

Board of Supervisors

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(530) 458-0508/0509/0735
FAX (530) 458-0510
colusacountyca.igam2.com
www.countyofcolusa.org

COLUSA COUNTY Board of Supervisors

Agenda

August 31, 2021

Board Chambers
546 Jay Street, Suite 108
Colusa, CA 95932

Welcome to a meeting of the Colusa County Board of Supervisors. If you are scheduled to address the Board, please state your full name for the record. The Board will not address timed items before they are scheduled. The "Consent Calendar" may be adopted by one motion. Regularly numbered items may be considered at any time during the meeting. All items are listed in accordance with the Ralph M. Brown Act. We invite all members of the public to attend.

NOTE: You can listen to the meeting by dialing one of the numbers below:

Phone: 1-916-246-0723
Toll-Free: 1-800-356-8278
Code: 401978 DO NOT PUT YOUR PHONE ON HOLD

This line is for listening in only.

9:00 a.m. CALL TO ORDER

- Opening Prayer - Pledge of Allegiance
- Period of Public Comment
- Report out of August 17, 2021 Closed Session
- Announcement of Closed Session

I. STAFF REPORTS - Note: 3 minutes allowed per Department for Staff Reports.

This time is available for any County Staff who may wish to update the Board of Supervisors on projects as they relate to their respective Departments.

II. BOARD OF SUPERVISORS/COLUSA MOSQUITO ABATEMENT DISTRICT

1. Adopt a Proclamation Honoring David Brian Whitesell upon his retirement as Manager of the Colusa Mosquito Abatement District.

CONSENT AGENDA

Approve Consent Agenda Item No.'s 1 through 11.

1. BOARD OF SUPERVISORS
Approve the Minutes from the August 3rd and August 17th Regular meeting, and the August 24, 2021 Special meeting.
2. APPOINTMENT/AIRPORT ADVISORY COMMITTEE
Reappoint John Hamill to the Colusa County Airport Advisory Committee to serve a 4-year term effective September 1, 2021 through August 31, 2025. **(Application received: John Hamill)**
3. APPOINTMENT/COLUSA CEMETERY DISTRICT
Appoint Laurie Waters to the Colusa Cemetery District, effective August 31, 2021 through January 26, 2023. **(Application received: Laurie Waters)**
4. APPOINTMENT/CORTINA CREEK FLOOD CONTROL & FLOOD WATER CONSERVATION DISTRICT
Appoint Leslie Marsh to the Cortina Creek Flood Control and Flood Water Conservation District, effective August 31, 2021 through August 30, 2025. **(Application received: Leslie Marsh)**
5. COMMUNITY DEVELOPMENT DEPARTMENT/PLANNING & BUILDING
Adopt a Resolution authorizing the recordation of Parcel Map No. 19-7-1, Amardev Singh Jouhal and authorize the Surveyor to record same.
6. COMMUNITY DEVELOPMENT DEPARTMENT/PLANNING & BUILDING
Adopt a Resolution authorizing recordation of Parcel Map No. 20-06, James Henry Holiday and authorize the Surveyor to record same.
7. SHERIFF/DRUG ENFORCEMENT
Approve out-of-state travel for three (3) Colusa County Task Force Members to attend the California Narcotics Officers Association 57th Annual Training Institute & Law Enforcement Exposition in Reno, NV from November 19-23, 2021.
8. PURCHASING AND PROCUREMENT/PUBLIC HEALTH
Ratify Amendment No. 1 with the **County of Glenn, through its Health and Human Services Agency**, for shared costs involved in keeping the pre-hospital communications repeater on Mount Saint Johns active.
9. AG COMMISSIONER
Approve Cooperative agreement (No. 21-0330-000-SA) with the **California Department of Food and Agriculture (CDFA)** for the Nursery Inspection Program, effective July 1, 2021.
10. PURCHASING AND PROCUREMENT/HOMELAND SECURITY
Approve purchase of three APX6000 Motorola Portable Radios from Sutter Buttes Communications, Inc. utilizing CMAS contract 17724-HGAC (TX) in the amount of \$12,760.58 and authorize Purchasing Agent to sign the purchase order.
11. HEALTH AND HUMAN SERVICES/PERSONNEL
Revisit Resolution No. 20-008, an Interim Resolution Establishing Temporary Personnel Policies due to COVID-19.

END OF CONSENT AGENDA**IV. HUMAN RESOURCES/WELFARE ADMINISTRATION**

1. Approve a Step 3 appointment for Jaye Kimbell, Eligibility Specialist I, MSC Range 13, \$2,900 per month, effective her date of hire. **(4/5th vote required)**
2. Approve a Step 3 appointment for Kristen Gresham, Eligibility Specialist I, MSC Range 13, \$2,900 per month, effective her date of hire. **(4/5th vote required)**
3. Approve a Step 4 appointment for Sara Eddington, Eligibility Specialist I, MSC Range 13, \$3,048 per month, effective her date of hire. **(4/5th vote required)**
4. Approve a Step 4 appointment for Kenneth Morrow, Eligibility Specialist I, MSC Range 13, \$3,048 per month, effective his date of hire. **(4/5th vote required)**
5. Approve a Step 6 appointment for Takiyah Gibbs, Eligibility Specialist I, MSC Range 13, \$3,368 per month, effective her date of hire. **(4/5th vote required)**
6. Approve salary range adjustments for the classifications of Eligibility Specialists effective September 1, 2021 as follows: Eligibility Specialist I from MSC13 (\$2,626 - \$3,368) to MSC17 (\$2,900 - \$3,719); Eligibility Specialist II from MSC17 (\$2,900 - \$3,719) to MSC21 (\$3,204 - \$4,108); Eligibility Specialist III from MSC21 (\$3,204 - \$4,108) to MSC25 (\$3,539 - \$4,537).

HUMAN RESOURCES/BEHAVIORAL HEALTH

7. Approve the following actions to be effective September 1, 2021:
 - A. Delete the existing classification of Therapist I; change the title of the existing "Therapist II" to "Therapist I"; change the title of the existing "Therapist III" to "Therapist II; approve the new classification of Therapist III and allocate to CCEA Professional Unit; further, approve the revised job description to create a flexibly staffed Therapist I/II/III (Senior) classification at the following salary ranges: Therapist I: PF34 (\$4,468 - \$5,724), Therapist II: PF38 (\$4,933 - \$6,319), Therapist III: PF42 (\$5,447 - \$6,977)
 - B. Change the title of the existing "Quality Assurance Coordinator" to "Quality Assurance Coordinator I"; approve the new classification of Quality Assurance Coordinator II and allocate to CCEA Professional Unit; further, approve the revised job description to create a flexible staffed Quality Assurance Coordinator I/II classification at the following salary ranges: Quality Assurance Coordinator I: PF44 (\$5,724 - \$7,331), Quality Assurance Coordinator II: PF46 (\$6,014 - \$7,703)

- C. Change the title of the existing "Clinical Program Manager" to "Clinical Program Manager I"; approve the new classification of Clinical Program Manager II and allocate to CCMC; further, approve the revised job description to create a flexibly staffed Clinical Program Manager I/II at the following salary ranges: Clinical Program Manager I: MGT24 (\$6,179 - \$7,914), Clinical Program Manager II: MGT28 (\$6,822 - \$8,738)
- D. Delete the AOD Administrator allocation for the FY 21-22 Budget and replace with the Clinical Program Manager I/II classification
- E. Amend the Position Allocation Schedule for the Department of Behavioral Health Services (4013) with the above changes

HUMAN RESOURCES/COMMUNITY DEVELOPMENT DEPARTMENT

- 8. Approve a Step 5 appointment for Tracy Bybee, Building Inspector II, MSC Range 33, \$5,265 per month, effective her date of hire. **(4/5th vote required)**

HUMAN RESOURCES/CAO

- 9. Approve a Step 4 appointment for Margarita Jimenez, Custodian, MSC Range 06, \$2,561 per month, effective her date of hire. **(4/5th vote required)**

HUMAN RESOURCES

- 10. Adopt Revised Job Class Table reflecting addition of new classification and classification range changes adopted by the Board on August 31, 2021.

V. HEALTH AND HUMAN SERVICES/DHHS ADMINISTRATION

- 1. Re-approve Contract No. C21-110, a Memorandum of Understanding with the Regional Housing Authority, for the No Place Like Home Program (NPLH) project to address affordable housing needs in the community for persons with serious mental illness who are chronically homeless, homeless, or at risk of being chronically homeless.

VI. PURCHASING AND PROCUREMENT/HUMAN RESOURCES

- 1. Approve agreement with **NEOGOV**, for application tracking software system a Human Resources Management suite.

VII. AUDITOR

- 1. Approve Special Claims.

VIII. SHERIFF/OES

- 1. Discussion and possible direction regarding current dry well situation and implementation of emergency household water program. **Further**, adopt a Resolution authorizing the County Administrative Officer to submit an Emergency Household Water Program grant application.

IX. COUNTY ADMINISTRATIVE OFFICE

1. Approve FY 21/22 Revenue and Appropriations Inter-Budget Adjustments No. 003. **(4/5 vote required)**
2. Approve FY 21/22 Revenue and Appropriations Intra-Budget Adjustment No. B-22006.

X. BOARD OF SUPERVISORS

1. Adopt a Resolution Designating Portions of Highway 99 in Colusa County in Honor of Fallen Soldiers Private First Class Rueben "Boy" Lopez and Private First Class Justin A. Casillas.

XI. SUPERVISORS' REPORTS OR COMMENTS**XII. STATE OR FEDERAL LEGISLATION/GENERAL BUDGETARY MATTERS****XIII. CLOSED SESSION/COUNTY COUNSEL**

1. Conference with Legal Counsel-Anticipated Litigation pursuant to Government Code Section 54956.9(b)-One Case.

9:30 a.m. PUBLIC HEARINGS**COMMUNITY DEVELOPMENT/PLANNING & BUILDING**

1. Public Hearing and proposed Resolution to approve the submittal of a Program Income Only CDBG application for the Stonyford Community Hall Association auxiliary (storage) room grant project.
2. Public Hearing and proposed Resolution to approve the submittal of a Program Income Only Community Development Block Grant application for the Karen's House, Home for Abused Women and Children Loan Project.

ADJOURN

PERIOD OF PUBLIC COMMENT: Any person may speak about any subject of concern, provided it is within the purview of the Board of Supervisors and is not already on today's agenda. The total amount of time allotted for receiving such public communication shall be limited to a total of **15 minutes per issue** and each individual or group will be limited to no more than **3 minutes each**.

Note: No Board action shall be taken on comments received.

ORDINANCES AND PUBLIC HEARINGS: If you challenge in a court action a decision of the Colusa County Board of Supervisors regarding a zoning, planning, land use, or environmental protection matter made at any public hearing described in this notice, you may be limited to raising only those issues (1) you or someone else raised at such public hearing, or (2) raised in written correspondence delivered to the Colusa County Board of Supervisors at, or prior to, such public hearing.

ADA COMPLIANCE: Upon request, Agendas will be made available in alternative formats to accommodate persons with disabilities. In addition, any person with a disability who requires a modification or accommodation to participate or attend this meeting may request necessary accommodation. Please make your request to the County Board Clerk, specifying your disability, the format in which you would like to receive this Agenda, and any other accommodation required no later than 24 hours prior to the start of the meeting.

All supporting documentation is available for public inspection and review in the Office of the Board Clerk, 547 Market Street, Suite 102, Colusa, CA 95932 during regular business hours 8:30 a.m. to 5:00 p.m., Monday through Friday.