after 25 years, with more than 30 years in this field. Her experience encompasses both clinical and nonclinical roles, having managed large jail programs and serving as the lead on several state prison contracts. Her career has given her a deep understanding of clinical trends and operations practices and how they can impact the daily custody and clinical management of the inmate population. Through collaboration with other clinical and operations executives, Ms. Pinney takes a comprehensive, systemwide approach to nursing issues, standards, training, education, and staffing that supports patient safety and quality efforts.

A member of the American Nurses Association and Georgia Nurses Association, Ms. Pinney has significant involvement with NCCHC. She assisted with development of the 2014 editions of the Standards for Health Services manuals for prisons and jails, served on the committee that launched the Certified Correctional Health Professional - Registered Nurse (CCHP-RN) program, and is a member of the CCHP-RN subcommittee, the NCCHC Nurse Advisory Council, and the NCCHC Correctional Health Care Foundation.

Nancy Booth MSN, PHN, RN, CCHP-RN, Senior Health Care Consultant

Ms. Booth has over 50 years of experience in managing, educating, and leading healthcare teams. Now one of our independent correctional healthcare consultants, she formerly served as both Director of Nursing Services and Supervisor of Case Management for San Diego County jails, a system with over 84,000 annual admissions.



Ms. Booth developed a specialty telehealth program, established and managed the county inmate Medical Inmate Eligibility Program (MCIEP), managed infection control for the County's jails, and supervised the women's detention facility. A skilled communicator, educator, publisher, and expert speaker who has presented on a wide variety of topics, she ensures that all stakeholders — from physicians, attorneys, and law enforcement to insurance adjusters, patients, and families — understand the steps needed to successfully care for each patient both during incarceration and upon reentry. Ms. Booth currently serves as an NCCHC general surveyor and is an Accreditation and Standards Committee member.

Dr. Reed Paulson MD, CCHP-CP, Physician Consultant

Dr. Paulson retired from the Oregon State Penitentiary, where he served as the Chief Medical Officer. He also worked as a corrections physician specialist for the state of Oregon. His dedication to and experience with correctional health care continues to benefit correctional agencies across the nation with his work with both the National Commission on Correctional Health Care and NCCHC Resources.

Dr. Paulson holds a Master of Public Health degree from the University of California, Berkeley, and a certification in Opioid Use Disorder Treatment from the USDEA and SAMHSA. He is a Fellow of the American College of Correctional Physicians as well as the American Academy of Family Physicians.

Dr. Christopher Rosko MD, MBA, CCHP, Physician Consultant

Christopher Rosko is a board-certified emergency physician with nearly a decade of experience as a medical provider and administrator in multiple jail settings. He has worked as an emergency physician in rural, suburban, and Level 1 trauma centers and has extensive administrative experience as Medical Director and Vice Chairman in the University of Alabama Medical Center's Department of Emergency Medicine. In addition to his medical training, Dr. Rosko received his MBA from Auburn University.

Dr. Nikki Johnson PsyD, CCHP, Mental Health Consultant

Dr. Nikki Johnson is the Chief of Mental Health Services for the Denver Sheriff Department (DSD). She has worked in jails and prisons with both juveniles and adults for over 15 years. Dr. Johnson earned a Bachelor of Science in Psychology and Women's Studies, a Master of Arts in Counseling Psychology, and a Doctorate of Psychology in Clinical Psychology. She has practiced as a licensed psychologist in the state of Colorado since 2008 and as a Certified Addiction Specialist since 2010.

Dr. Johnson has driven the successful implementation and expansion of a Competency Restoration Program designed to restore individuals to competency. In addition, she started a Crisis Response Team, which is a 24/7 team of mental health professionals collaborating with the deputies in prevention and de-escalation of crises involving individuals with serious mental illness (SMI). Dr. Johnson has also focused her efforts on the expansion of Medication-Assisted Treatment (MAT) within Denver jails.

**Dr. Deborah Gross, Mental Health Consultant**

Dr. Gross is a licensed psychologist with a practice focused in corrections. She is retired from Correctional Health Services in Maricopa County, Arizona. In her role as Lead Psychologist – Mental Health Unit, she was responsible for administrative supervision of mental health staff on acute psychiatric unit within a major metropolitan accredited jail health system. Dr. Gross’s correctional mental health experience dates to 2004, with an internship and postdoctoral position with CHS. She later joined the Arizona Department of Corrections in 2007 before returning to CHS in 2010. She has also worked for NAMI Arizona, ValueOptions, and the MARC Center.

Dr. Gross currently serves as Board Chair for Recovery Empowerment Network and is a member of the Board of Arizona Behavioral Health. She has served on the Board of the Arizona Foundation for Behavioral Health, the Arizona Coalition for Tomorrow (a Head Start-related entity), and the Star Centers (formerly known as Survivors on Our Own). Dr. Gross has been a surveyor in the NCCHC accreditation program since 2017 and recently became a lead surveyor.



APPENDIX B: LEGAL REQUIREMENTS AND ATTESTATIONS

Proof of Legal Entity and Business Status (see RFP pg. 8)

From: no_reply@sos.ca.gov <no_reply@sos.ca.gov>
Sent: Monday, October 14, 2024 11:24 AM
To: Info NCCHC Resources <info@ncchcresources.org>
Subject: California bizfile Online - Business Filing Approved

Initial Business Filing Approval

10/14/2024

Entity Name: NCCHC Resources, Inc.
Entity Type: Nonprofit Corporation - Out of State
Entity No.: 6420881
Document Type: Registration - Out-of-State Corporation - Nonprofit
Document No: 6420881
File Date: 10/11/2024

Congratulations! The above referenced document has been approved and filed with the California Secretary of State. To access free copies of filed documents, go to bizfileOnline.sos.ca.gov and enter the entity name or entity number in the Search module.

What's Next?

Go to bizfileOnline.sos.ca.gov to "My Work Queue" to review the Welcome Letter for key information AND contacts you may need.

Corporations AND limited liability companies must file a Statement of Information **within 90 days** of the initial filing AND annually or every other year thereafter. For additional resources view [Starting A Business](#) Checklist for key steps you may need to take WHEN launching a business IN California.

For further assistance, contact us at (916) 657-5448 or visit bizfileOnline.sos.ca.gov.

Thank you for using [bizfile California](#), the California Secretary of State's business portal for online filings, searches, business records, and additional resources.

Important: Do not reply to this message. Replies will be routed to an unmonitored email box.



BA20251547542

**STATE OF CALIFORNIA**
Office of the Secretary of State
STATEMENT OF INFORMATION
CORPORATIONCalifornia Secretary of State
1500 11th Street
Sacramento, California 95814
(916) 657-5448

For Office Use Only

-FILED-File No.: BA20251547542
Date Filed: 7/28/2025

B3889-0183 07/28/2025 10:51 AM Received by California Secretary of State

Entity Details			
Corporation Name	NCCHC Resources, Inc.		
Entity No.	6420881		
Formed In	ILLINOIS		
Street Address of Principal Office of Corporation			
Principal Address	1145 W. DIVERSEY PKWY CHICAGO, IL 60614		
Mailing Address of Corporation			
Mailing Address	1145 W. DIVERSEY PKWY CHICAGO, IL 60614		
Attention	Fred Meyer		
Street Address of California Office of Corporation			
Street Address of California Office	2108 N ST STE N SACRAMENTO, CA 95816		
Officers			
Officer Name	Officer Address	Position(s)	
Deborah Ross	1145 W. DIVERSEY PKWY CHICAGO, IL 60614	Chief Executive Officer	
Cheryl Giddens	1145 W. DIVERSEY PKWY CHICAGO, IL 60614	Chief Financial Officer	
✚ Jim Martin	1650 SE 17TH ST, SUITE 408 FT. LAUDERDALE, FL 33316	Secretary	
Additional Officers			
Officer Name	Officer Address	Position	Stated Position
None Entered			
Directors			
Director Name	Director Address		
None Entered			
The number of vacancies on Board of Directors is: 0			
Agent for Service of Process			
California Registered Corporate Agent (1505)	NORTHWEST REGISTERED AGENT, INC. Registered Corporate 1505 Agent		
Type of Business			
Type of Business	correctional health care consulting		
Email Notifications			
Opt-in Email Notifications	Yes, I opt-in to receive entity notifications via email.		
Labor Judgment			

Page 1 of 2

No Officer or Director of this Corporation has an outstanding final judgment issued by the Division of Labor Standards Enforcement or a court of law, for which no appeal therefrom is pending, for the violation of any wage order or provision of the Labor Code.	
Electronic Signature	
☒ By signing, I affirm that the information herein is true and correct and that I am authorized by California law to sign.	
Fred Meyer	07/28/2025
Signature	Date

B3889-0184 07/28/2025 1



Certificates of Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/8/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Plexus Groupe LLC 21805 W. Field Pkwy, Suite 300 23 24 COI Deer Park IL 60010	CONTACT NAME: Commercial Insurance PHONE (A/C, No, Ext): 847-307-6100 FAX (A/C, No): E-MAIL ADDRESS: commercial@plexusgroupe.com
INSURED National Commission on Correctional Health Care NCCHC Resources Inc 1145 W Diversey Pkwy Chicago IL 60614	INSURER(S) AFFORDING COVERAGE INSURER A: Federal Insurance Company INSURER B: Fortegra Specialty Insurance Company INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 728648931

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:		36029411	11/15/2025	11/15/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY		73606521	11/15/2025	11/15/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$		79887425	11/15/2025	11/15/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
A	☐ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	☐ Y ☒ N N/A	71749616	11/15/2025	11/15/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Cyber Liability		C4LPY054112CYBER2025	11/15/2025	11/15/2026	Aggregate Limit/Ded Per Occurrence Deductible \$5,000,000 \$5,000,000 \$25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate is issued as evidence of coverage.

CERTIFICATE HOLDER**CANCELLATION**

Evidence of Coverage	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/09/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Kamm Insurance Group 300 S Wacker Dr. Suite 1250 Chicago IL 60606		CONTACT NAME: Megan Medders PHONE (A/C No. Ext): (312) 263-3215 FAX (A/C No.): E-MAIL ADDRESS: Megan.Medders@relationinsurance.com	
INSURED Natl Commission on Correctional Health 1145 W. Diversey Parkway Chicago IL 60614		INSURER(S) AFFORDING COVERAGE INSURER A: ACE American Insurance Company NAIC # 22667 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 25/25 E&O **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER: AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y ☒ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPIOP AGG \$ COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Errors & Omissions Retroactive date- 3/24/2015			D97195481	04/24/2025	04/24/2026	Aggregate \$5,000,000 Each Claim \$5,000,000 Retention \$25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

For Informational Purposes Only	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Jon Cooper

CANCELLATION

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**Non-Discrimination Assurance**

NCCHC Resources Inc., its employees, and its affiliates, does not permit discrimination against any business, employee, applicant or client because of race, creed, color, disability, religion, sexual orientation, national ancestry, or origin. In addition, NCCHC Resources Inc. complies with all applicable requirements and provisions of the Americans with Disabilities Act (ADA).

Litigation Disclosure

NCCHC Resources Inc. and its key personnel have no pending or recent litigation with regards to any business matter. There are no outstanding issues that affect our ability to perform the proposed scope of work or to execute a contract with the Golden State Finance Authority or any of the regions or counties covered by this project.

Cost Proposal and Budget Detail

Please See Appendix C for the details pertaining to our cost proposal and project budget.

Subpoena and Legal Cooperation Clause

NCCHC Resources Inc. acknowledges that materials submitted in response to GSFA's RFP and other communications with GSFA may be subject to subpoena or public records requests. NCCHC Resources Inc. will cooperate with legal and compliance matters resulting from such actions.

Regulatory Compliance

For the duration of this contract, NCCHC Resources Inc. will comply with all applicable local, state, and federal laws and regulations, including the California Public Records Act.

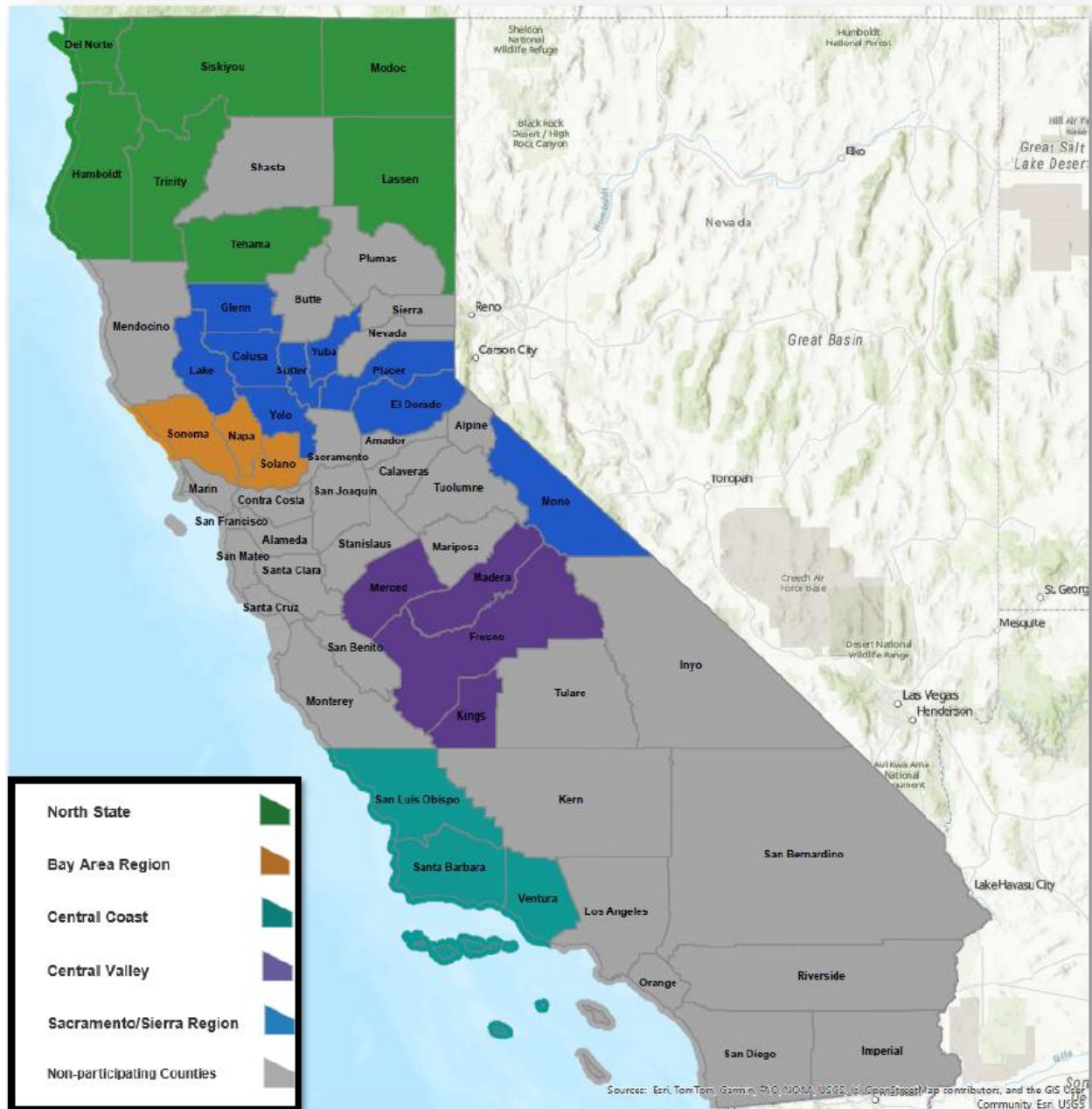
A handwritten signature in black ink, appearing to read 'Fred Meyer'.

By: _____
Fred Meyer, MA, CJM, CCHP
Managing Director

Date: _____
_12/12/2025_____

APPENDIX C: PRICING ASSUMPTIONS AND DETAILS

1. Regions covered by this project:





2. Facility specific data, based on public record research:

Golden State Finance Authority - Master Facility Information

County	Jail Facility	Street Address	NCCHC Accredited	ADP	Capacity	Annual Bkgs	Intake?	Medical Provider
North State Region	Lassen County Adult Detention Facility	1405 Sheriff Cady Lane Susanville, CA 96130	Yes	120	156	1,400	Yes	Wellpath
	Modoc County Jail	102 South Court Street Alturas, CA 96101	No	32	48		Yes	No Public Info
	Del Norte County Jail	650 Fifth Street Crescent City, CA 95531	No		145		Yes	
	Humboldt County Correctional Facility	901 Fifth Street Eureka, CA 95501	Withdrawn App 2021	400	417		Yes	Wellpath Med/County MH and SUD
	Trinity County Correctional Facility	701 Tom Bell Road Weaverville, CA 96093	Info Req CSSA 2025		53		Yes	No Public Info
	Tehama County Jail	502 Oak Street Red Bluff, CA 96080	No		227		Yes	Tehama County Health Services Agency
	Siskiyou County Jail	315 South Oregon Street, Yreka CA 96097	No	101	104		Yes	Siskiyou County
Sacramento Sierra Region	Monroe Detention Center	140A Tony Diaz Drive Woodland, CA 95776	No		452		Yes	Wellpath
	Sutter County Jail	1077 Civic Center Blvd Yuba City, CA 95992	No	300	356		Yes	
	Yuba County Jail	215 5th Street Marysville, CA 95901	Info Req 2025 CSSA		428		Yes	Correctional Health Partners
	Glenn County Jail	141 S Lassen Street Willows, CA 95988	No		140		Yes	Wellpath
	Colusa County Jail	929 Bridge Street Colusa, CA 95932	Applied 8/2025	53	92		Yes	County Services
	Lake County Jail	4913 Helbush Drive Lakeport, CA 95453	No		297	4,000	Yes	Wellpath
	South Placer County Jail	11801 Go For Broke Road Roseville, CA 95678	No		420		Yes	Wellpath
	Placer County Auburn Main Jail	2775 Richardson Drive Auburn, CA 95603	No		645		Yes	Wellpath
	El Dorado County Jail - Placerville	300 Form Road Placerville, CA 95567	No		303		Yes	
	El Dorado County Jail - South Lake Tahoe	1051 Al Tahoe Blvd South Lake Tahoe, CA 96159	No		158	4,560	Yes	
	Mono County Jail	49 Bryant Street Bridgeport, CA 93517	No	10	44		Yes	
Central Valley Region	Fresno County Jail	1225 M Street Fresno, CA 93721	Yes	2536	2427		Yes	Wellpath
	Madera County Jail	195 Tozer Street Madera, CA 93638	No	425	650		Yes	
	Merced County Main Jail	700 W 22nd Street Merced, CA 95317	No	200	225		Yes	Wellpath
	Merced County Correctional Center	2584 W Sandy Mush Road El Nido, CA 95341	Yes	375	564		No	Wellpath
	Kings County Jail	11570 Kings County Drive Hanford, CA 93230	Yes	422	576		Yes	Wellpath
Central Coast Region	San Luis Obispo County Jail	1585 Kansas Avenue San Luis Obispo, CA 93409	Yes	443	587	8,277	Yes	Wellpath
	Santa Barbara County North Jail	2301 Black Road Santa Maria, CA 93455	Application 2025	360	376	6,000	Yes	Wellpath
	Santa Barbara County Jail	4436 Calle Real Santa Barbara, CA 93110	Yes	448	819	7,500	Yes	Wellpath
	Ventura County Jail Pre-Trial Detention Facility	800 S Victoria Avenue Ventura, CA 93009	Yes	560	890	23,000	Yes	Wellpath
	Ventura County Jail Todd Road Facility	1600 Todd Road Santa Paula, CA 93060	Yes	573	796	n/a	No	Wellpath
Bay Area Region	Sonoma County Main Adult Detention Facility	2777 Ventura Avenue Santa Rosa, CA 95403	Yes	711	1413		Yes	Wellpath
	Sonoma County North Facility	2254 Ordinance Road Santa Rosa, CA 95403	Yes		559		No	Wellpath
	Napa County Department of Corrections	2210 Napa Valley Highway Napa, CA 94558	No		304		Yes	Contractor - Not Listed
	Solano County Detention Facility	2500 Claybank Road Fairfield, CA 94533	No		385		No	Wellpath
	Stanton Correctional Facility	2450 Claybank Road Fairfield, CA 94533	No		347		No	Wellpath
	Solano County Justice Center Detention Facility	1530 Union Avenue Fairfield, CA 94533	No		522		Yes	Wellpath



3. Pricing and Proposal Assumptions by Region:

North State Region

- Seven facilities within this region
- Site visit one facility per day
- Facility locations are spread out; projected two separate visits to cover region

Sacramento Sierra Region

- Eleven facilities in this region
- Site visit one facility per day
- Projected two separate visits to cover entire region

Central Valley Region

- Five facilities in this region
- Site visit one facility per day
- Projected one five-day trip for consulting team

Central Coast Region

- Five facilities in this region
- Site visit one facility per day
- Projected one five-day trip for consulting team

Bay Area Region

- Six facilities in this region
- Site visit one facility per day
- Projected one five-day trip for consulting team

ATTACHMENT C
North State Region Cost Allocation

North State Region – Selected Consultant: *NCCHC Resources Inc.*
Region Total: \$375,000

Participating Counties	Total County Population (Jan 2025) Pro-Rata Cost Allocation	Percent Total Project Cost for Designated Region
Del Norte	\$30,909.20	8.24%
Humboldt	\$155,823.42	41.55%
Lassen	\$33,438.39	8.92%
Modoc	\$10,411.36	2.78%
Siskiyou	\$50,433.56	13.45%
Tehama	\$75,487.91	20.13%
Trinity	\$18,496.15	4.93%
Total	\$375,000	100%



County of Del Norte Board of Supervisors

Board Report

AGENDA DATE: March 10, 2026

TO: Del Norte County Board of Supervisors

FROM: Lonnie Reyman, Chief Probation Officer
Probation

SUBJECT: Agreement for Placement of Juvenile Court Wards at Shasta County
Juvenile Rehabilitation Facility

RECOMMENDATION FOR BOARD ACTION:

Approve the Agreement for Placement of Juvenile Court Wards at Shasta County Juvenile Rehabilitation Facility as requested by the Chief Probation Officer.**

DISCUSSION/SUMMARY:

The Probation Department currently maintains a juvenile hall through contracts with Humboldt and Mendocino Counties pursuant to Welfare and Institutions Code Section 850 et seq. Although Humboldt is the primary facility used for detention for many reasons and the desired location for detaining youth, and Mendocino is the secondary, there are times when they are unable to hold a youth due to population, staffing, or other reasons. We have also maintained a contract with Shasta County for detention at their juvenile hall, the Juvenile Rehabilitation Facility (JRF), for many years. Given the numerous circumstances that could make detention in the Juvenile Halls of Humboldt and Mendocino counties impossible at any given time, backup contracts, such as the one we have had with Shasta for many years, are needed to ensure we have access to safe and appropriate detention facilities when needed. The specific contract with Shasta County also provides us with access to their River's Edge Academy and Secure Track Treatment Program, should we have young people who need those in-custody services.

The term of the existing contract is approaching its expiration, and I am requesting that the Board approve it once again. The only substantive change in the contract is a higher bed-day rate, which is commensurate with increasing detention costs across the state.

ALTERNATIVES:

Not approve the contract. We will continue to utilize the existing contract counties for detention and look for other counties to house our youth who have the ability and willingness to do so.

FINANCING:

Cost will be on an as-used basis per bed-day. General fund dollars have already been budgeted for this purpose.

OTHER AGENCY INVOLVEMENT:

STRATEGIC PLAN ALIGNMENT:

This Board of Supervisors' adopted Strategic Plan contains the following Focus Areas and Goals.

- Focus Area 1: County Staffing and Capacity (CSC)
- Focus Area 2: Infrastructure and Economic Development (IED)
- Focus Area 3: Law, Justice, and Homelessness (LJH)
- Focus Area 4: General Governance and Budget (GGB)

This item addresses the following Goals:

GGB-1: Maintain Core Service Levels

ATTACHMENTS:

1. 26.3.10_Del Norte-Shasta JRF Placement

APPROVALS:

Lonnie Reyman, Chief Probation Officer
Kylie Goughnour , Deputy Clerk of the Board

Approved - 3/2/2026
New -

**AGREEMENT BETWEEN THE COUNTY OF SHASTA AND THE COUNTY OF DEL
NORTE FOR PLACEMENT OF JUVENILE COURT WARDS
AT SHASTA COUNTY JUVENILE REHABILITATION FACILITY**

This agreement is entered into between the County of Shasta, a political subdivision of the State of California (“Shasta County”) and the County of Del Norte, a political subdivision of the State of California (“Placing County”) (“Shasta County” and “Placing County” are, collectively, the “Parties” and individually a “Party”) for the purpose of allowing Placing County to place wards of the juvenile court (“Placing County Ward”) in Shasta County’s Juvenile Rehabilitation Facility on a space-available basis.

Section 1. RESPONSIBILITIES OF PLACING COUNTY.

- A. Pursuant to the terms and conditions of this agreement, Placing County shall pay Shasta County one of the following bed rates:
 - 1. The sum of \$325.00 per day, or portion of the day, for each standard bed occupied by the Placing County Ward.
 - 2. The sum of \$456.00 per day, or portion of the day, for each River’s Edge Academy (REA) bed occupied by the Placing County Ward.
 - 3. The sum of \$780.00 per day, or portion of the day, for each Secure Track Treatment Program (STTP) bed occupied by the Placing County Ward
- B. In addition to the payment provided in Section 1.A., Placing County shall pay any and all costs associated with the placement of any Placing County Ward, including, but not limited to, the following:
 - 1. Costs of any hospital, medical, mental health or surgical care or treatment, including the costs of prescription medication;
 - 2. Costs of dental or orthodontic care;
 - 3. Costs of educational services not compensated for by the State of California;
 - 4. Costs of transportation and maintenance between Placing County and the Juvenile Rehabilitation Facility; and
 - 5. Any and all workers’ compensation costs for the Placing County Ward, should Placing County’s Ward file a workers’ compensation claim.
- C. Placing County shall be solely responsible for providing any and all legal services for the Placing County Ward and is solely responsible for any costs of legal services provided.

- D. In the event a petition for a writ of habeas corpus or similar proceeding is initiated by or on behalf of a Placing County Ward, Placing County shall defend said litigation.
- E. Placing County shall be responsible for providing Juvenile Court orders or other documentation authorizing the Placing County Ward to be housed in a Juvenile Detention Facility, and consent to medical treatment signed by a parent/legal guardian/Juvenile Court Judge authorizing Shasta County to provide medical treatment prior to placement.
- F. Placing County shall promptly remove any Placing County Ward upon request of Shasta County. Shasta County shall have sole discretion to request removal of any Placing County Ward. Upon decision to remove Placing County Ward, Shasta County shall notify Placing County by telephone and Placing County shall pick-up the Placing County Ward within five (5) working days of notification (or sooner if requested by Shasta County).

Section 2. RESPONSIBILITIES OF SHASTA COUNTY.

- A. Shasta County shall maintain and operate the Juvenile Rehabilitation Facility pursuant to Article 15 of Chapter 2 of Part I of Division 2 of the Welfare and Institutions Code.
- B. Except as provided in Section 2.C., accept Placing County Wards at Shasta County's sole discretion.
- C. Shasta County has developed and may, from time to time, modify its criteria for the acceptance of juvenile court wards. Shasta County reserves the right, at Shasta County's sole discretion, to reject or return any ward of Placing County who Shasta County determines is unfit for placement or continued placement at the Juvenile Rehabilitation Facility.

Section 3. SUBORDINATION OF THIS AGREEMENT TO THE FACILITY LEASE.

Notwithstanding anything in this agreement the parties agree: (i)(a) This agreement in all respects is subordinate and subject to the terms of the Indenture for the State Public Works Board of the State of California Lease Revenue Bonds 2023 Series C (Various Capital Projects) (the "Bonds"), and the Site Lease, the Facility Lease, and the Facility Sublease (including but not limited to, reletting rights) related to the Bonds that involve, or are executed by, the County of Shasta and any subsequent indenture or amended or restated site lease, facility lease, and facility sublease entered into to facilitate a refunding of the Bonds; (b) to the extent the Bonds are refunded, the foregoing subordination shall be self-executing and effective automatically without the requirement that any further agreement or confirmation be executed or delivered by Shasta County; provided, however, that upon written request from the State Public Works Board in connection with any State Public Works Board Financing, Shasta County shall execute such further writings as may be

reasonably required to separately document any such subordination; and (ii) This agreement is subject to review and written consent of the State Public Works Board and Department of Corrections and Rehabilitation (CDCR) prior to execution, as is any amendment or modification thereto; and (iii) shall be terminable by Shasta County, CDCR, or at the direction of the State Public Works Board upon thirty (30) days' written notice, without penalty or cause.

Section 4. COMPENSATION.

Placing County shall pay to Shasta County a maximum of \$200,000 for all reasonable and necessary costs in accordance with applicable circulars of the Office of Management and Budget ("OMB") of the Executive Office of the President of the United States, for satisfactorily providing services pursuant to this agreement. In no event shall the maximum amount payable under this agreement exceed \$200,000.

Section 5. BILLING AND PAYMENT.

Shasta County shall submit monthly a statement of services rendered to Placing County. Placing County shall make payment within 20 days of receipt of Shasta County's statement.

Section 6. TERM OF AGREEMENT.

The initial term of this agreement shall be for one year beginning as of the last date it has been signed by all Parties. The initial term of this agreement shall automatically renew for two additional one-year terms at the end of the initial term, under the same terms and conditions unless written notice of non-renewal is provided by either Party to the other Party at least 30 days prior to the expiration of the initial term or the then current term. Notwithstanding the foregoing, County shall not be obligated for payments hereunder for any future County fiscal year unless or until County's Board of Supervisors appropriates funds for this agreement in County's budget for that County fiscal year. In the event that funds are not appropriated for this agreement, then this agreement shall end as of June 30 of the last County fiscal year for which funds for this agreement were appropriated. For the purposes of this agreement, the County fiscal year commences on July 1 and ends on June 30 of the following year. County shall notify Placing County in writing of such non-appropriation at the earliest possible date.

Section 7. TERMINATION OF AGREEMENT.

- A. If either party materially fails to perform either parties' responsibilities under this agreement to the satisfaction of either party, or if either party fails to fulfill in a timely and professional manner its obligations under this agreement, or if either party violates any of the terms or provisions of this agreement, then the party not in breach of the agreement shall have the right to terminate this agreement for cause effective immediately upon giving written notice to the party in breach of the agreement. If termination for cause is given by Shasta County to Placing County

and it is later determined that Placing County was not in default or the default was excusable, then the notice of termination shall be deemed to have been given without cause pursuant to paragraph B of this section.

- B. Either party may terminate this agreement without cause on 30 days' written notice. Placing County shall pay Shasta County for all work satisfactorily completed up to the time the last of Placing County's ward is removed.
- C. Placing County may terminate this agreement immediately upon oral notice should funding cease or be materially decreased during the term of this agreement. In such event, Placing County shall immediately remove all wards placed with Shasta County and pay Shasta County for all work satisfactorily completed up to the time the last of Placing County's wards is removed.
- D. Shasta County's right to terminate this agreement may be exercised by its Chief Probation Officer.

Section 8. ENTIRE AGREEMENT; AMENDMENTS; HEADINGS.

- A. This agreement supersedes all previous agreements relating to the subject of this agreement and constitutes the entire understanding of the parties hereto. Placing County shall be entitled to no other benefits other than those specified herein. Placing County specifically acknowledges that in entering into and executing this agreement, Placing County relies solely upon the provisions contained in this agreement and no others.
- B. No changes, amendments or alterations shall be effective unless in writing and signed by both parties. However, minor amendments, including retroactive, that do not result in a substantial or functional change to the original intent of this agreement and do not cause an increase to the maximum amount payable under this agreement may be agreed to in writing between Placing County and the Chief Probation Officer, as long as the parties use the Shasta County's standard format amendment contained in the *Shasta County Contracts Manual* (Administrative Policy 6-101).
- C. The headings that appear in this agreement are for reference purposes only and shall not affect the meaning or construction of this agreement.
- D. If any ambiguity, inconsistency, or conflict exists or arises between the provisions of this agreement and the provisions of any of this agreement's exhibits or appendices, the provisions of this agreement shall govern.

Section 9. NON-ASSIGNMENT OF AGREEMENT; NON-WAIVER.

Placing County may not assign, transfer, delegate or sublet any interest herein without the prior written consent of Shasta County. The waiver by Shasta County of any breach of any requirement of this agreement shall not be deemed to be a waiver of any other breach.

Section 10. EMPLOYMENT STATUS.

Both parties shall, during the entire term of this agreement, be construed to be independent contractors, and nothing in this agreement is intended nor shall be construed to create an employer-employee relationship, a joint venture relationship, or to allow either party to exercise discretion or control over the professional manner in which the other party performs the work or services that are the subject matter of this agreement. Placing County shall not be eligible for coverage under Shasta County's workers' compensation insurance plan nor shall Placing County be eligible for any other Shasta County benefit.

Section 11. INDEMNIFICATION.

- A. Placing County acknowledges that each Placing County Ward has been determined to be delinquent and that Shasta County cannot guarantee the safety of Placing County Wards. Placing County acknowledges this risk and shall defend, hold harmless, and indemnify Shasta County, its elected officials, officers, employees, agents, and volunteers against all claims, suits, actions, costs, expenses (including but not limited to reasonable attorney's fees of County Counsel and counsel retained by County, expert fees, litigation costs, and investigation costs), damages, judgments, or decrees by reason of any person's or persons' injury, including death, or property (including property of Shasta County) being damaged by the negligent acts, willful acts, or errors or omissions of the Placing County, Placing County Ward or any of Placing County's subcontractors, any person employed under Placing County, or under any subcontractor, or in any capacity during the progress of the work or the provision of services pursuant to this agreement, except when the injury or loss is caused by the sole negligence or intentional wrongdoing of Shasta County.
- B. Shasta County shall defend, hold harmless and indemnify Placing County, its elected officials, officers, employees, agents and volunteers against all claims, suits, actions, costs, expenses (including but not limited to reasonable attorney's fees of Placing County, expert fees, litigation costs, and investigation costs), damages, judgments or decrees by reason of any person's or persons' bodily injury, including death, or property (including property of Placing County) being damaged by the negligent acts, willful acts, or errors or omissions of Shasta County or any of Shasta County's subcontractors, any person employed under Shasta County, or under any subcontractor, or in any capacity during the progress of the work, except when the injury or loss is caused by the sole negligence or intentional wrongdoing of Placing County.

Section 12. INSURANCE.

Placing County and Shasta County shall each secure and maintain in full force and effect

during the full term of this agreement commercial general liability and workers' compensation insurance or participation in a self-insurance program, including coverage for owned and non-owned automobiles with limits of liability of not less than \$2 million combined single limit bodily injury and property damage. Policies shall be written by carriers reasonably satisfactory to each party. On request, a certificate evidencing the insurance requirements of this paragraph shall be provided.

Section 13. NOTICE OF CLAIM/APPLICABLE LAW/VENUE.

- A. If any claim for damages is filed with Placing County or if any lawsuit is instituted concerning Placing County's performance under this agreement and that in any way, directly or indirectly, contingently or otherwise, affects or might reasonable affect Shasta County, Placing County shall give prompt and timely notice thereof to Shasta County. Notice shall be prompt and timely if given within 30 days following the date of receipt of a claim or 10 days following the date of service of process of a lawsuit.
- B. Any dispute between the parties, and the interpretation of this agreement, shall be governed by the laws of the State of California. Any litigation shall be venued in Shasta County.

Section 14. COMPLIANCE WITH LAWS; NON-DISCRIMINATION.

- A. The parties will observe and comply with all applicable federal, state and local laws, ordinances and codes that relate to the work or services to be provided pursuant to this agreement.
- B. The parties will not discriminate in employment practices or in the delivery of services on the basis of race, color, creed, religion, national origin, sex, age, marital status, sexual orientation, medical condition (including cancer, HIV and AIDS) physical or mental disability or use of family care leave.
- C. Placing County represents that Placing County is in compliance with and agrees that Placing County shall continue to comply with the Americans with Disabilities Act of 1990 (42 U.S.C. sections 12101, *et seq.*), the Fair Employment and Housing Act (Government Code sections 12900, *et seq.*), and regulations and guidelines issued pursuant thereto. Furthermore, where applicable, Placing County represents and warrants all websites created for County, or used by Placing County to provide services pursuant to this agreement shall comply with the Americans with Disabilities Act of 1990 and shall specifically conform to the Web Content Accessibility Guidelines found at www.w3.org.7., and comply with section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d), Subpart B, 1194.22.
- D. In addition to any other provisions of this agreement, Placing County shall be solely responsible for any and all damages caused, and/or penalties levied, as the result of Placing County's noncompliance with the provisions of this section.

Section 15. ACCESS TO RECORDS/RETENTION.

County, federal and state officials shall have access to any books, documents, papers and records of the parties that are directly pertinent to the subject matter of this agreement for the purpose of auditing or examining the activities of Shasta County or Placing County. Except where longer retention is required by federal or state law, the parties shall maintain all records for five years after Shasta County receives final payment hereunder. This provision shall survive the termination, expiration, or cancellation of this agreement.

Section 16. CONFLICTS OF INTEREST.

Placing County and Placing County's officers and employees shall not have a financial interest, or acquire any financial interest, direct or indirect, in any business, property or source of income that could be financially affected by or otherwise conflict in any manner or degree with the performance of work or services required under this agreement.

Section 17. NOTICES.

- A. Except as provided in section 7.C. of this agreement (oral notice of termination due to insufficient funding), any notice required to be given pursuant to the terms and provisions of this agreement shall be given to the appropriate Party at the address specified below or at such other address as the Party shall specify in writing. Such notice shall be deemed given: (1) upon personal delivery; or (2) if sent by first class mail, postage prepaid, two days after the date of mailing.

If to Shasta County: Shasta County Probation Department
Attn: Chief Probation Officer
2684 Radio Lane
Redding, CA 96001
Phone (530) 245-6200

If to Placing County: Del Norte County Probation Department
Attn: Chief Probation Officer
450 H Street #202
Crescent City, CA 95531
Phone: (707) 464-7215
Fax: (707)465-0302

- B. Written notice shall be deemed to be effective two days after mailing. Any oral notice authorized by this agreement shall be deemed to be effective immediately.
- C. Unless otherwise stated in this agreement, any written or oral notices on behalf of Shasta County as provided for in the agreement may be executed and/or exercised

by the Shasta County Chief Probation Officer or their designee.

Section 18. AGREEMENT PREPARATION.

It is agreed and understood by the parties this agreement has been arrived at through negotiation and that neither party is to be deemed the party which created any uncertainty in this agreement within the meaning of Civil Code section 1654.

Section 19. CONFIDENTIALITY.

During the term of this agreement, both parties may have access to information that is confidential or proprietary in nature. Both parties agree to preserve the confidentiality of and to not disclose any such information to any third party without the express written consent of the other party or as required by law. This provision shall survive the termination, expiration, or cancellation of the agreement.

Section 20. SEVERABILITY.

If any portion of this agreement or application thereof to any person or circumstance is declared invalid by a court of competent jurisdiction or if it is found in contravention of any federal or state statute or regulation or County ordinance, the remaining provisions of this agreement, or the application thereof, shall not be invalidated thereby and shall remain in full force and effect to the extent that the provisions of this agreement are severable.

Section 21. COUNTERPARTS/ELECTRONIC, FACSIMILE, AND PDF SIGNATURES.

This agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each Party of this agreement agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act ("CUETA") Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this agreement. The Parties further agree that the electronic signatures of the Parties included in this agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among Parties in California, including a government agency. Digital signature means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the Parties. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (h) of Section 1633.2 of the Civil Code. Facsimile signatures or signatures transmitted via pdf document shall be treated as originals for all purposes.

CONSENT AND APPROVAL

By _____
Koreen H. van Ravenhorst, Deputy Director

Date

By _____
Michelle Weaver, Deputy Director

Date



County of Del Norte Board of Supervisors

Board Report

AGENDA DATE: March 10, 2026

TO: Del Norte County Board of Supervisors

FROM: Garrett Scott, Sheriff-Coroner
Sheriff's Office

SUBJECT:

RECOMMENDATION FOR BOARD ACTION:

Approve and adopt Budget Transfer #02-04 in the amount of \$4,000.00 (Four Thousand dollars) within the Sheriff Coroner's Budget to allow for the transfer of funds based on approved funds from participation in VA research project for procurement of equipment for the coroner's van, as requested by the Sheriff-Coroner.**

DISCUSSION/SUMMARY:

Due to the current need to utilize autopsy services outside the area, gurneys are needed for the coroner's van. The funds from participation by the coroner's office in this university study will allow the department to purchase much needed equipment.

ALTERNATIVES:

Not participate in the study and return funding.

FINANCING:

OTHER AGENCY INVOLVEMENT:

STRATEGIC PLAN ALIGNMENT:

This Board of Supervisors' adopted Strategic Plan contains the following Focus Areas and Goals.

- Focus Area 1: County Staffing and Capacity (CSC)
- Focus Area 2: Infrastructure and Economic Development (IED)
- Focus Area 3: Law, Justice, and Homelessness (LJH)
- Focus Area 4: General Governance and Budget (GGB)

This item addresses the following Goals:

GGB-1: Maintain Core Service Levels

ATTACHMENTS:

1. BT #02-04 \$4,000.00 S.O.

APPROVALS:

Garrett Scott, Sheriff-Coroner
Auditors Office, Accountant-Auditor
Clinton Schaad, Auditor-Controller
Neal Lopez, County Administrative Officer
Kylie Goughnour , Deputy Clerk of the Board

Approved - 3/2/2026
Approved - 3/2/2026
Approved - 3/2/2026
Approved - 3/3/2026
New -

Del Norte County Budget Transfer Request

FEB 27 2026

Department Name	Fund	Dept.	Line Item	Description	Budget Transfer Amount(s)	
					Reduce Expenditures or Increase Revenue	Increase Expenditures or Reduce Revenue
Sheriff	101	254	91120	Misc Rev/Reimb	\$ 4,000	
Sheriff	101	254	20270	Minor Equipment - small tools		\$ 4,000
Department complete and send to Auditor's Office for transfer number before sending to CAO. Round amounts up to whole dollars.					Total Amounts	
					\$ 4,000	\$ 4,000

Department Justification - Include cover letter that addresses the following: 1) Reason for request; 2) Why sufficient balances exist to finance transfer; 3) Why request can't be delayed to next budget year.


 Department Head Signature _____ Date 2/26/26

Auditor's Office: Sufficient balances exist per above
 (Under \$100 Auditor's Office approves)


 Deputy Auditor-Controller _____ Date 3/2/26

TR No. _____ Budget Revision No. BT 2-04 MF
☒ Includes Revenue Appropriation ☒ Requires 4/5ths Vote

County Administrative Officer:
 (Under \$10,000 - CAO approves)

Recommendation: Approve _____
 Deny _____
 Submit for Board approval ☒

 County Administrative Officer _____ Date 03-03-26

Passed by Board of Supervisors of Del Norte County on _____

Ayes:

Noes:

Absent:

Attest: Clerk of the Board

By: _____

 Chairperson
 Board of Supervisors



County of Del Norte Board of Supervisors

Board Report

AGENDA DATE: March 10, 2026

TO: Del Norte County Board of Supervisors

FROM: Randy Hooper, Assistant County Administrative Officer
Administration

SUBJECT: FY 27 CDS Funding / EOC Project

RECOMMENDATION FOR BOARD ACTION:

Receive update on potential FY 27 Congressionally Directed Spending (CDS) project for Del Norte County Emergency Operations Center, as requested by the Assistant CAO**

DISCUSSION/SUMMARY:

For a number of years, the County has expressed interest in identifying a suitable, dedicated location for the Del Norte County Operational Area Emergency Operations Center (EOC). Currently, when activated during disaster events, the Crescent City Fire and Rescue station on Washington Boulevard is repurposed to serve as the EOC. While functional, the facility is not ideal due to space limitations and the operational needs of the various sections that must function within an activated EOC. Additionally, full-scale EOC activation results in the displacement of Crescent City Fire personnel from their primary station, as occurred during the 2011 tsunami and the 2023 Smith River Complex Fire.

Each year, as part of the federal appropriations process, Members of Congress may request direct funding allocations in the federal budget for specific community projects. These allocations, commonly referred to as "earmarks" or Congressionally Directed Spending (CDS), have in recent years provided meaningful investment in Del Norte County infrastructure. The County has successfully secured federal earmarks for the remodel of the Del Norte County Jail (\$3.1 million, FY 2022), improvements to the Sheriff's Office dispatch equipment and records management systems (\$550,000, FY 2023), improvements to Pyke Field (\$500,000, FY 2024), and the Veterans Memorial Hall renovation (\$1.5 million, FY 2026).

Staff is providing this update regarding a potential FY 2027 Congressional Directed Spending request to support development of a Primary Emergency Operations Center within existing County-owned space at the Manual Arts Building on the County's Flynn Administrative Center campus. The concept under evaluation would convert vacant second-floor space, including the former gymnasium area, into a hardened, purpose-built EOC capable of supporting full Operational Area activation during disasters. The facility would also permanently house the County's Office of Emergency Services (OES) and incorporate resilient emergency

communications infrastructure necessary to support unified command, multi-agency coordination, and sustained disaster response operations.

Del Norte County is among the most tsunami-prone communities on the West Coast. The 1964 tsunami caused significant devastation in Crescent City, and subsequent tsunami events and near activations underscore the County's continued exposure to coastal hazards. A Cascadia Subduction Zone earthquake would require immediate and sustained Operational Area activation and coordinated multi-agency response. At present, the County does not have a purpose-built Primary Emergency Operations Center designed to meet modern FEMA standards for resilience, coordination, and sustained disaster response. The proposed project is intended to address that gap by establishing a dedicated facility capable of supporting emergency preparedness, operational coordination, and disaster response functions within the Del Norte County Operational Area.

On February 19, 2026, staff submitted a formal eligibility request to the California Governor's Office of Emergency Services (Cal OES) seeking confirmation that the project aligns with FEMA Emergency Operations Center program authorities for purposes of a potential FY 2027 Congressional Directed Spending request. Staff is awaiting confirmation from Cal OES and will continue coordinating with the County's federal advocacy team regarding FY 2027 CDS submission timelines and requirements.

The current total estimated project cost is approximately \$3,125,000. Staff anticipates requesting \$2,000,000 in federal participation through the CDS process, with the balance to be addressed through local funding sources should the project advance. The proposed implementation schedule is structured so that major construction expenditures would not be incurred until a formal federal grant agreement is executed, recognizing that FY 2027 federal funds, if appropriated, may not be obligated until mid-to-late 2027 or later.

There is no immediate fiscal impact associated with this informational update. Should federal funding be secured, staff will return to the Board with any necessary budget actions, grant acceptance items, or related approvals. Staff will continue to pursue this funding opportunity and will provide additional updates to the Board as new information becomes available.

ALTERNATIVES:

None (no action necessary)

FINANCING:

Not applicable at this time. This project may require future designation of capital improvement funds.

OTHER AGENCY INVOLVEMENT:

Cal OES; Offices of Senators Alex Padilla and Adam Schiff and Representative Jared Huffman.

STRATEGIC PLAN ALIGNMENT:

This Board of Supervisors' adopted Strategic Plan contains the following Focus Areas and

Goals.

- Focus Area 1: County Staffing and Capacity (CSC)
- Focus Area 2: Infrastructure and Economic Development (IED)
- Focus Area 3: Law, Justice, and Homelessness (LJH)
- Focus Area 4: General Governance and Budget (GGB)

This item addresses the following Goals:

- IED-3: Improve Aesthetics of County Owned Property and Facilities
- IED-1: Maintain or Improve County Facilities and Infrastructure
- GGB-1: Maintain Core Service Levels

ATTACHMENTS:

1. 2026-02-27 CDS Request - signed
2. 2026-02-19 Cal OES Project Eligibility Request

APPROVALS:

Neal Lopez, County Administrative Officer
Kylie Goughnour , Deputy Clerk of the Board

Approved - 3/3/2026
New -



County of Del Norte
Board of Supervisors
981 "H" Street, Ste. 200
Crescent City, California 95531

Phone
(707) 464-7204

Fax
(707) 464-1165

February 27, 2026

Senator Alex Padilla
331 Hart Senate Office Building
Washington, DC 20510

Senator Adam Schiff
112 Hart Senate Office Building
Washington, DC 20510

Representative Jared Huffman
2330 Rayburn House Office Building
Washington, DC 20515

Dear Senator Padilla, Senator Schiff, and Representative Huffman,

On behalf of the Del Norte County Board of Supervisors, I write to seek your support of a Community Project Funding request. We request \$2,000,000 from the Fiscal Year 2027 Department of Homeland Security Appropriations bill, Emergency Operations Center account, to establish a dedicated Primary Emergency Operations Center (EOC) and Public Safety Communications Facility within County-owned space in Crescent City. This project will strengthen disaster preparedness, operational coordination, and emergency response capability in one of California's most hazard-exposed coastal communities.

As you know, Del Norte County is among the most tsunami-prone jurisdictions on the West Coast. The 1964 tsunami caused catastrophic damage to Crescent City, and the County's position along the Cascadia Subduction Zone means the threat of a major seismic and tsunami event remains ever-present. A Cascadia Subduction Zone earthquake would require immediate, sustained Operational Area activation and multi-agency coordination across a geographically isolated region that cannot rely on neighboring jurisdictions for rapid mutual aid. Despite these extraordinary hazards, Del Norte County currently lacks a purpose-built Primary EOC capable of supporting that level of response. The County is also highly susceptible to wildfires and other natural hazards, compounding the urgency of this infrastructure need.

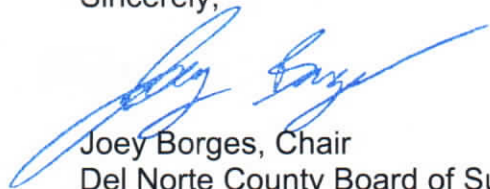
The proposed EOC will be developed within existing County-owned space in Crescent City, converting a former gymnasium into a hardened, fully operational emergency management facility. The project includes structural improvements and seismic upgrades to meet current building standards, interior buildout of an EOC operations floor with approximately 20 to 25 workstations, electrical system upgrades and emergency lighting, HVAC improvements to support continuous operations, installation of communications consoles and interoperability hardware, secure data cabling and fiber connectivity, audio-visual incident management systems, and ADA accessibility improvements throughout. The facility will serve as the County's primary hub for coordinating with Cal OES, FEMA, and regional operational area partners during declared emergencies and major disasters.

The total project cost is \$3,125,000. The federal request of \$2,000,000 will be matched by \$1,125,000 in Del Norte County General Fund and Capital Improvement funds, demonstrating a strong local commitment to project completion. The budget allocates \$1,950,000 for construction and facility buildout, \$475,000 for emergency communications infrastructure, \$400,000 for ADA and accessibility improvements, and \$300,000 for design, engineering, and project management. The County will complete preliminary engineering, environmental review, and grant agreement preparation in advance of award, with construction and systems integration estimated to be completed within 18 to 24 months of federal grant execution.

Establishing a dedicated, purpose-built EOC directly aligns with FEMA's statutory mission to support state and local emergency preparedness, coordination, and disaster response infrastructure. This project strengthens disaster response capacity within California's Coastal Mutual Aid Region II, protects critical coastal infrastructure and transportation corridors, and enhances statewide emergency management integration—benefits that extend well beyond Del Norte County to the broader congressional district. As a geographically isolated rural county with limited local fiscal capacity, Del Norte cannot build this critical infrastructure without federal partnership. This investment is prudent, cost-effective, and essential to ensuring our community can effectively respond when the next major disaster strikes.

Thank you for your consideration of our request. We appreciate your support and look forward to discussing this project with you in more detail.

Sincerely,



Joey Borges, Chair
Del Norte County Board of Supervisors



County of Del Norte
County Administrative Office
981 "H" Street, Ste. 210
Crescent City, California 95531

Phone
(707) 464-7214

Fax
(707) 464-1165

February 19, 2026

California Governor's Office of Emergency Services
Policy Mailbox / Transmitted electronically to: Policy@caloes.ca.gov

**Re: Request for Eligibility Confirmation FY 2027 Congressional Directed Spending
Del Norte County Emergency Operations Center and Public Safety Answering
Point (PSAP)**

Dear Policy Team:

Del Norte County respectfully requests written confirmation from the California Governor's Office of Emergency Services (Cal OES) regarding the eligibility of a proposed County project under the U.S. Department of Homeland Security (DHS) Federal Emergency Management Agency (FEMA) Emergency Operations Center (EOC) program for purposes of a potential FY 2027 Congressional Directed Spending request.

Del Norte County is evaluating the development of an Emergency Operations Center within existing vacant space on the second floor of the County-owned "Manual Arts Building", located on the Flynn Administrative Center Campus in Crescent City. The project would establish a dedicated, hardened EOC facility capable of supporting full Operational Area activation during disasters.

Del Norte County is among the most tsunami-prone communities on the West Coast. The 1964 tsunami caused significant devastation within Del Norte County, and subsequent tsunami events and near activations underscore the County's continued exposure. A Cascadia Subduction Zone earthquake will require immediate and sustained activation of the Operational Area Emergency Operations Center (OA EOC) for multi-agency coordination with unified command.

The proposed project would:

- Establish a fully functional Primary Emergency Operations Center capable of supporting multi-agency coordination and Operational Area activation;
- Permanently house the County's Office of Emergency Services to enhance year-round preparedness, planning, training, and disaster response capacity;

- Integrate resilient emergency communications capability necessary to support incident command and response operations; and
- Implement structural, seismic, and accessibility improvements necessary to meet FEMA EOC standards and ensure facility resilience.

The purpose of the project is to strengthen disaster preparedness, operational coordination, and emergency response capability within the Del Norte County Operational Area, while mitigating documented coastal hazard exposure.

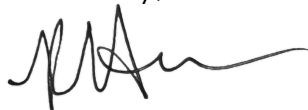
At this stage, the County seeks Cal OES confirmation that a project of this nature, specifically involving the establishment of a OA EOC and PSAP, would be considered eligible in concept under FEMA EOC program for purposes of the DHS Congressional Directed Spending opportunity, assuming all applicable programmatic, environmental, and compliance requirements are satisfied.

We understand that formal eligibility determinations occur through established program processes and that any future funding would be subject to federal requirements. However, for purposes of Congressional consideration of a potential FY 2027 request, we are seeking confirmation that the proposed project aligns with FEMA's eligible EOC activity categories.

Additional details relating to this request are included with this letter.

Thank you for your continued partnership in strengthening emergency preparedness and response capacity in California's coastal Operational Areas.

Sincerely,



Randy Hooper
Assistant CAO/Assistant Director of OES

eCC: resilientca@caloes.ca.gov

Samantha Karges, Senior Emergency Services Coordinator, Coastal Region
Garrett Scott, Del Norte County Sheriff-Coroner
Neal Lopez, CAO/Director of OES, Del Norte County
Deborah Otenburg, Emergency Services Manager, Del Norte County
Greg Burns, Thorn Run Partners

FY27 CONGRESSIONALLY DIRECTED SPENDING REQUEST DEL NORTE COUNTY

Project Name

Del Norte County Emergency Operations Center and Public Safety Communications Facility

Brief Description of the Project

Del Norte County seeks federal partnership to establish an Emergency Operations Center (EOC) within existing County-owned space in Crescent City to strengthen disaster preparedness, operational coordination, and emergency response capability in one of California's most tsunami-prone coastal jurisdictions.

Federal Funding Request

\$2,000,000

Total Cost of the Project

\$3,125,000

Detailed Project Budget

Construction and Buildout – \$1,950,000

- Structural improvements and reinforcement
- Seismic upgrades to meet current building standards
- Interior buildout of former gymnasium space into EOC operations floor
- Installation of modular workstations (approx. 20–25 positions)
- Electrical system upgrades and panel modifications
- Emergency lighting systems
- Interior partition construction
- HVAC improvements to support continuous operations

Emergency Communications Infrastructure – \$475,000

- EOC communications consoles and integration hardware
- Secure data cabling and fiber connectivity
- Audio/visual incident management systems
- Backup radio interoperability equipment
- Dispatch support connectivity infrastructure

ADA and Accessibility Improvements – \$400,000

- Elevator compliance upgrades (if applicable)
- Restroom accessibility upgrades
- Path of travel compliance
- Exterior access modifications

Design, Engineering & Project Management – \$300,000

Total Estimated Project Cost: \$3,125,000

Federal CDS Request: \$2,000,000
Local Contribution: \$1,125,000 (anticipated)

Budget / Existing Resources

- Federal Congressional Directed Spending (DHS/FEMA EOC Account): \$2,000,000
- Del Norte County General Fund / Capital Improvement Funds: \$1,125,000

The County will commit local capital funds to ensure full project completion.

Timeline of Project Implementation

The County understands that FY27 Congressional Directed Spending funds, if appropriated, may not be obligated until mid-to-late 2027 or later. The project schedule is structured to ensure that major construction expenditures are not incurred until a formal grant agreement is executed.

Pre-Award (County Risk – Limited Activities Only)

Phase 0 – Pre-design, environmental, and grant agreement

Mid-Late 2026 through 2027

- Complete preliminary engineering/design and cost refinement
- Conduct any required environmental or historical review
- Submit all necessary documents for grant agreement

Post-Award (Upon Execution of Federal Grant Agreement)

Phase I – Final Design and Procurement

Estimated 3–4 months following grant execution

- Finalize design and architectural programming
- Prepare bid-ready construction documents (if appropriate)
- Release bid documents
- Conduct competitive procurement
- Award construction contract

Phase II – Construction and Buildout

Estimated 9–12 months

- Structural and seismic upgrades
- Interior buildout of EOC operations floor
- Installation of communications and interoperability systems
- ADA compliance improvements

Phase III – Systems Integration and Commissioning

Estimated 2–3 months

- Equipment installation and testing
- Operational readiness exercises
- EOC activation certification

Estimated Project Completion: Approximately 18–24 months following execution of a federal grant agreement.

Potential Extenuating Circumstances

- Federal appropriations timing
- Construction material supply delays
- Required environmental or historical compliance review
- Seismic upgrade design adjustments

The County will mitigate delay risk through early design completion and procurement planning.

Reduced Funding Scenario

If less than \$2,000,000 is awarded:

- The County will phase implementation, prioritizing structural upgrades and core EOC operations floor development.
- Communications system enhancements may be scaled or phased using local funding or subsequent grant applications.
- The County remains committed to full project completion.

Needs Statement

Del Norte County is among the most tsunami-prone communities on the West Coast. The 1964 tsunami caused significant devastation in Crescent City, and subsequent events have underscored the County's continued exposure to coastal hazards.

A Cascadia Subduction Zone earthquake would require immediate and sustained Operational Area activation and multi-agency coordination. Del Norte County currently lacks a purpose-built Primary Emergency Operations Center capable of supporting that level of response. Establishing a dedicated Primary EOC directly aligns with FEMA's statutory mission to support state and local emergency preparedness, coordination, and disaster response infrastructure.

As a geographically isolated rural county, Del Norte cannot rely on neighboring jurisdictions for immediate operational support during catastrophic events. A hardened, dedicated EOC facility is essential to ensuring coordinated disaster response, resource management, and communication with Cal OES and FEMA.

This project represents a prudent, cost-effective investment in disaster preparedness, coordination, and response infrastructure.

Importance to the State and Congressional District

This project strengthens disaster response capacity in California's Coastal Mutual Aid Region II and enhances statewide emergency management integration.

Del Norte County's vulnerability to tsunami and Cascadia hazards as well as wildfires, places it among the highest-risk coastal jurisdictions in the state. Ensuring Operational Area readiness protects not only local residents but also critical coastal infrastructure, transportation corridors, and regional public safety systems within the congressional district.

Website

Del Norte County <https://www.co.del-norte.ca.us/>

Del Norte OES <https://www.preparedelnorte.com/>

Partnering and Supporting Entities

Anticipated Letters of Support From:

- Senator Mike McGuire, State of California
- Assemblymember Chris Rogers, State of California
- Del Norte County Sheriff-Coroner Garrett Scott
- City of Crescent City, City Council
- Operational Area partners

The Del Norte County Board of Supervisors will supply letters of support or formal resolutions as required.

901 10th St

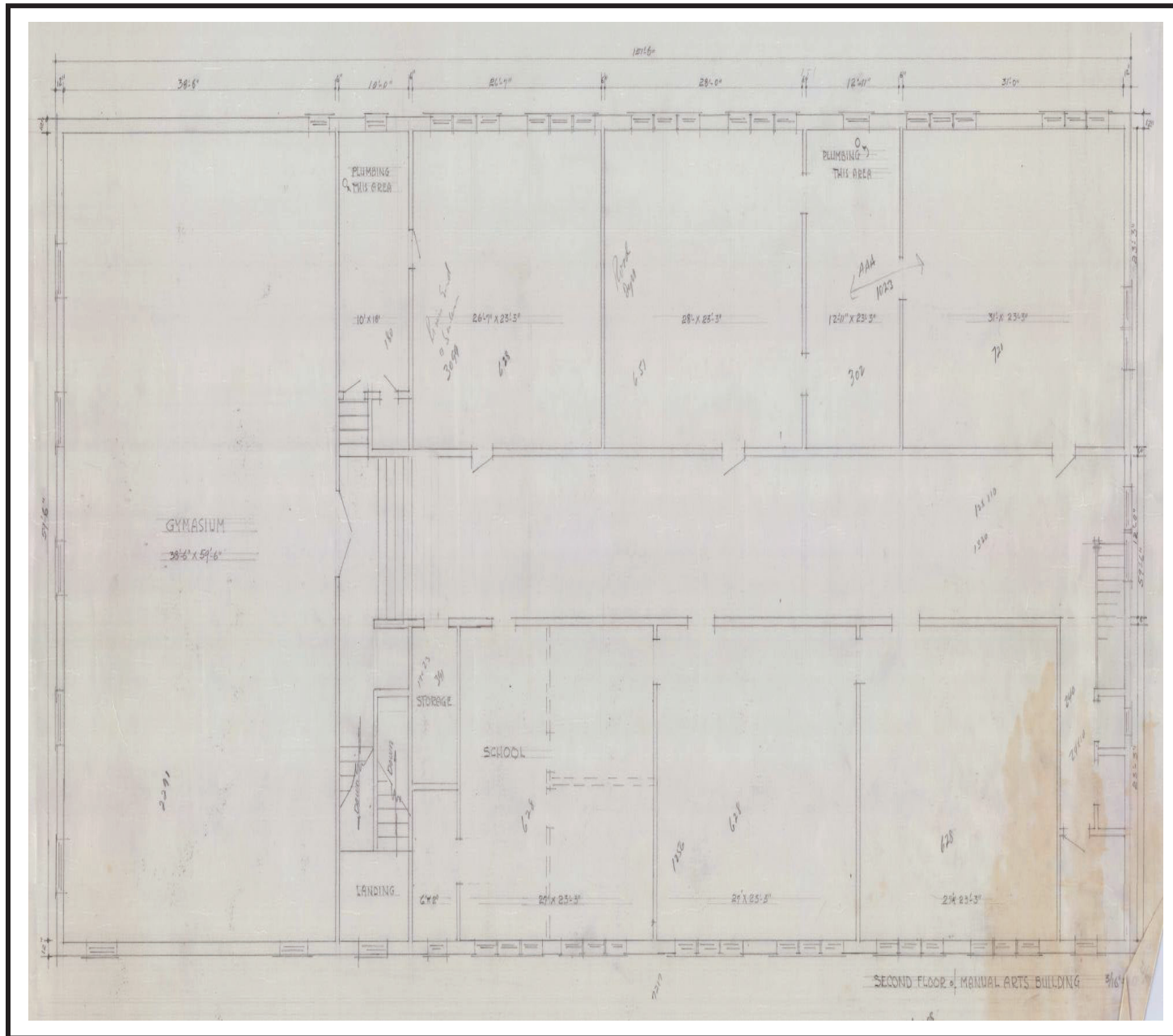
Crescent City, California

Google Street View

Jul 2025 [See more dates](#)



Existing floor plan of space to be re-developed





County of Del Norte
Board of Supervisors
981 "H" Street, Ste. 200
Crescent City, California 95531

Phone
(707) 464-7204

Fax
(707) 464-1165

Honorable [Author Name]
California State Legislature
[Capitol Address]

March 10, 2026

**Re: Letter of Support and Request to Co-Sponsor Proposed Coastal Act Legislation
Related to Farmworker Housing**

Dear [Senator/Assemblymember] [Last Name]:

On behalf of the Del Norte County Board of Supervisors, I am writing to express the County's formal support for, and request to co-sponsor, proposed legislation requested by the Marin County Board of Supervisors to amend the California Coastal Act to clarify and facilitate the development of farmworker housing in coastal agricultural areas.

The proposed amendment would provide limited and targeted statutory authority for local governments, through their certified Local Coastal Programs, to permit housing necessary to support the agricultural workforce while preserving the fundamental structure, protections, and local implementation framework of the Coastal Act. Importantly, the proposal maintains that any such housing be reserved exclusively for farmworkers and their families and be sited in a manner that minimizes impacts to agricultural lands and coastal resources.

Del Norte County recognizes that coastal agriculture remains a critical component of the local and regional economy. In many coastal communities, the lack of adequate and attainable housing for farmworkers presents an ongoing challenge to agricultural viability. Clarifying the Coastal Act to explicitly recognize farmworker housing as compatible with agricultural use, when thoughtfully planned and locally reviewed, would provide coastal jurisdictions with clearer legal guidance while maintaining appropriate environmental and land use safeguards.

This proposal does not override certified Local Coastal Programs, alter local zoning authority, or provide ministerial approval for development. Rather, it preserves local discretion and Coastal Act consistency while addressing a long-standing statutory gap that has constrained local governments' ability to respond to documented housing needs for the agricultural workforce.

For these reasons, the Del Norte County Board of Supervisors respectfully supports this proposed Coastal Act amendment and requests to be included as a co-sponsor of the legislation as it moves forward.

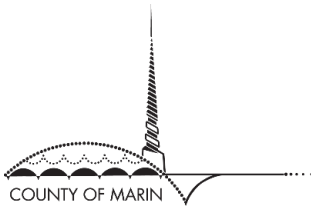
Thank you for your consideration and continued leadership on issues affecting California's coastal and agricultural communities. Please do not hesitate to contact our office if you have any questions or would like additional information.

Sincerely,

Joey Borges, Chair
Del Norte County Board of Supervisors

cc: Marin County Board of Supervisors
Karen Lange, SYASL

DRAFT



Talia Smith

Talia.Smith@marincounty.gov

Sophie Helpard

Sophie.Helpard@marincounty.gov

Proposed additions to the Public Resource Code PRC §30242.5

*"Lands suitable for agricultural use may be converted for the purpose of providing **housing for farmworkers** necessary for the continued agricultural viability of local farming or ranching operations, including workers employed in the regional agricultural economy."*

*"Any housing built... shall be **maintained exclusively for occupancy by farmworkers and their families.**"*

"Farmworker housing... shall be sited to minimize the construction of new roads and shall be clustered with existing structures to the maximum extent feasible."

Addressing Farmworker Housing in Coastal Agriculture

TARGETED COASTAL ACT AMENDMENT WOULD GIVE LOCAL GOVERNMENTS KEY TOOL TO PROTECT COASTAL AGRICULTURE

The Coastal Act of 1976 establishes a comprehensive framework for protecting coastal resources while guiding development in the coastal zone. To balance environmental stewardship, economic activity, and community needs, **protected coastal resources** include:

- **Agricultural lands**
 - Public access and recreation
 - Marine and coastal habitat resources
 - Water quality and coastal waters
 - Scenic and visual resources
 - Coastal-dependent and visitor-serving uses
 - Coastal-dependent industrial uses

Local Coastal Programs (LCPs)

The Coastal Act sets the broad, statewide policy framework for the coastal zone. Local governments implement those priorities through detailed, locally tailored policies in their Local Coastal Programs (LCPs), which are approved by the Coastal Commission. The zoning and land use standards in LCPs guide development to advance the statewide policies of the Coastal Act in a manner that also reflects local land use conditions and constraints.

Agricultural housing

While **agriculture is explicitly protected** in the Coastal Act, **housing that is essential for the workforce** that sustains it is **not**.

This gap creates legal and planning challenges. Local governments that attempt to streamline agricultural worker housing face litigation risk, because LCP policies that support farmworker housing may be challenged as inconsistent with Coastal Act agriculture protections. Without explicit recognition in the Coastal Act, farmworker housing essential to agricultural viability remains vulnerable – even when locally supported and thoughtfully planned. This constrains coastal communities in addressing severe local housing shortages for agricultural workers, a workforce that is largely:

- Low-income and highly rent-burdened
- Immigrant or first generation
- Employed in nontraditional arrangements, including across a region as opposed to a single site – or engaged in diverse roles including farming, ranching, tasting rooms, food processing, distribution, and visitor-serving activities that sustain coastal agricultural viability

This bill creates a narrow amendment to the Coastal Act allowing agricultural lands to accommodate housing for farmworkers necessary to sustain local and regional agricultural operations. Housing must be reserved exclusively for farmworkers and their families, clustered with existing structures to minimize conversion of agricultural lands, and designed to minimize new roads and infrastructure.



A [2024 housing study](#) found that West Marin requires at least 1,000 new permanent affordable housing units for low-income workers to address critical shortages.

Keeping housing decisions local

The bill preserves the existing Coastal Act framework and local authority of cities and counties in the coastal zone. It does not override certified LCPs, change local zoning, automatically approve projects, or remove local permitting review. Rather, this bill provides a more solid statutory basis for coastal jurisdictions to add farmworker housing policies to their LCPs if they wish to do so. All coastal development remains subject to local approval under existing permitting processes.

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An act to add Section 30242.5 to the Public Resources Code, relating to coastal resources.

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THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. The Legislature finds and declares all of the following:

(a) The California Coastal Act of 1976 (Division 20 (commencing with Section 30000) of the Public Resources Code) establishes a comprehensive planning and regulatory program to protect coastal resources and guide development in the coastal zone.

(b) Pursuant to Chapter 6 (commencing with Section 30500) of the California Coastal Act of 1976, each local government lying within the coastal zone is responsible for preparing a local coastal program that reflects local conditions and priorities while ensuring consistency with statewide coastal policies.

(c) Once a local coastal program is certified by the California Coastal Commission, the local government assumes authority for issuing coastal development permits under the certified local coastal program, subject to appeal to the commission in specified circumstances.

(d) Nothing in this act is intended to supersede or modify any provision of an approved and certified local coastal program. Any development authorized pursuant to this act is intended by the Legislature to remain subject to review and approval by the applicable local government in accordance with its certified local coastal program, as required by Section 30519 of the Public Resources Code.

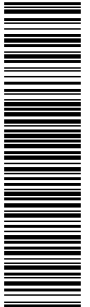
(e) This act is intended by the Legislature to facilitate the development of farmworker housing under the California Coastal Act of 1976 (Division 20 (commencing with Section 30000) of the Public Resources Code) without altering the fundamental framework of local coastal program planning, certification, or implementation.

SEC. 2. Section 30242.5 is added to the Public Resources Code, to read:

30242.5. (a) Notwithstanding Section 30242, lands suitable for agricultural use may be converted for the purpose of providing housing for farmworkers necessary for the continued agricultural viability of local farming or ranching operations, including workers employed in the regional agricultural economy. Any housing built for farmworkers pursuant to this section shall be maintained exclusively for occupancy by farmworkers and their families.

(b) Farmworker housing authorized pursuant to subdivision (a) shall be sited to minimize the construction of new roads and shall be clustered with existing structures to the maximum extent feasible.

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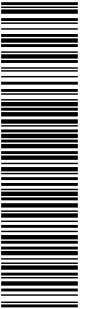
LEGISLATIVE COUNSEL'S DIGEST

Bill No. _____
as introduced, _____.
General Subject: Coastal resources: conversion of agricultural lands: farmworker housing.

The California Coastal Act of 1976, which is administered by the California Coastal Commission, requires any person wishing to perform or undertake any development in the coastal zone, as defined, to obtain a coastal development permit from a local government or the commission, except as provided. Existing law prohibits lands suitable for agricultural use within the coastal zone from being converted to nonagricultural uses unless continued or renewed agricultural use is not feasible, or the conversion would preserve prime agricultural land or concentrate development, as specified.

This bill would authorize lands suitable for agricultural use to be converted for the purpose of providing housing for farmworkers necessary for the continued agricultural viability of local farming or ranching operations, including workers employed in the regional agricultural economy. The bill would require the housing to be sited so as to minimize the construction of new roads and to be clustered with existing structures, to the maximum extent feasible. The bill would require any housing built for farmworkers pursuant to these provisions to be maintained exclusively for occupancy by farmworkers and their families.

Vote: majority. Appropriation: no. Fiscal committee: yes. State-mandated local program: no.



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