

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

**MEETING AGENDA
September 2, 2025**

**Chairman
Supervisor Liam Gogan - District 3**

**Vice-Chairman
Supervisor Heidi Carpenter-Harris - District 4**

**Supervisor Ric Leutwyler - District 1
Supervisor Jill Cox - District 2
Supervisor Julia Brownfield - District 5**

**Trent Tuthill - County Administrative Officer
Margaret E. Long - County Counsel**

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 U.S. Forest Service representatives regarding matters of interest in Trinity County.

No fiscal impact.

A.2. Clerk of the Board - Adopt a proclamation honoring Charlie Holthaus for his service to the people of Rush Creek and Trinity County.

No fiscal impact.

A.3. Health and Human Services - Behavioral Health Services - Adopt a proclamation which recognizes September as Suicide Awareness and Prevention Month.

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

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. Auditor/Controller - Adopt a resolution which establishes the 2025/26 secured tax rates for the secured roll.

No fiscal impact.

D.2. Auditor/Controller - Approve establishing a new special revenue fund - Fund 123 for CUPA (Certified Unified Program Agency).

No impact to the General Fund.

D.3. Auditor/Controller - Approve establishing a new special revenue fund - Fund 166 for PATH Justice-Involved Round 3 (PATH JI).

No impact to the General Fund

D.4. Clerk of the Board - Approve re-titling the Director of Building and Planning to Director of Community Development Department, approve a revised job description for the position and authorize the Director of Human Resources to change any reference to the Director of Building and Planning to Director of Community Development Department.

No fiscal impact.

D.5. Clerk of the Board - Approve the regular meeting minutes of the Board of Supervisors for August 19, 2025.

No fiscal impact.

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

- Local emergency due to the 2024 Late January Winter Storm; and
- Local emergency due to the 2024 March Winter Storm; and
- Local emergency due to the 2024 Mid-December Winter Storm, and
- Local emergency due to the 2025 Mid-February Winter Storm.

No fiscal impact.

D.7. Health and Human Services - Office of Emergency Services - Ratify the Director of Emergency Services' proclamation and confirm the existence of a local emergency in Trinity County due to the 2025 Lightning Fires.

No fiscal impact.

D.8. Human Resources - Take the following actions in the Office of Emergency Services Division within the Health and Human Services Agency:

1. Approve a revised job description for Emergency Operations Manager and revise the salary range to H204;
2. Approve the job description, set the salary range and add to the alphabetical listing of classifications an Emergency Operations Coordinator at range H189; and
3. Modify the allocation listing for the Emergency Service division of Health and Human Services Agency to read: One (1) Emergency Operations Coordinator or Emergency Operations Manager.

Approximate cost in salary and benefits per month at A step for an Emergency Operations Coordinator at range H189 is \$8,898 and for an Emergency Operations Manager at range H204 is \$10,595.

D.9. Probation - Approve a budget adjustment for FY 24/25 for Probation - Dept. 2400 increasing Transfers In by \$41,292; and approve a budget adjustment for FY 24/25 for Path Justice-Involved Round3 (PATH JI) - Dept. 2445 increasing Revenues and Transfers Out by \$41,292.

Decrease in General Fund appropriations in the amount of \$41,292 to Probation.

E. 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.

E.1. Community Development - Building - Waive the reading of and enact an ordinance amending Trinity County Code Section 15.04.080 pertaining both the California Code of Regulations, Title 24, California Fire Code and the California Code of Regulations, Title 24, California Green Building Standards Code, introduced July 1, 2025.

Unknown fiscal impact.

- E.2. Grand Jury - Approve a budget adjustment for FY 24/25 for Grand Jury - Dept 2050, increasing Services and Supplies by \$2,357; and approve a budget adjustment for FY 24/25 for General Fund Contingency - Dept 9901, decreasing provisions for Contingency by \$2,357.

Increase in General Fund appropriations in the amount of \$2,357; current balance in General Fund Contingency is \$178,175.

- E.3. Clerk of the Board - Receive an update presentation from the County Administrative Officer on the Trinity County 2024-2029 Strategic Plan.

No fiscal impact.

F. CLOSED SESSION

- F.1. Government Code Section 54954.5(f) - Labor Negotiations
County's Designated Representatives: Laila Cassis, Suzie Hawkins and Margaret Long
Employee Organizations: Deputy Sheriffs Association, General Unit, Management and Confidential Unit and Skilled Trades Unit

ADJOURN