

**TRINITY COUNTY
BOARD OF SUPERVISORS
TRINITY COUNTY LIBRARY
CONFERENCE ROOM
351 MAIN STREET
WEAVERVILLE, CA**

**MEETING AGENDA
August 6, 2024**

**Chairman
Supervisor Ric Leutwyler - District 1**

**Vice-Chairman
Supervisor Liam Gogan - District 3**

**Supervisor Jill Cox - District 2
Supervisor Heidi Carpenter-Harris - District 4
Supervisor Dan Frasier - District 5**

**Trent Tuthill - County Administrative Officer
Margaret E. Long - County Counsel
Ashley Piker - Deputy Clerk of the Board**

The Trinity County Board of Supervisors welcomes you to its meetings which are regularly scheduled for the first and third Tuesday of each month, unless altered to accommodate a holiday, starting at 9:00 a.m. at 351 Main Street, Weaverville, California.

This Board Agenda contains a brief, general description of each item to be considered. Supporting documentation is available online at www.trinitycounty.org, at the County Administrative Office located at 11 Court Street, Room 230, Weaverville, CA, during normal business hours, and in the Public Packet at the rear of the Board Chambers during the meeting.

If you would like to receive notification via email that the agenda has been posted, please send your request to clerkoftheboard@trinitycounty.org.

Members of the public wishing to present documents to the Board of Supervisors during the meeting must submit ten (10) copies to the Deputy Clerk of the Board.

During the meeting the Trinity County Board of Supervisors may take action sitting as the Board of Supervisors and as the governing body of: The Trinity County Transportation Commission, the In-Home Supportive Services Authority, the Consolidated Transit Services Agency, the Trinity County Board of Equalization, the Trinity County Housing Authority and the Solid Waste Local Task Force.

In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the Deputy Board Clerk at the County Administrative Office three (3) full business days prior to the meeting at (530) 623-1382 or clerkoftheboard@trinitycounty.org.

ZOOM INFORMATION

[Join Zoom Meeting](#)

Meeting ID: 595 007 2851

Passcode: 267684

Dial In:

1 (669) 900-6833

Phone Commands: *6 Mute/Unmute; *9 Raise Hand

<https://support.zoom.us/hc/en-us/articles/201362283-Testing-computer-or-device-audio>

Just a reminder that the chat feature is not the appropriate forum to ask questions or provide comments. This chat should only be used to notify us of technical issues. No response will be given in acknowledgment or otherwise via the Zoom chat.

Public Comment given via Zoom can only be done audibly (not via chat), and you must either "Raise Your Hand" or use the chat to request your turn.

9:00 AM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

A PRESENTATIONS

A.1. Clerk of the Board - Receive an update from US Forest Service regarding matters that concern Trinity County.

No fiscal impact.

A.2. Health and Human Services - Public Health - Receive a presentation from Health and Human Services Public Health Branch regarding the Trinity County Equity Strategic Plan.

No fiscal impact.

B PUBLIC COMMENT

This time is for information from the public on matters not appearing on this agenda or within the Consent Calendar. All comments are limited to three minutes and must pertain to matters within the jurisdiction of this Board. When addressing the Board please state your name for the record and address the Board as a whole through the Chair. No action or discussion will be conducted on matters not listed on the agenda, however, the Chair may refer the subject matter to the appropriate department for follow-up or schedule the matter on a subsequent Board Agenda.

C REPORTS/ANNOUNCEMENTS

C.1. Report from Department Heads

C.2. Report from County Administrative Officer

C.3. Reports from Members of the Board of Supervisors

C.4. Reports from Ad Hoc

1. Tribal Relations

D CONSENT CALENDAR

These items include routine, non-controversial matters and will be acted upon by the Board by one, roll-call motion. If a member of the public has any questions or comments on an item on the consent calendar, they may provide them now. A member of the Board or Staff may request an item be pulled and considered separately.

D.1. Behavioral Health Services - Approve an agreement with Life Generations Healthcare, LLC to provide Skilled Nursing Facility (SNF), Special Treatment Program (STP) and other services as required by the licensure of the facility to mentally disabled adult persons.

No fiscal impact to the General Fund; up to \$150,000 per fiscal year from Behavioral Health funding.

D.2. Behavioral Health Services - Approve a budget adjustment for FY 23/24 for Substance Use Disorder - Dept. 4230 decreasing Revenues by \$40,000, Salaries & Benefits by \$45,000, Services & Supplies by \$5,000, and Other Charges by \$45,000; approve a budget adjustment for FY 23/24 for Behavioral Health Realignment - Dept. 8504 increasing Revenues and Transfer Out by \$42,056; approve a budget adjustment for FY 23/24 for Mental Health Realignment Dept. - 9494 increasing Revenues and Transfer Out by \$8,949; and approve a budget adjustment for FY 23/24 for Mental Health Services Act (MHSA) CSS - Dept. 8570 increasing Revenues by \$375,649 and decreasing Transfer Out by \$51,005.

No Impact to the General Fund; current cash balance in Substance Use Disorder – Fund 177 is \$91,095.12; in Behavioral Health Realignment – Fund 504 is \$122,937.33; in Mental Health Realignment – Fund 494 is \$63,753.63 and in Mental Health Services Act Community Services Support – Fund 570 is \$1,886,778.67.

D.3. Board of Supervisors - Appoint Elaine Brown as Council Member to the PSA2 Area Agency on Aging Advisory Council to serve a 4 year term.

No fiscal impact.

D.4. Clerk of the Board - Authorize the Chairman to sign a letter supporting Hayfork Elementary's 2024 Halloween Parade.

No fiscal impact.

D.5. Clerk of the Board - Authorize the Chairman to sign a letter supporting Hayfork High School's 2024 Homecoming Parade.

No fiscal impact.

D.6. Clerk of the Board - Adopt resolutions confirming the continuance of the following local emergencies in the County of Trinity:

- Local emergency due to the 2024 Early January Winter Storm; and
- Local emergency due to the 2024 Late January Winter Storm; and
- Local emergency due to the 2024 March Winter Storm.

No fiscal impact.

D.7. Community Development - Building - Approve a budget adjustment for FY 23/24 for Cannabis Equity Grant - Dept. 7239 increasing Revenues and Inter-fund Expenses by \$453,183.

No impact to the General Fund.

D.8. District Attorney - Approve a budget adjustment for FY 23/24 for DA Realignment 2011 - Dept. 8500 increasing Revenue and Transfers Out by \$4,702; and approve a budget adjustment for FY 23/24 for District Attorney - Dept. 2100 increasing Transfers In by \$4,702.

Decrease in General Fund appropriations in the amount of \$4,702.

D.9. General Services - Approve amendment number 1 to the agreement with Oakley's Pest Control, changing the term to auto renew ; to provide as-needed pest control services at locations throughout Trinity County.

Up to \$25,000 for a two-year term from the General Services budget.

D.10. General Services - Approve a budget adjustment for FY 23/24 for Cemetery Enterprise - Dept. 9300 increasing Revenues by \$6,103 and Services & Supplies by \$7,195.

No impact on the general fund; current cash balance in Cemeteries - Fund 905 is \$33,604.

D.11. General Services - Approve a budget adjustment for FY 23/24 for General Services - Dept. 1750 increasing Revenues by \$78,211, Fixed Assets by \$17,862 and Transfer out by \$60,349; approve a budget adjustment for FY 23/24 for Vehicle Abatement - Dept. 2950 increasing Transfers In by \$

\$25,310; and approve a budget adjustment for FY 23/24 for County Building Program - Dept. 1810 increasing Transfer in by \$35,039.

Increase in General Fund appropriations in the amount of \$78,211; current cash balance in Vehicle Abatement - Fund 174 is -\$2,391.91 and in Capital Projects - Fund 142 is \$62,371.22.

- D.12. Health and Human Services- Admin - Approve amendment number 4 to the agreement with Sarah's Scottish Maids, extending the term to June 30, 2025; increasing the maximum cost by \$2,600; and updating Attachment A to provide housekeeping services to our main office and family center.

No impact to the General Fund; up to \$78,000 annually from the Health and Human Services Department (HHS) budget.

- D.13. Health and Human Services - CWS - Approve Amendment number 5 to the agreement with Personal Telephone Service to extend the term to June 30, 2027, and update Exhibit "B" to provide telephone and messaging services after-hours, weekends, and holidays to Child Welfare Services and Adult Protective Services.

No impact to the General Fund; \$1,320 per fiscal year from Child Welfare Services allocation.

- D.14. Health and Human Services- Employment Services - Approve amendment number 5 to the agreement with Human Response Network, increasing the maximum cost by \$120,000 to provide Stage 1 Child Care services.

No impact to the General Fund; up to \$120,000 from HHS allocations from the Federal and State Single Allocation.

- D.15. Health and Human Services - Housing - Approve an agreement with Claimify LLC to provide legal representation for Social Security Disability claimants in compliance with the Housing and Disability Advocacy Program for Trinity County.

No impact to the General Fund; up to \$50,000 from the Housing Disability and Advocacy Program allocation.

- D.16. Health and Human Services - Public Health - Approve an agreement with the California Department of Health Care Services (DHCS), allowing Trinity County Health and Human Services (HHS) to participate in the Intergovernmental Transfer (IGT) program for calendar year 2023 and authorize the Director of Health and Human Services to sign the agreement and any future amendments.

No impact on the General Fund.

- D.17. Health and Human Services - Public Health - Approve amendment number 2

to the agreement with Southern Trinity Health Services (dba) Southern Trinity Area Rescue (STAR), extending the term of the agreement to June 30, 2025 to provide ambulance/EMS services in Zone 3 of Trinity County.

No impact to the General Fund; \$50,000 from Health Realignment.

- D.18. Human Resources - Pursuant to Trinity County Code Section 2.60.410(A), authorize the hiring of Candidate No. 32774768 as an Administrative Coordinator I - NR at Range N165 Step B in the Human Resources Office, effective September 16, 2024.

Approximate cost in salary and benefits per month for an Administrative Coordinator I at A step is \$3,563.68 and at B step is \$3,741.86.

- D.19. Human Resources - Approve revised job descriptions for Mental Health Clinician I and Mental Health Clinician II.

No fiscal impact.

- D.20. Human Resources - Adopt a resolution approving a salary schedule and alphabetical listing of classifications for Trinity County Employees Effective July 1, 2024.

No fiscal impact.

- D.21. Human Resources - Adopt a resolution which authorizes the Director of Human Resources to Conduct State and Federal Level Summary Criminal History Information.

No fiscal impact.

- D.22. Human Resources - Modify the departmental allocation list for the Behavioral Health Services Department to read: 7 flexibly staffed Staff Services Analyst I/II, Quality Assurance Coordinator I/II, and Administrative Services Officer effective July 1, 2024.

No fiscal impact.

- D.23. Human Resources - Modify the departmental allocation list for Health & Human Services- Human Services Division by increasing flexibly staffed allocation of Social Worker Supervisor I/II from three (3) to four (4).

No impact to the General Fund; approximate cost in salary and benefits per month for a Social Worker Supervisor I at A step is \$9,738.00, and for a Social Worker Supervisor II at A step is \$10,642.

- D.24. Sheriff - Approve amendment number 3 to the agreement with Trinity Services Group, increasing the maximum cost by \$50,000 per fiscal year, to operate inmate food services at the Trinity County Jail.

Up to \$450,000 per fiscal year from Jail budget.

- D.25. Sheriff - Approve a budget adjustment for FY 23/24 for Coroner - Dept. 2283 increasing Services & Supplies by \$2,000.

Increase in Sheriff General Fund appropriations in the amount of \$2,000; current cash balance in Sheriff General Fund - Fund 110 is \$32,455.13

- D.26. Sheriff - Approve a budget adjustment for FY 23/24 for Jail - Dept. 2282 increasing Salaries & Benefits by \$144,100 and Services & Supplies by \$15,900.

Increase in Sheriff General Fund appropriations in the amount of \$160,000; current cash balance in Sheriff General Fund - Fund 110 is \$32,455.13

- D.27. Sheriff - Approve a budget adjustment for FY 23/24 for Jail Health - Dept. 2285 increasing Revenues and Services & Supplies by \$40,708.

Increase in Sheriff General Fund appropriations in the amount of \$40,708; current cash balance in Sheriff General Fund - Fund 110 is \$32,455.13

- D.28. Sheriff - Approve a budget adjustment for FY 23/24 for Sheriff - Dept. 2281 increasing Salaries & Benefits by \$32,500, Services & Supplies by \$27,650, and Inter-fund Expenses by \$26,650 and decreasing Fixed Assets by \$21,800.

Increase in Sheriff General Fund appropriations in the amount of \$65,000; current cash balance in Sheriff General Fund - Fund 110 is \$32,455.13

- D.29. Transportation - Approve an agreement with Crawford and Associates Inc. to provide On-Call Construction Materials Sampling and Testing Services

Up to \$50,000 from various to be determined FEMA, FHWA ER, and CALOES CDAA Funds with County Matches varying from 6% to 25%.

- D.30. Transportation - Approve a budget adjustment for FY 23/24 for Airports General - Dept. 1854 increasing Transfers Out by \$20,000; and approve a budget adjustment for FY 23/24 for Airport Operations - Dept. 1852 Increasing Transfers In by \$20,000, Services & Supplies by \$2,500 and Inter-fund expenses by \$17,500.

No impact to the General Fund; current cash balance in Special Airport Development -Fund 154 is \$264,866.74

- D.31. Clerk of the Board - Authorize the Chairman to sign a Letter of Opposition for Assembly Bill 2223 - Proposed Technical Assistance.

No fiscal impact.

E PUBLIC HEARING

- E.1. Solid Waste - Conduct a public hearing to receive any objections or protests to the 24/25 Delinquent List for Solid Waste Parcel Fees and adopt a resolution which confirms this list.

No impact to the General Fund; any changes made to the report will impact the Solid Waste Enterprise Fund.

F COUNTY MATTERS

These items include non-routine, or controversial matters and are listed alphabetically by department. A member of the Board, Staff or public may request that an item be heard out of order.

- F.1. Auditor/Controller - Approve a budget adjustment for FY 23/24 for Public Defender - Dept. 2170 increasing Services & Supplies by \$15,230; and approve a budget adjustment for FY 23/24 for General Fund Contingency - Dept. 9901 Decreasing Provisions for Contingency by \$15,230.

Increase in General Fund appropriations in the amount of \$15,230; current General Fund Contingency balance is \$158,039.

- F.2. Clerk of the Board - Waive the County Fee Waiver Policy, find that the Golden Age Center roof replacement project provides a public benefit, and approve their application for waiver of County fees waiving Building Department fees in the amount of \$1,200 and Trinity County Solid Waste Fees in the amount of \$1,980, total \$3,180.

Potential loss in revenue in the amount of \$3,180; \$1,980 from Solid Waste and \$1,200 from Building.

- F.3. Grand Jury - Approve a budget adjustment for FY 23/24 for Grand Jury - Dept. 2050 increasing Services and Supplies by \$3,165; and approve a budget adjustment for FY 23/24 for General Fund Contingency - Dept. 9901 decreasing Provisions for Contingency by \$3,165.

Increase in General Fund appropriations in the amount of \$3,165; the current General Fund Contingency balance is \$142,809, if other requests are approved.

- F.4. Human Resources - Adopt the Side Letter Agreement with the Trinity County General Unit adding the Peer Specialist position to the list of classifications eligible for Standby/On-Call Compensation effective July 1, 2024.

No impact to the General Fund.

F.5. Human Resources - Take the following actions regarding the Legal Secretary III and the Legal Secretary, Senior Classifications effective July 1, 2024:

1. Approve a side letter agreement with the General Unit adding the classifications of Legal Secretary III and Legal Secretary Senior; and
2. Approve a side letter agreement with the Management and Confidential Unit removing the classifications of Legal Secretary III and Legal Secretary Senior; and
3. Revise the salary range for Legal Secretary III to G182 and Legal Secretary Senior to G192.

No fiscal impact, both classifications are currently vacant.

F.6. Information Technology - Authorize the reallocation of ARP (American Rescue Plan) Funds to cover the implementation and first year costs associated with converting the County's Website to a new platform hosted by CivicPlus; and authorize the County Administrative Officer to sign any necessary contracts associated with this change.

No impact to the General Fund.

G CLOSED SESSION

G.1. Government Code Section 54954.5(f) - Conference with Labor Negotiators
County's Designated Representatives: Laila Cassis, Suzie Hawkins, Margaret Long
Employee Organizations: General Unit

H ADJOURN