

**TRINITY COUNTY
BOARD OF SUPERVISORS**
Trinity County Library
Conference Room
351 Main Street
Weaverville, CA

MEETING MINUTES

February 1, 2022

Chairman

Supervisor Dan Frasier - District 5

Vice-Chairman

Supervisor Keith Groves - District 1

Supervisor Jill Cox - District 2

Supervisor Liam Gogan - District 3

Supervisor Jeremy Brown - District 4

Richard Kuhns, Psy.D - County Administrative Officer / Clerk of the Board

Margaret E. Long - County Counsel

Emma Purvis - Deputy Clerk of the Board

ZOOM INFORMATION

This meeting used Zoom due to the coronavirus (COVID-19).

Meeting called to order in open session at 9:00 AM

Pledge of Allegiance

Pledge led by Chairman Dan Frasier.

Public Comment

Received public comment from Lisa Wright, Laurie Wills, Roseanna Betz-Garret, Adrien Keys, Ric Leutwyler, Nancy Anderson, and Rhoda Cain.

Presentations

Clerk of the Board

- 1.1** Received a presentation from U.S. Forest Service District Ranger Tara Jones regarding updates on National Forest lands in Trinity County.

Consent Calendar

Behavioral Health Services

- 2.1** Approved a budget adjustment for FY 21/22 for Behavioral Health Services - Dept. 4200 increasing Transfers In by \$237,253 and Other Charges by \$259,671 and approved a budget adjustment for FY 21/22 for SMA Reserve - Dept. 8563 increasing Transfers Out by \$237,253.

Motion: Keith Groves **Second:** Jeremy Brown **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

Board of Supervisors

- 2.2** Approve amendment number four to the agreement with Richard Kuhns, Psy.D. modifying the medical plan names offered, to serve as the County Administrative Officer for Trinity County.

Motion: Keith Groves **Second:** Jeremy Brown **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

Child Support Services

- 2.3** Approved amendment number twelve to the agreement with Angela's Custodial Service extending the term to January 31, 2023 and increasing the maximum cost by \$3,744 to provide janitorial services to the Child Support office.

Motion: Keith Groves **Second:** Jeremy Brown **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

- 2.4** Approved amendment number eight to the agreement with Calserve, Inc. extending the term to March 1, 2023, updating Exhibit B "Fee Schedule," and increasing the maximum cost by \$5,000 to serve legal documents on behalf of the North Coast Regional Department of Child Support Services.

Motion: Keith Groves **Second:** Jeremy Brown **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

Clerk of the Board

- 2.5** Adopted Resolution No. 2022-018 which confirms the continuance of a Local Health Emergency in the County of Trinity due to debris and air quality concerns created by the 2020 wildfires.

Motion: Keith Groves **Second:** Jeremy Brown **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

- 2.6 Adopted Resolution No. 2022-019 which confirms the continuance of a Local Health Emergency in the County of Trinity due to hazardous material concerns resulting from the 2021 fires.

Motion: Keith Groves **Second:** Jeremy Brown **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

- 2.7 Adopted Resolution No. 2022-020 which confirms the continuance of a Local Health Emergency in the County of Trinity due to the novel coronavirus known as COVID-19.

Motion: Keith Groves **Second:** Jeremy Brown **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

- 2.8 Adopted Resolution No. 2022-021 regarding the use of remote teleconference meetings pursuant to the Brown Act.

Motion: Keith Groves **Second:** Jeremy Brown **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

- 2.9 Appointed Mary Bowers to the Trinity County Waterworks District, to serve a term commencing on February 1, 2022 and expiring on December 31, 2022, as recommended by the District.

Motion: Keith Groves **Second:** Jeremy Brown **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

County Administrative Office

- 2.10 *This item was pulled from the Consent Calendar and considered separately.*

Appoint Senior Financial Analyst Suzie Hawkins as Primary Board Member and Loss Prevention Specialist II Becca Cooper as Alternate Board Member to represent Trinity County on the Trindel Insurance Fund Board.

Received comments from County Administrative Officer Richard Kuhns.

Motion: Keith Groves **Second:** Liam Gogan **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

- 2.11** Approved amendment number two to the agreement with CPS HR Consulting adding one department head executive search and increasing the maximum cost by \$25,000 to perform executive searches for department head level positions.

Motion: Keith Groves **Second:** Jeremy Brown **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

General Services

- 2.12** Approved a lease agreement for studio "D" in the Sam Lee Ranch House with Anna Danyel Aglipay.

Motion: Keith Groves **Second:** Jeremy Brown **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

Health and Human Services

- 2.13** Approved amendment number one to the agreement with JUMP Technology Services increasing the maximum cost by \$1,500 per year and updating Exhibit F to provide Home Safe data element set up, mapping tools, data correct screens, and shared portal for community partners.

Motion: Keith Groves **Second:** Jeremy Brown **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

Human Resources

- 2.14** Pursuant to Trinity County Code Section 2.60.410(A) authorized hiring Candidate No. 00909 as an Accounting Technician II at Range N183 Step B in the Administration Office effective February 1, 2022.

Motion: Keith Groves **Second:** Jeremy Brown **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

- 2.15** Pursuant to Trinity County Code Section 2.60.410(A) authorized hiring Candidate No. 00902 as an Administrative Clerk II at Range G173 Step C in the UC Cooperative Extension retroactively effective January 27, 2022.

Motion: Keith Groves **Second:** Jeremy Brown **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

2.16 *This item was pulled from the Consent Calendar and considered separately.*

Approve the modified job descriptions for the Mental Health Clinician I/II/III effective February 1, 2022.

Received comments from Director of Human Resources Shelly Nelson.

Motion: Jill Cox **Second:** Liam Gogan **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

Sheriff

2.17 Approved an agreement with Lithia Chevrolet to provide as needed vehicle repair services and other vehicle maintenance to the Trinity County Sheriff's Office's vehicles.

Motion: Keith Groves **Second:** Jeremy Brown **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

Transportation

2.18 Ratified the Road Commissioner's signature on the agreement with Bundy's Tree Service to provide as needed/as available operated equipment with a qualified operator.

Motion: Keith Groves **Second:** Jeremy Brown **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

Treasurer/Tax Collector

2.19 Approved a budget adjustment for FY 21/22 for County Blood & Alcohol - Dept. 8558 increasing Transfers Out by \$107 and approved a budget adjustment for FY 21/22 for General Fund - Dept. 1000 increasing Transfers In by \$107.

Motion: Keith Groves **Second:** Jeremy Brown **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

Trinity County Transportation Commission

2.20 Approved amendment number one to the agreement with Humboldt Transit Authority amending Exhibit A to include new services to provide US Department of Transportation Safety Institute certified transit training to Trinity County transit drivers.

Motion: Keith Groves **Second:** Jeremy Brown **Carried**

Ayes: Brown, Cox, Frasier, Gogan, Groves

Reports/Announcements

- 3.1 I. Received reports from Interim Deputy Director of Transportation - Operations David Colbeck, Deputy Director of Solid Waste Diane Rader.
II. Received a report from County Administrative Officer Richard Kuhns.
III. Received reports from Members of the Board of Supervisors.
A. Received a report from Cannabis Cultivation Program Ad Hoc.
B. Received a report from Limited Density Rural Dwelling Ad Hoc.

County Matters

Board of Supervisors

- 4.1 Discussed and confirmed advocacy priorities to advocate for through NACO and other Federal representatives.

Received comments from Carol Fall, Interim Deputy Director of Transportation - Operations David Colbeck, and Environmental Health Director Kristy Anderson.

Clerk of the Board

- 4.2 Appointed Supervisor Keith Groves to represent Trinity County on the Sierra Nevada Conservancy.

Received comments from Deputy County Counsel Amanda Uhrhammer and Deputy Clerk of the Board Emma Purvis.

Motion: Dan Frasier **Second:** Jill Cox **Carried**

Ayes: Brown, Cox, Frasier, Gogan, Groves

County Administrative Office

- 4.3 Authorized the waiver of various Building and Planning Department fees related to county projects funded with general fund dollars.

Received comments from County Administrative Officer Richard Kuhns.

Motion: Keith Groves **Second:** Liam Gogan **Carried**

Ayes: Brown, Cox, Frasier, Gogan, Groves

Human Resources

- 4.4** Modified the departmental allocation list for the County Administration Office
- Grants Division to read: One (1) Division Director and the Solid Waste Division to read: Twelve (12) Gate Attendants, effective February 1, 2022.

Received comments from Director of Human Resources Shelly Nelson.

Motion: Keith Groves **Second:** Jill Cox **Carried**

Ayes: Brown, Cox, Frasier, Gogan, Groves

- 4.5** Took the following actions effective February 1, 2022:
1. Modified the departmental allocation list for Health & Human Services - Public Health Division to read: Two (2) Public Health Nurse I /II /III or Community Health Nurse I /II; and
 2. Approved temporarily waiving the requirement to possess a certificate as a Public Health Nurse issued by the Board of Registered Nursing (BRN) for Employee ID No. 02066 to promote to a Public Health Nurse III; and
 3. Pursuant to County Code section 2.60.410, approved promoting Employee Id No. 02066 to a Public Health Nurse III at step F.

Received comments from Director of Human Resources Shelly Nelson.

Motion: Jeremy Brown **Second:** Liam Gogan **Carried**

Ayes: Brown, Cox, Frasier, Gogan, Groves

- 4.6** Took the following actions effective February 1, 2022:
1. Adopted Resolution No. 2022-022 establishing salary and benefits for Non-Represented-General classifications; and
 2. Modified the Alphabetical Listing of Classifications to reflect the following classifications and salary ranges:
 - Accounting Technician I - NR...N175
 - Accounting Technician II - NR...N183
 - Accounting Technician, Senior - NR...N193.

Received comments from Director of Human Resources Shelly Nelson.

Motion: Jeremy Brown **Second:** Liam Gogan **Carried**

Ayes: Brown, Cox, Frasier, Gogan, Groves

Planning and Zoning

- 4.7** Continued to March 1, 2022 the discussion regarding authorizing staff to issue a pro-rated credit to Commercial Cannabis Cultivators holding non-expired provisional licenses on October 31, 2021.

Received comments from County Administrative Officer Richard Kuhns, Deputy County Counsel Amanda Uhrhammer, Lisa Wright, Dero Forslund, John Brower, Roseanna Betz-Garret, Adrien Keys, Karla Avila, Deidre Brower, and Rhoda Cain.

Motion: Keith Groves **Second:** Jeremy Brown **Carried**
Ayes: Brown, Cox, Frasier, Gogan, Groves

Closed Session

- 5.1** Government Code Section 54954.5(c) - Conference with Legal Counsel - Existing Litigation
No. of Cases: Three
American Cannabis Partners v. Trinity County, et al., (Trinity County Superior Court Case No. 20CV157)

Recused: Brown

Carlson, et al. v. Trinity Co., et al., (Trinity County Superior Court Case No. 20CV136)

Terrance M. Mines et al., vs. County of Trinity et al. (Trinity County Superior Court Case No. 20CV082)

No reportable action taken on case number's 20CV157 and 20CV136; Direction was given to staff regarding case number 20CV082.

- 5.2** Government Code Section 54954.5(e) - Public Employee Evaluation: County Administrative Officer

Employee evaluation was held.

Adjourn

TRINITY COUNTY BOARD OF SUPERVISORS



Dan Frasier, Chairman
Board of Supervisors,
County of Trinity,
State of California

Attest:

Richard Kuhns, Psy.D
Clerk of the Board of Supervisors

By:



Deputy