



BUTTE COUNTY BOARD OF SUPERVISORS

REGULAR MEETING AGENDA

DECEMBER 13, 2022

9:00 AM

MEMBERS OF THE BOARD

BILL CONNELLY, DISTRICT 1

VACANT, DISTRICT 2

TAMI RITTER, DISTRICT 3

TOD KIMMELSHUE, DISTRICT 4

DOUG TEETER, DISTRICT 5

ANDY PICKETT

CHIEF ADMINISTRATIVE OFFICER &
CLERK OF THE BOARD

MEETING LOCATION

BOARD OF SUPERVISORS CHAMBERS
25 COUNTY CENTER DRIVE, SUITE 205
OROVILLE, CALIFORNIA 95965-3380

BRAD STEPHENS, COUNTY COUNSEL

1. CALL TO ORDER

Pledge of Allegiance

Observation of a Moment of Silence

Rules of Decorum

The Board of Supervisors welcomes the public to its meetings and encourages and appreciates public engagement. The Board of Supervisors expects members of the public to act in a courteous, civil, and respectful manner. Individuals who address the Board shall not make personal, impertinent, slanderous, or profane remarks to any member of the Board, staff, or the general public. The Board of Supervisors will not tolerate loud, threatening, personal, or abusive language, or disorderly conduct, which disrupts, disturbs, or otherwise impedes the orderly conduct of Board meetings. Violation of these rules of decorum will result in the meeting being recessed.

2. CORRECTIONS AND/OR CHANGES TO THE AGENDA

3. CONSENT AGENDA

A. Supervisor Comments on Consent Agenda Items

B. Adopt Consent Agenda

- 3.01 Resolution Recognizing Diane Brown Upon Her Retirement from the Assessor's Office - The Assessor's Office recommends that the Board of Supervisors adopt a resolution recognizing Diane Brown on the occasion of her retirement on December 30, 2022, after thirty-seven years and eleven months of service – action requested – ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN. (Assessor)

- 3.02 California Assessors' Association Information Technology Joint Powers Authority Agreement - As a portion of the FY 2022-23 State budget, the Department of Finance has appropriated \$10,000,000 for each of the next three fiscal years for technology upgrades for assessor's offices statewide. The projects funded by the grant funds must benefit assessor's offices in all 58 counties. The funding will be provided through a Joint Powers Agreement (JPA), created by outside counsel hired by the California Assessors' Association, which was finalized on October 17, 2022. At least two counties must have board approval to sign the Agreement by November 15, 2022 in order for the funds to be distributed. There are no county matching funds required to participate in the JPA. Ongoing maintenance costs for the projects will be divided among the counties participating after the completion of the projects, similar to the programs provided by the California Assessors' Association currently. Any maintenance costs will be absorbed into the regular budget – action requested - APPROVE THE CALIFORNIA ASSESSORS' ASSOCIATION JOINT POWERS AUTHORITY AGREEMENT AND DELEGATE THE EXECUTION AND SIGNING AUTHORITY TO THE ASSESSOR, OR THE ASSESSOR'S DESIGNEE. (Assessor)
- 3.03 Resolution Recognizing Christa Taylor Upon Her Retirement from the Department of Behavioral Health - The Department of Behavioral Health recommends that the Board of Supervisors adopt a resolution recognizing the retirement of Christa Taylor on the occasion of her retirement on December 30, 2022 after twenty-three years of service – action requested – ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN. (Behavioral Health)
- 3.04 Resolution Recognizing Dr. Margarita Lema Upon Her Retirement from the Department of Behavioral Health - The Department of Behavioral Health recommends that the Board of Supervisors adopt a resolution recognizing the retirement of Dr. Margarita Lema on the occasion of her retirement on December 31, 2022 after seventeen years of service – action requested – ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN. (Behavioral Health)
- 3.05 Agreement Amendment with Compassion Valley, LLC for Adult Residential Services - Compassion Valley, LLC operates a mental health treatment and rehabilitation facility that partners with local mental health agencies to reduce the readmission of mental health patients into acute care hospitals and emergency rooms. This facility provides client-centered rehabilitation programs and services in a home-like environment to assist with needed treatment, rehabilitation, and care to those living with mental health illnesses. This facility also provides medication support as necessary. On August 9, 2022, the Board of Supervisors approved an agreement with Compassion Valley, LLC for adult residential services. The term of the agreement is July 14, 2022 through June 30, 2023, not-to-exceed \$126,720. The Department of Behavioral Health recommends amending the agreement to include medication support at the facility for Behavioral Health clients. Amending this agreement will ensure a continuum of care is provided for clients that are placed with the facility, as well as ensure these services are offered to future clients needing this specific service. The amendment for medication support increases the maximum payable amount by \$48,000, not-to-exceed \$174,720. All other terms remain the same –action requested – APPROVE AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN. (Behavioral Health)

- 3.06 Agreement with Intentional Sustainable Wellness (Dr. Lori LaRiviere, MD) for On-site Psychiatric Services - Dr. Lori LaRiviere, MD is a Psychiatrist who is available to contract with the Department of Behavioral Health via her practice, Intentional Sustainable Wellness to provide on-site psychiatric services for the Resilience Empowerment Support Team (REST) program. The Department faces significant challenges hiring psychiatrists to provide services on-site to clients. Contracting with Dr. LaRiviere will assist the Department in meeting the required level of mental health services available to County. The Department recommends entering into a contract with Intentional Sustainable Wellness (Dr. Lori LaRiviere, MD) for the provision of on-site psychiatric services. The term of the agreement is December 13, 2022 through June 30, 2023, not-to-exceed \$73,000 – action requested – APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN. (Behavioral Health)
- 3.07 Agreement Amendment with Netsmart Technologies, Incorporated (NTST) for the Electronic Health Record (EHR) - On March 27, 2007 the Board of Supervisors entered into a long term systems agreement with NTST to develop, implement, and maintain an EHR system. The term of this agreement is March 27, 2007 through completion of services with purchased maintenance and upgrades as required. The EHR consists of practice management, electronic clinical records, service billing to appropriate payers including Medi-Cal, managed care, eligibility verification, and report writing for both mental health and substance use disorder services. This EHR fully complies with the federal confidentiality standards required by the Health Insurance Portability and Accountability Act of 1996. Due to the nature of contract, annual amendments are required. The most recent amendment was approved by the Board on October 12, 2021 to facilitate ongoing services and upgrades to maintain current EHR standards and the new Cal AIM initiative. The amendment increased the maximum payable amount by \$369,182, not-to-exceed \$4,326,911, all other terms remain the same. The Department of Behavioral Health recommends amending the agreement with NTST to add additional licenses and annual subscription and maintenance fees for existing software. The amendment increases the maximum payable amount by \$307,331 from Amendment Q, with a total contract amount not-to-exceed \$4,634,241. All other terms remain the same – action requested – APPROVE AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN. (Behavioral Health)
- 3.08 Agreement with Staff Today, Inc. (STI) for Locum Clinician Services - STI is a locums agency that provides medical staffing placements at hospitals and clinics on a short-term basis. Due to the severe shortage of clinicians, the Department of Behavioral Health has a need to contract with locums agencies to supply clinicians to work at various department locations, including the Psychiatric Health Facility (PHF) in order to meet minimum staffing levels. The current staffing deficit has caused a reduction in the maximum population at the PHF from sixteen (16) to ten (10) clients, and outpatient services are being substantially impacted. The Department published a Request for Proposal (RFP) to engage locum agencies who may provide behavioral health clinicians. The Department received two responses to the RFP, STI and AB Staffing. Both agencies were offered agreements and STI was the only responsive agency agreeable to the term and conditions of the agreement. The agreement with STI will increase the availability of clinicians to the Department, and subsequently, the number of clients receiving services at various department locations, including the PHF. The Department recommends entering into a contract with STI, for the provision of locum clinician services. The term of the contract is December 13, 2022 through June 30, 2023, not-to-exceed \$700,000 – action requested – APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN. (Behavioral Health)

- 3.09 Certification of Statement of Votes Cast for November 8, 2022 Statewide Direct General Election
Pursuant to California Elections Code Section 15373, the County Clerk-Recorder/Registrar of Voters must submit the certification of the statement of votes cast for any General Election. The statement of votes cast for the Butte County November 8, 2022 Statewide Direct General Election is hereby submitted to the Board of Supervisors – action requested - ACCEPT CERTIFICATION OF STATEMENT OF VOTES CAST FOR THE NOVEMBER 8, 2022 STATEWIDE DIRECT GENERAL ELECTION AS REQUIRED BY ELECTION CODE SECTION 15400. (Clerk-Recorder)
- 3.10 Budget Adjustment Authorizing Payment for the Broadband Strategic Planning Commitment Made to the Golden State Finance Authority (GSFA) Out of Committed American Rescue Plan Act (ARPA) Funds - On May 25, 2021, the Board of Supervisors authorized a letter of support to opt in to the GSFA single grant application for an Economic Development Administration (EDA) grant for Broadband Strategic Planning available to Rural County Representatives of California (RCRC) member counties. Then, on June 22, 2021, the Board executed a Memorandum of Understanding with Golden State Finance Authority to: (1) identify and coordinate a broadband task force to provide input to GSFA's selected consultant for the Broadband Strategic Plan, (2) present the final draft of the Plan to the Board and other public bodies for consideration and possible adoption, and (3) contribute a 20% match of \$25,000 to the GSFA, for a total project cost of \$125,000. In September of 2022, RCRC was awarded and accepted the EDA Grant for Broadband Strategic Planning, and in October RCRC kicked off the Broadband Strategic Planning process and requested each County's payment of \$25,000. On October 12, 2021, the Board committed \$1,000,000 in ARPA funds for broadband infrastructure investment. County Administration recommends the Board approve the use of ARPA funds committed for broadband infrastructure investment to match the EDA grant for Broadband Strategic Planning in the amount of \$25,000 to the GSFA – action requested – APPROVE THE BUDGET ADJUSTMENT (4/5 VOTE REQUIRED). (County Administration)
- 3.11 Agreement Amendment with Butte County Fair Association (Association) - The Butte County Fair has been in existence since 1937 and has been managed by the Association since the 1940's. The most recent agreement between the Board of Supervisors and the Association was entered into in December of 2017 and is scheduled to expire on December 31, 2022. Staff recommend the execution of an amendment to this agreement extending the term of this agreement through February 28, 2023, while a new five year agreement with the Association can be finalized – action requested – APPROVE AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN. (County Administration)

- 3.12 Resolution Authorizing Federal Fiscal Year 2022 Homeland Security Grant Application for Office of Emergency Management - In order for the Butte County Operational Area to apply for grant funds from the Department of Homeland Security/Federal Emergency Management Agency, the Board of Supervisors must approve a resolution authorizing the Deputy Administrative Officer - Office of Emergency Services to apply. Approval of the resolution also gives authorization to the Chief Administrative Officer, Assistant Chief Administrative Officer, and Deputy Chief Administrative Officers to sign grant documents. The funds would be used to enhance prevention, preparedness, response and recovery capabilities from threats and incidents of terrorism and all hazards natural or human caused. The grant specifies that an Anti-Terrorism Approval Body (Approval Authority) will determine the best use of funds. The Approval Authority consists of the Public Health Officer, County Fire Chief, County Sheriff, a municipal Fire Chief, and a municipal Chief of Police. The Approval Authority creates sub-committees to make expenditure recommendations that will be forwarded to the Board for final approval. All expenditures for equipment, training, planning, and exercises must meet grant guidelines – action requested – ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN. (County Administration)
- 3.13 Resolution Authorizing Interfund Loan Terms from the PG&E Settlement Fund to the Probation Department to Finance Constructing a New Building for the Probation Administration Offices - The County's Probation building is comprised of multiple mobile structures combined with site improvements that are failing. The County's Capital Improvement Program budgets for constructing a new building and demolishing the current failing facility. Funding for the project consists of \$1.7 million from the Criminal Justice Facilities Construction Fund, \$0.8 million from Facility Reserve, and \$24 million in long-term financing. On September 13, 2022 the Board of Supervisors committed up to \$24 million from the PG&E Settlement Fund to provide an interfund loan for the long-term financing that is needed. Borrowing from the PG&E Settlement Fund versus borrowing from a private lender allows the project to realize substantial savings in interest expense and other financing costs. There is no financial impact to the PG&E Settlement Fund since the funds will continue earning interest at the same rate. The \$24 million interfund loan will be funded on January 1, 2023 to pay planning and permitting costs included in the Fiscal Year 2022-23 budget. Project construction is anticipated to begin in Fiscal Year 2023-24 and is expected to last through December 31, 2025. Interest only payments will be made during construction. After construction the interfund loan will be amortized over thirty years. The first principal and interest payment will be due January 1st, 2027 and the final payment will be due January 1st, 2056. The interest rate on the borrowed funds will be the average County Treasury Pool rate for the four quarters immediately preceding each established annual January 1st payment. Principal repayment will be structured to maintain equal annual principal and interest payments over the life of the interfund loan, however the annual payment will vary as the interest rate fluctuates. Additional lump-sum principal payments will be allowed in addition to the required annual principal and interest payments – action requested – ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN. (County Administration)
- 3.14 Contract with Granicus for GovQA Software - Granicus is a government technology solution provider who offers GovQA software for California Public Records Act management. Granicus will provide products and services to implement the GovQA solution for the County and integrate it into the County's website. The County Counsel's Office recommends entering into a contract with Granicus for implementation of GovQA and provision of related services. The term of the contract is December 13, 2022 through December 12, 2025, not-to-exceed \$85,153 – action requested – APPROVE CONTRACT AND AUTHORIZE THE CHAIR TO SIGN. (County Counsel)

- 3.15 Contract Amendment with Client First Inc. for Software Services - On March 13, 2020, the Department of Development Services entered into a sole source agreement for repairs and ongoing maintenance of the unsupported land use software TRAKiT. Client First is the only company with the staffing and experience to maintain the unsupported software and was recommended by the current developer of the software. The initial contract term was March 26, 2020 through March 26, 2021 for a total not-to-exceed of \$9,999. The agreement has been amended three times as follows: Amendment 1 extended the term through December 31, 2021 and increased the maximum payable amount by \$15,000, not-to-exceed \$24,999. Amendment 2 increased the maximum payable by \$75,000, not-to-exceed \$99,999, and Amendment 3 extended the term of the contract through December 31, 2022. The Department recommends amending the contract to increase the maximum payable amount by \$100,000, not-to-exceed \$199,999 and extend the term through December 31, 2023 to coincide with the go live date of the new County wide land use software – action requested – APPROVE CONTRACT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN. (Development Services)
- 3.16 Land Conservation (Williamson) Act Lot Line Adjustment Consistency Review (LLA21-0022/LCA21-0006) and Amended Contract (Legal Description) for Pacific Realty Associates, LP. – The Williamson Act Advisory Committee reviewed lot line adjustment LLA21-0022 (Pacific Realty Associates, LP/Josh & Rebecca Mull) and determined all required findings, per Government Code Section 51257, can be made and it is consistent with the Williamson Act. The Committee recommends an amended contract legal description for the 156.29 acres enrolled in the Williamson Act. The Lot Line Adjustment is an even exchange of 0.34 acres of land within and outside the Williamson Act. The contract will be amended to include the new legal description for the Williamson Act parcel. The property consists of one lot (APN 039-580-034) located on the south side of Grape Way, approximately 2 miles southwest of Chico. There is no fiscal impact as there is an existing LCA for the parcel and this amendment represents an even exchange of land – action requested - DETERMINE THAT THE LOT LINE ADJUSTMENT IS CONSISTENT WITH THE WILLIAMSON ACT PROGRAM WITH THE RECOMMENDED CONDITIONS, APPROVE AMENDED CONTRACT AND AUTHORIZE THE CHAIR TO SIGN. (Development Services)
- 3.17 Resolution in Recognition of Joyce Skaggs Upon Her Retirement from the Butte County District Attorney's Office - The District Attorney recommends that the Board of Supervisors adopts a resolution recognizing the retirement of Joyce Skaggs upon the occasion of her retirement on November 29, 2022, after 21 years of dedicated service – action requested – ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN. (District Attorney)
- 3.18 Resolution Recognizing Donnell Taylor Upon His Retirement from the Department of Employment and Social Services - The Director of the Department of Employment and Social Services recommends that the Board of Supervisors adopt a resolution recognizing the retirement of Donnell Taylor on the occasion of his retirement on December 30, 2022 after 28 years and 3 months of service to Butte County – action requested – ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN. (Employment and Social Services)

- 3.19 Resolution Recognizing Craig Busse Upon His Retirement from the Department of Employment and Social Services - The Director of the Department of Employment and Social Services recommends that the Board of Supervisors adopt a resolution recognizing the retirement of Craig Busse on the occasion of his retirement on December 30, 2022 after 26 years and 3 months of service to Butte County – action requested – ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN. (Employment and Social Services)
- 3.20 Contract with Enloe Medical Center for Home Healthcare Services, Medical Supplies, and Equipment - The County Medical Services Program (CMSP) was established in January 1983 to provide health care services for indigent adults from the State to counties. Through the Local Indigent Care Needs (LICN) Program, CMSP seeks to expand local indigent care services for low-income, uninsured and under-insured adults experiencing homelessness who lack access to healthcare, behavioral health, and support services. The goal is to improve overall health outcomes and reduce hospital readmissions by providing respite care and supportive services. Butte County anticipates serving 200 individuals per year and 350 unduplicated persons over the three-year period. The Department of Employment and Social Services will administer the CMSP LICN funds and has been awarded \$1,500,000 to operate a three-year pilot program. The program is in partnership with the Department of Behavioral Health, Enloe Medical Center, and Jesus Provides Our Daily Bread (Jesus Center) to provide shelter-based medical respite care and support services. The revenue agreement with CMSP Governing Board for the LICN grant program was approved by the Board of Supervisors on September 20, 2022. The Department recommends entering into a contract with Enloe Medical Center for home healthcare services, medical supplies, and equipment. The term of the contract is upon date of execution through June 30, 2025, not-to-exceed \$415,500 – action requested – APPROVE CONTRACT AND AUTHORIZE THE CHAIR TO SIGN. (Employment and Social Services)
- 3.21 Contract with Record Xpress of California, LLC dba Access Information Protected for Record Management Services - Record Xpress provides document storage, record retrieval and pickups, secure document shredding, console and bin services, data backup and media management. Record Xpress provides confidential storage and paper waste shredding services at Department of Employment and Social Services locations throughout Butte County. The Department issued a Request for Proposal for contractors to provide secure records storage, tracking, retrieval, and reports for confidential, inactive or closed archival records for the Department, as well as mobile confidential document shredding services on July 1, 2022, and received no responses. The County's procurement policy allows the Department to negotiate with any vendor since the Department did a solicitation but did not receive any bids. The Department has used this vendor in the past for similar services. The Department recommends entering into a contract with Record Xpress for record management services. The term of the contract is January 1, 2023 through June 30, 2025, not-to-exceed \$165,000 – action requested – APPROVE CONTRACT AND AUTHORIZE THE CHAIR TO SIGN. (Employment and Social Services)

- 3.22 Resolution Authorizing the County to Accept the County Grant Award for the Access To Technology (ATT) Program - The California Department of Aging created the ATT program to improve broadband speed and access to older adults, 60 years of age and older, and adults with disabilities. The Department of Employment and Social Services applied for grant funding, and on October 14, 2022 was awarded \$429,884. The funding will be utilized to provide technology and training to older adults and adults with disabilities in Butte County through outreach programs, hardware acquisitions, internet connectivity, technical training and support. The ATT Program is a 27-month program, from October 1, 2022 through December 31, 2024 and the Department will partner with Butte County Library to meet the needs of approximately 74,930 older adults and adults with disabilities. The Department recommends the Board of Supervisors adopt the resolution authorizing acceptance of the County Grant Award, which includes the ATT Program and authorize the Director of Employment and Social Services to execute the application, standard agreement and any subsequent amendments or documents required – action requested - 1) ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN; AND 2) AUTHORIZE THE DIRECTOR OF EMPLOYMENT AND SOCIAL SERVICES TO ENTER INTO AND EXECUTE ALL DOCUMENTS REQUIRED TO ACCEPT THE ACCESS TO TECHNOLOGY PROGRAM GRANT. (Employment and Social Services)
- 3.23 Contract with Seneca Family of Agencies for Aftercare Wraparound Services - Seneca Family of Agencies specializes in social services programs which support the healing of children and families by drawing upon community resources with the goal of placement preservation and/or family reunification. Services involve identifying family needs, problem-solving, and decision-making to assist in successful transition out of the child welfare system. This service is for one youth. In October of 2021, California established the requirement that all Child Welfare Agencies shall provide a minimum of six months of aftercare wraparound services to each youth stepping down from a short-term residential transitional program into a lower level of care. Wraparound is a practice of partnering with families to provide intensive services to children and families with complex needs using a team-based approach. The Department of Employment and Social Services recommends entering into a contract with Seneca Family of Agencies for aftercare wraparound services. The term of the contract is November 14, 2022 through May 13, 2023, not-to-exceed \$27,000 – action requested – APPROVE CONTRACT AND AUTHORIZE THE CHAIR TO SIGN. (Employment and Social Services)

- 3.24 Resolution Authorizing Application and Acceptance of the Transitional Housing Program (THP) Round 4 and the Housing Navigation and Maintenance Program (HNMP) Round 1 Joint Allocation
The California Department of Housing and Community Development made \$25.3 million available to counties for the expansion of the THP and \$8.7 million for the expansion of the HNMP within the THP. The County's allocation for THP is \$235,792 and the allocation for HNMP is \$109,764. The THP provides housing stability to help young adults 18 to 25 years old secure and maintain housing with priority given to young adults formerly in the foster care or probation systems. Use of funds may include, but are not limited to, identifying and assisting young adults with housing services in the community, improving coordination of services and linkages to community resources within the child welfare system and the Homeless Continuum of Care, and providing engagement in outreach and targeting to serve those with the most severe needs. The Housing Navigator within the THP finds suitable, stable, safe and affordable housing for young adults participating in the program and assists young adults with filling out applications for housing, setting up utility services, and works with youth to ensure they are financially able to maintain housing. The award letter will be delivered in January 2023, the agreement will be sent in April 2023 and funds will be available in late May 2023 for use in FY 2023-24. The Department of Employment and Social Services recommends the Board of Supervisors adopt the resolution authorizing the application and acceptance of the THP and HNMP joint allocation – action requested – ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN. (Employment and Social Services)
- 3.25 Budget Adjustment and Resolution for Conveyance of Clipper Mills Fire Station to the Grizzly Creek Community Services, Inc. - Fire Station 53, located at 12139 La Porte Road near the far Southeast border of the County in Clipper Mills, was donated to the County in 1983 to operate as a fire station. The County received this property and previously operated volunteer fire services out of it. Later, the Yuba County based Foothill Fire District began to operate fire services out of this facility and continues to do so to this day. The property is lacking a sufficient potable water source and is suffering from deferred maintenance, and the County lacks sufficient funds for a comprehensive maintenance and repair program. The Grizzly Creek Community Services, Inc. (GCCS), a California Non-profit Public Benefit Corporation, submitted a letter of intent to the County stating their interest in taking over the Property for the purpose of raising funds and implementing a comprehensive repair and maintenance program to ensure the property remains a viable benefit to the Clipper Mills community as a Fire Station, and the station remains part of the system wide mutual aid agreement. Staff recommends that the Board of Supervisors deem the property to be surplus to the needs of the County and approve a \$32,000 budget adjustment from the general fund appropriation for contingencies for the GCCS to assist with the transition of the property. Staff also recommend that the Board approve the resolution authorizing the Director, General Services, to execute all documents necessary to complete the conveyance – action requested – 1) DEEM THE PROPERTY TO BE SURPLUS TO THE NEEDS OF THE COUNTY; AND 2) APPROVE THE BUDGET ADJUSTMENT; AND 3) ADOPT THE RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN (4/5 VOTE REQUIRED). (General Services/County Administration)

- 3.26 Resolution Recognizing Grant Hunsicker Upon His Retirement from the Department of General Services - The Department of General Services recommends that the Board of Supervisors adopt a resolution recognizing the retirement of Grant Hunsicker on the occasion of his retirement on December 30, 2022 after over 15 years of dedicated service – action requested – ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN. (General Services)
- 3.27 Change Order Ratifications and Notice of Completion for the Butte County Jail HVAC and Roof Project - On February 23, 2021, the Board of Supervisors approved a contract with United Building Contractors Inc. in the amount of \$3,399,000 for replacement of the failed roof and HVAC equipment serving the main jail. The overall project budget of \$4.6 million includes contingencies to address dry rot and other unforeseen conditions commonly found with this type of project. The Department of General Services has returned to the Board on two occasions for approval of change orders in excess of the authority of General Services to execute that addressed various repairs and conditions to allow the project to move forward. On November 9, 2021, the Board approved change orders #1 through 6, in the total amount of \$462,141. On January 25, 2022, the Board approved change orders #7 through 10, in the total amount of \$224,600 being funded by this project, as well as change order #11 in the amount of \$223,942 to replace a failed make up air unit being funded by the Countywide HVAC replacement project. Through the remainder of construction, the Department has executed change orders #12 through 26 totaling \$127,070 to complete the project. During final balancing of the new HVAC system, new areas were found to have deficient existing components detrimental to the functionality of the facility. The Department issued a Construction Change Directive with instructions for the contractor to perform this necessary additional work, resulting in change order #27 in the amount of \$93,697. The total cost of the contract, after \$1,131,450 in total change orders, is \$4,530,450, split between \$4,212,811 to the Jail HVAC and Roof Project and \$317,639 to the Countywide HVAC project. The work has been inspected and approved by the Departments of General Services and Development Services. The Department of General Services recommends that the Board of Supervisors ratify change orders #12 through 26 that were previously executed by General Services, approve change order #27, accept the work as complete and execute the Notice of Completion. In future years, maintenance to the roofing will be required to retain the warranty – action requested - 1) RATIFY CHANGE ORDERS #12 THROUGH 26; 2) APPROVE CHANGE ORDER #27 AND AUTHORIZE THE CHAIR TO SIGN; 3) ACCEPT THE CONTRACT WORK AS COMPLETE; AND 4) AUTHORIZE THE CHAIR TO SIGN THE NOTICE OF COMPLETION. (General Services)
- 3.28 Contract with RGA Inc. for Architectural Design Services for Phase VI at the Behavioral Health Chico Psychiatric Health Facility - The County continues to make facility improvements at the Behavioral Health Psychiatric Health Facility located at 592 Rio Lindo Avenue in Chico. Throughout the phases, Chico based RGA Inc. has been the design firm developing plans and specification for construction. The Department of General Services recommends that the Board of Supervisors execute a \$32,500 contract with RGA Inc. to provide architectural design services associated with the next phase of construction. Funding is included in the FY 2022-23 budget – action requested – APPROVE CONTRACT AND AUTHORIZE THE CHAIR TO SIGN. (General Services)

- 3.29 Resolution to Amend the Salary Ordinance - Effective January 1, 2023, the California State Minimum Wage will increase to \$15.50 per hour. The Butte County Salary Schedule will be updated to exclude Step 1 of the seven (7) step pay scale from Ranges 1, 2, 3, and 4 which is below the new Minimum Wage. The County has twelve (12) job classifications that are currently set at Ranges 1 - 4. In order to be in compliance with the new law, the Department of Human Resources recommends the elimination of Step 1 of the following classifications: Account Clerk I, Assessment Technician I, Behavioral Health Worker I, Courier, Deputy County Clerk-Recorder I, Health Services Assistant I, Legal Office Assistant I, Office Assistant I, Peer Support Specialist, Public Health Laboratory Aide, Cook I, Custodian – action requested – ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN. (Human Resources)
- 3.30 Updated Side Letter Agreement Between the County and Teamsters General Unit for a Unit Modification Agreement for Correctional Technician Classifications to be included in the Teamsters General Unit for Purposes of Union Representation - The Board of Supervisors adopted a Side Letter Agreement on October 25, 2022 that moved the Correctional Technician classifications from the Butte County Correctional Officers' Association (BCCOA-General Unit) to the Teamsters General Unit (Teamsters-Gen). Following adoption it was discovered that a provision for the Correctional Technicians from the BCCOA-General Unit MOU was inadvertently omitted. This Side Letter Agreement has been updated to incorporate the additional provision for Retirement Contribution for the Correctional Technician classifications – action requested - APPROVE SIDE LETTER AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN. (Human Resources)
- 3.31 Budget Adjustment for the County Firewall Upgrade Project - On August 9, 2022, the Board of Supervisors approved \$615,000 in one-time American Rescue Plan Act (ARPA) funding to upgrade the County firewall appliances. The Department of Information Systems budgeted \$325,000 in year one for the purchase of the firewall equipment. On November 8, 2022, the Board approved a budget adjustment of \$290,000 for year two and three licensing costs to be paid in year one. The purchase negotiation resulted in savings for the capitalized equipment, which was used to purchase three additional years of licensing. The Department recommends a budget adjustment to move appropriation between the IS Equipment Replacement Fund and the operational budget to pay the invoice – action requested – APPROVE BUDGET ADJUSTMENT (4/5 VOTE REQUIRED). (Information Systems)

- 3.32 Capital Asset Purchase and Budget Adjustment - Workday Phase Two Implementation Tenants -
 On January 26, 2021, the Board of Supervisors approved an agreement with Workday, Inc. for an enterprise resource planning (ERP) system. The Workday ERP system includes financial, human resources, timekeeping, payroll, grants, projects and the related security and integrations. The County is currently implementing phase two of Workday, including the employee benefits functionality. The purchase of two additional subscription tenants is required to meet critical end-of-year deadlines. A tenant is described as a unique instance of the Workday service that requires its own secure computing environment. New or updated configurations, reports, data validation, security and integrations must be vetted and tested in a tenant separate from production to mitigate risk of interruption to business-critical processes. The County needs two tenants for configuration and testing purposes: one will be used for three months during phase two implementation and one will be permanent. The monthly cost for each tenant is \$2,200 for a total cost of \$22,000 in FY 2022-23. This purchase is allowed per the terms of the original agreement with Workday. The Department of Information Systems recommends the Board approve the capital asset purchase of two Workday tenants and approve the budget adjustment for \$22,000 – action requested - 1) APPROVE CAPITAL ASSET PURCHASE (2); AND 2) APPROVE BUDGET ADJUSTMENT (4/5 VOTE REQUIRED). (Information Systems)
- 3.33 Capital Asset Purchase (2) and Budget Adjustment - In July 2022, the Board of Supervisors adopted the FY 2022-23 budget, which included several capital assets within the Road Fund Budget. After adoption, the Department of Public Works began the procurement process and is receiving bids that are higher than 10% of the budgeted cost. Pursuant to Budget Policy, increases in capital asset appropriations of more than 10% require approval from the Board. The Department recommends the Board approve capital asset authority and use of existing appropriation for the two purchases: one asphalt trench paver increase by 61.5% or \$92,000 for a revised total price of \$242,000, and one crane body service truck increase by 48.5% or \$53,100 for a revised total price of \$163,100. Savings from budgeted capital asset vehicle will pay for the increase in expenses. The Department recommends that Board approve the budget adjustment for the asphalt trench paver – action requested - 1) APPROVE CAPITAL ASSET PURCHASES (2); AND 2) APPROVE BUDGET ADJUSTMENT FOR THE CAPITAL ASSET (1)(4/5 VOTE REQUIRED). (Public Works)

- 3.34 Resolution Accepting Funds by the State Department of Water Resources (DWR) for the Deferred Maintenance Project on the Mud-Sycamore Creek Levee System - The Department of Public Works serves as the local maintenance entity for the Mud and Sycamore Creek levees in the Chico area. Levee operations and maintenance activities are funded by County Service Area 24 - Chico-Mud Creek Drainage District, which includes 15,200 parcels. The levees are part of the State's flood control system and are eligible for specific programs and funding opportunities through the DWR. The Department has utilized the DWR sponsored Deferred Maintenance Project, which uses State General Funds and bond funds to investigate gravity drain pipes under levees. The preliminary investigation identified 18 pipes eligible for rehabilitation and four pipes eligible for removal and replacement. Since that time, DWR determined that only three pipes qualified for removal and replacement. The overall value of the maintenance work on the levee systems exceeds \$1.25 million. On September 14, 2021, the Board of Supervisors adopted three resolutions approving the County's participation in the Deferred Maintenance Project and authorizing the Director of Public Works to execute the agreement. The Deferred Maintenance Project was divided into two phases. The first phase rehabilitated 18 pipes and was completed this summer. The second phase will remove and replace three pipes and is scheduled for construction next summer. Maintenance work costs have increased since the execution of the initial agreement in January 2022. DWR requires a resolution to accept the increase in funds awarded by DWR for the Deferred Maintenance Project for the Mud-Sycamore Creek Levee System. The Department recommends the Board adopt the resolution accepting the funds for the Deferred Maintenance Project and authorize the Director of Public Works to sign any non-substantive amendments to the agreement with DWR for any additional disbursements. The Department will provide minor administration and project management for the proposed work, expenses for administration are included in the CSA 24 FY 2022-23 budget – action requested – ADOPT THE RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN. (Public Works)
- 3.35 Budget Adjustment for County Service Area (CSA) 169, Zone 1 - In FY 2021-22, the Department of Public Works determined that the perimeter fence around the retention pond at CSA 169, Zone 1 required replacement. Quotes were requested but were not received in time for the development of the FY 2022-23 budget. As a result, staff budgeted \$20,000 for the project, with the understanding that actual costs might be higher. In October 2022, Northern California Fence of Chico submitted a quote for the fence replacement at a total cost of \$29,970. The Department recommends approving a budget adjustment of \$9,970 for CSA 169, Zone 1, to fund the replacement of the retention pond perimeter fence – action requested – APPROVE BUDGET ADJUSTMENT (4/5 VOTE REQUIRED). (Public Works)

- 3.36 Contract with ABC Liovin Drilling, Inc. for Installation of Groundwater Monitoring Wells at the Neal Road Recycling and Waste Facility (NRRWF), Capital Asset Authority and Budget Adjustment - In response to Waste Discharge Requirement Order R5-2022-009, the Department of Public Works submitted a Groundwater Monitoring Network Augmentation Plan to the Central Valley Regional Water Quality Control Board (Water Board). The Water Board approved the plan, which requires the Department to install five new groundwater monitoring wells at NRRWF to address areas not adequately monitored by the existing groundwater well network. On October 25, 2022, the Board of Supervisors approved the specifications and authorized the Department to advertise for bids for the Groundwater Monitoring Well Installation Project. The Department advertised the Project on October 26, 2022, and a total of two bids were received. The lowest responsive and responsible bidder was ABC Liovin Drilling, Inc. of Signal Hill. The Department recommends the Board award the contract to ABC Liovin Drilling, Inc. and authorize the Director of Public Works to sign the contract and order changes or additions in work performed per Public Contract Code section 20142. The Department recommends the Board approve capital asset authority for the purchase of five groundwater monitoring wells at NRRWF and approve budget adjustment – action requested - 1) AWARD THE CONTRACT TO ABC LIOVIN DILLING, INC.; 2) AUTHORIZE THE DIRECTOR OF PUBLIC WORKS TO SIGN THE CONTRACT AND ORDER CHANGES OR ADDITIONS IN THE WORK BEING PERFORMED; 3) APPROVE CAPITAL ASSET AUTHORITY (5); AND 4) APPROVE BUDGET ADJUSTMENT (4/5 VOTE REQUIRED). (Public Works)
- 3.37 Contract with ViaTRON Systems, Inc. for Scanning and Digitization Services - The Department of Public Works has a Department policy for retention of electronic records to reduce the amount of space dedicated to storing paper and hard copy files. On May 8, 2018, the Board of Supervisors adopted a resolution authorizing the Department's use of an electronic records retention policy consistent with the County Records Retention Policy and State requirements and authorized the Department to destroy hard copy files after compliance with State and County requirements. On September 2, 2022, the Department issued a Request for Qualifications for scanning and digitization services and received two responses. After evaluation, the Department selected Viatron Systems, Inc. of Los Angeles, California, as the most qualified and responsive vendor. The Department recommends the Board approve a contract with Viatron Systems, Inc. for scanning and digitization services. The term of the contract is December 13, 2022, through December 13, 2023, not-to-exceed \$250,000 – action requested – APPROVE CONTRACT AND AUTHORIZE THE CHAIR TO SIGN. (Public Works)
- 3.38 Memorandum of Understanding (MOU) with City of Chico for 2022 Local Solicitation Justice Assistance Grant (JAG) Program Funds and Budget Adjustment - Each year the City of Chico and the Sheriff's Office receive an allocation of federal funds disbursed by the US Department of Justice (DOJ) referred to as JAG Program. The City of Chico receives funds from the DOJ and passes them to the Sheriff's Office through the use of this MOU. The Sheriff's Office portion of the allocation for the 2022 JAG funds is \$24,309 and will be used to pay for extra help staff assigned to perform preemployment background checks as well as the purchase of equipment. The Department recommends entering into the MOU with the City of Chico for Local Solicitation JAG program funds and adjusting the budget in the amount of \$24,309. The term of the MOU begins October 1, 2021 and ends September 20, 2025, not to exceed \$24,309 – action requested - 1) APPROVE MOU AND AUTHORIZE THE CHAIR TO SIGN; AND 2) APPROVE BUDGET ADJUSTMENT (4/5 VOTE REQUIRED). (Sheriff)

- 3.39 Memorandum of Understanding (MOU) Between the Sheriff's Office and the Butte County Superior Court for Court Security Service Funding - Pursuant to the 2011 Realignment Act (AB118), the majority of security funding was removed from the Court's budget and allocated directly from the State of California Controller (State) to the County Trial Court Security Account (TCSA). Commencing July 1, 2012, all security funding was meant to be allocated directly to the TCSA by the State; however, in the case of Butte County, funding continues to be sent to the Superior Court. As the Sheriff's Office is responsible for providing all court security services, the Court agrees to pay the Sheriff's Office \$481,445 in Fiscal Year 2022-23 and until the agreement is amended or funding is terminated by the State. The sole purpose of the MOU is to provide a mechanism to transfer the funds from the Superior Court to the County. The Sheriff's Office recommends entering into a MOU with the Butte County Superior Court for Court Security Services. The term of the MOU begins July 1, 2022, not-to-exceed \$481,445 each year – action requested – APPROVE THE MEMORANDUM OF UNDERSTANDING AND AUTHORIZE THE CHAIR TO SIGN. (Sheriff)
- 3.40 Resolution Supporting the Boating Enforcement Program and Authorizing Application for the Division of Boating and Waterways (DBAW) Boating Safety and Enforcement Aid Program Grant - Each year the Sheriff's Office applies for \$159,342 in grant funds from DBAW for year-round patrols of the Feather River, Sacramento River, and Lake Oroville. The Sheriff is charged with the enforcement of boating laws and regulations by means of vessel, foot, and vehicle patrol. Uniformed law enforcement personnel will provide year-round patrols on all waterways, provide education to the public on State and local boating laws, conduct vessel inspection programs for compliance with required safety equipment and vessel registration, as well as, provide supervision of on-the-water boating activities. The program funds a full-time uniformed Deputy Sheriff, a leased patrol vehicle, marine equipment, and supporting program services. The State requires the County to utilize annual boat tax revenue of \$140,601 prior to utilizing the grant funds. Boat tax revenue is used to partially fund a full-time Sheriff's Sergeant to oversee the water enforcement program. The State requires a resolution in support of the Boating Enforcement Program and authorizing the application for funds – action requested – ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN. (Sheriff)
- 3.41 Franchise Tax Board Court-Ordered Debt Contract Renewal and Minute Order - The Treasurer-Tax Collector's Office is renewing its contract with the Franchise Tax Board (FTB) Court-Ordered Debt (COD) Program. When the Central Collections Division has exhausted all available avenues of collection and deems a debt "uncollectable," the FTB-COD Program takes additional measures to pursue seriously delinquent unpaid court-ordered fines, forfeitures, and penalties. The FTB charges an administrative fee of 15% of the amount successfully collected and returns the balance to the County. The County recovers the administrative fee through the Comprehensive Fine Program. Although the contract does not require Board approval, the FTB requires that the County submit a resolution approved by the Board to enter into the contract. A certified minute order will meet this requirement – action requested - AUTHORIZE AGREEMENT WITH THE FRANCHISE TAX BOARD TO BE SIGNED BY GENERAL SERVICES AND PROVIDE A MINUTE ORDER AS CONFIRMATION. (Treasurer-Tax Collector)

REGULAR AGENDA**4.01 Boards, Commissions, and Committees**(List available at www.buttecounty.net/clerkoftheboard/appointmentslist)**A. Appointments to Listed Vacancies**

1. Reappointment to the Assessment Appeals Board (AAB) - The AAB is a governing body provided for under the Constitution of the State of California, as well as Article IV of the Butte County Code. The AAB is an independent entity whose function is to resolve disputes between the County Assessor and taxpayers over values of locally assessed property and consists of three members appointed by the Board of Supervisors. Members must have at least five years of experience as either a lawyer, Certified Public Accountant, licensed real estate broker, property appraiser, or be a person who the nominating member of the Board of Supervisors has reason to believe possesses competent knowledge of property appraisal and taxation. AAB members serve for a period of three years, and continue to serve until their successor is appointed. The AAB is requesting that the Board of Supervisors reappoint Jodi White as a Regular Member of the AAB, with a term ending January 11, 2025 – action requested - REAPPOINT JODI WHITE TO THE ASSESSMENT APPEALS BOARD WITH A TERM ENDING JANUARY 11, 2025. (Other – Assessment Appeals Board)

2. Appointment to the Butte County Children and Families Commission (First 5) - First 5 is part of a Statewide effort to create a seamless system of integrated and comprehensive programs and services by establishing community-based programs to provide parental education and family support services relevant to effective childhood development; encouraging pregnant women and parents of young children to quit smoking; and educating the public on the importance and the benefits of nurturing, health care, family support, and child care. First 5 is a nine-member commission comprised of a member of the Board of Supervisors, the Directors of the Departments of Public Health, Behavioral Health, and Employment and Social Services, and five members of the public appointed by the Board. In addition, the Board appoints two alternates to First 5. First 5 recommends the Board appoint Dr. Rumneet Kullar as an alternate Commissioner, with a term ending June 30, 2025. Dr. Kullar is a Child and Adolescent Psychiatrist, and fulfills the role of representatives of local groups for prevention or intervention for families at risk – action requested - APPOINT DR. RUMNEET KULLAR AS ALTERNATE COMMISSIONER TO THE BUTTE COUNTY CHILDREN AND FAMILIES COMMISSION WITH TERM ENDING JUNE 30, 2025. (Other - Butte County Children and Families Commission)

3. Appointments to the Butte County Library Advisory Board – The Library Advisory Board (LAB) was created for the following purposes: to update and annually maintain a strategic plan for the Butte County Library; develop and maintain a long range library financial plan; provide an annual statement/report on the state of the Library for the past year; develop fundraising plans for the Board of Supervisors approval; provide oversight of the funds deposited with the North Valley Community Foundation on behalf of the Butte County Libraries, as authorized on May 15, 2002 by the Board of Directors of the Butte County Library Foundation and prior to the closure of the Foundation; oversee the development of relationships with community partners, such as schools and business; assist with the relationships with the cities and towns in the County; advise the Board of Supervisors on issues and trends impacting the Library; monitor technology that will affect the operation of the Library and provide guidance to the Board of Supervisors; develop and oversee public relations campaigns in support of the Library; and encourage in every possible way the development and advancement of the public library system. The LAB is comprised of 10 voting members, with two members residing in each supervisorial district, appointed by the Board of Supervisors. Additionally, the County Librarian shall serve as a non-voting member on the LAB. Supervisor Teeter requests that the Board of Supervisors appoint Patrick Newell to the District 5 seat with a term ending December 13, 2026; and Supervisor Ritter requests that the Board of Supervisors appoint Hilary Herman to the District 3 seat with a term ending December 13, 2026 – action requested - APPOINT PATRICK NEWELL TO THE DISTRICT 5 SEAT WITH A TERM ENDING December 13, 2026; AND APPOINT HILARY HERMAN TO THE DISTRICT 3 SEAT WITH A TERM December 13, 2026. (Other – Library Advisory Board)

B. Board Member / Committee Reports and Board Member Comments

(Pursuant to California State law, the Board is prohibited from taking action on any item not listed on the agenda)

- 4.02 Board of Supervisors Public Comment - Comments to the Board on issues and items not listed on the agenda. Pursuant to California State law, the Board of Supervisors is prohibited from taking action on any item not listed on the agenda. Please note that Public Comment is in two separate sections. One, as the first regular item on the agenda, which will last a maximum of 15 minutes, with another to follow as the last item on the regular agenda with no time limits.
- 4.03 Retirement Resolution for Candace J. Grubbs and Honorary Naming of Hall of Records - County Clerk-Recorder requests the Board of Supervisors adopt a resolution recognizing Candace J. Grubbs, Butte County Clerk-Recorder/Registrar of Voters, on the occasion of her retirement On January 2, 2023 after 36 years of devoted service to her elected position at the County. Candace J Grubbs was instrumental in securing necessary funding and affectively addressing barriers to ensure that the Hall of Records be constructed as a state-of -the-art building. The Department recommends that the Board approve the naming of the Hall of Records building the "Butte County Clerk-Recorder Candace J. Grubbs Hall of Records." The Department has provide an alternative option for Board consideration. Visual samples of the recommended signage and the alternative option are included in the agenda packet – action requested - 1) ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN; 2) APPROVE THE NAMING OF THE HALL OF RECORDS IN HONOR OF CANDACE J GRUBBS; AND 3) PROVIDE DIRECTION FOR THE NAMING CONVENTION. (Clerk-Recorder)

- 4.04 Employment Contract for Director - General Services - Approval is requested for the employment contract with Michael Hodson, Director of General Services. The term of the contract is from December 13, 2022 through December 12, 2025. The proposed annual salary is \$167,000 – action requested – APPROVE THE CONTRACT AND AUTHORIZE THE CHAIR TO SIGN. (County Administration)
- 4.05 Employment Contract for Director - Human Resources - Approval is requested for the employment contract with Director of Human Resources, Sheri Waters. The term of the contract is from December 23, 2022 through December 22, 2025. The proposed annual salary is \$176,574.30, which is a 5% increase. The annual salary will increase by 4% to \$183,637.27 beginning December 23, 2023 and by 3% to \$189,746 beginning December 23, 2024 – action requested – APPROVE THE CONTRACT AND AUTHORIZE THE CHAIR TO SIGN. (County Administration)
- 4.06 Resolution for Exemption to the 180-Day Wait Period to Hire CalPERS Retiree - The California Public Employees' Pension Reform Act (PEPRA) of 2013 requires newly retired persons to "sit out" for a period of 180 days before returning to work for an employer in the same retirement system which they receive a retirement. An exemption to this rule is permitted by Government Code section 7522.56(f)(1), if approved by the governing body in a public meeting on the regular agenda. Joyce Skaggs retired as a Supervising Legal Secretary from the District Attorney's Office on November 30, 2022. The District Attorney's Office recommends the Board of Supervisors approve a resolution to allow the extra-help hiring of Joyce Skaggs as a Senior Legal Secretary commencing January 7, 2023. The District Attorney's Office has a significant number of extended, but temporary, shortages of clerical staff. The District Attorney intends for Joyce Skaggs to train staff, work on special projects, provide coverage for the most challenging tasks, and to help with backlog. The Director of Human Resources has reviewed the facts and concurs that the request is consistent with Government Code section 7522.56(f)(1) – action requested – ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN. (District Attorney)

- 4.07 Comment Letter for Delta Conveyance Project Environmental Impact Report - On January 15, 2020, the Department of Water Resources (DWR) issued a Notice of Preparation (NOP) for the Delta Conveyance Project (DCP) Environmental Impact Report (EIR) in compliance with the California Environmental Quality Act (CEQA). As part of the DCP EIR scoping process, the Board of Supervisors provided a scoping comment letter dated April 16, 2020 recommending issues that the DCP EIR should address. These concerns included: 1) the DCP must honor the water right priority system and area of origin water rights and not redirect impacts to the northern Sacramento Valley; 2) the DCP should account for the Sustainable Groundwater Management Act (SGMA), emphasize the principle of regional self-reliance, and assess groundwater impacts upstream of the Delta; 3) the DCP EIR should fully disclose any plans to incorporate north of Delta groundwater basins into the State Water Project; 4) the DCP EIR must fully describe the project's socioeconomic impacts in every impacted area; 5) the DCP EIR should consider non-conveyance alternatives; 6) the DCP EIR should evaluate water supply reliability and other implications of climate change; and 7) The DCP must clearly identify funding sources. On July 27, 2022, DWR published the Draft EIR for public review. Public comments on the EIR are due by December 16, 2022. On November 2, 2022, the Water Commission reviewed the Board's scoping comment letter and discussed additional concerns, directed staff to draft an EIR comment letter on behalf of the Board, and formed an ad hoc committee to review the draft letter. The Water Commission ad hoc committee met on November 28, 2022 to review the EIR comment letter. The EIR comment letter discusses whether or not the DCP EIR addresses the Board's previous concerns and concluded that the following additional analyses and discussions must be conducted prior to finalizing the EIR: 1) ensure that any changes in operation do not redirect impacts to the northern Sacramento Valley; 2) adequately account for the implementation of SGMA; 3) consider that some of the water supplies historically exported may not be available in the future; 4) assess the potential impacts for all environmental topic areas upstream of the Delta region; 5) include a broader analysis of water supply and reliability discussions; 6) evaluate potential changes in operations and the direct and indirect impacts associated with those changes; and 7) clearly identify funding sources for the DCP. The Water Commission ad hoc committee recommends the Board approve the proposed comment letter – action requested – APPROVE LETTER AND AUTHORIZE THE CHAIR TO SIGN. (Water and Resource Conservation)
- 4.08 Grant Agreement with Department of Healthcare Services (DHCS) through Advocates for Human Potential (AHP) for Behavioral Health Mobile Crisis and Non-Crisis Services – In September 2021, the DHCS through its agent, AHP awarded a grant in the amount of \$5,000,000 to Butte County to build its Community Crisis Mobile Unit program (CCMU). The mobile crisis unit will allow the Department of Behavioral Health to build a program which will reach clients that are otherwise likely unreachable. The CCMU will mobilize behavioral health professionals to respond and support individuals where they are with the resources to provide crisis interventions and non-crisis interaction. The CCMU will be a collaborative effort between law enforcement, behavioral health, and others with a focus on result-oriented, positive treatment and resources to those experiencing behavioral health crisis across the county. The \$5,000,000 will be paid over a three and a half year span, and will facilitate the purchase of vehicles, recreation vehicles for mobile offices, technical equipment, radios, cell phones, and other items necessary to operate. It will also provide funding for training, staffing, and other expenses that will be incurred over the term of the grant. The Department recommends approving the DHCS Grant agreement through AHP in the amount of \$5,000,000. The term of the grant is January 1, 2022 through June 30, 2025 – action requested – APPROVE GRANT AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN. (Behavioral Health)

- 4.09 County Emergency Early Warning System Assessment Presentation and Next Steps - On April 26, 2022 the Board of Supervisors authorized a contract with HQE to assess the County's need for an Emergency Early Warning System (System). HQE surveyed the County, identified areas that could benefit from a System and created a cost estimate with a scope of work which would allow the Office of Emergency Management (OEM) to create a Request for Proposal (RFP) for a System. OEM is seeking Board direction on the next steps which could include the issuance of an RFP – action requested – PROVIDE DIRECTION TO STAFF. (County Administration)
- 4.10 Budget Adjustment for Additional State Allocations - Each year, the Department of Employment and Social Services prepares a budget for its various programs based on anticipated funding allocations from the State. Since State funding allocations are not finalized until after the Board of Supervisors approves the recommended budget, a budget adjustment is often required during the fiscal year. For FY 2022-23, the Department received additional allocations totaling \$3,123,667 for programs including: California Work Opportunity and Responsibility to Kids (CalWORKs) Housing Support Program (HSP), CalWORKs Home Visiting Program (HVP), CalWORKs Mental Health and Substance Abuse (MH/SA), Housing and Disability Advocacy Program (HDAP), Emergency Child Care Bridge Program for Foster Children (Bridge Program), Complex Care Child Specific Requests allocation (Complex Care), Bringing Families Home Program (BFH) and Home Safe Program. These additional allocations will support ongoing contracts for CalWORKs HVP, MH/SA, and Bridge Program and financial assistance to support housing efforts for HSP, HDAP, Complex Care, BFH, and Home Safe Program. An additional \$40,000 in revenue from the Housing and Homelessness Incentive Program funds provided to managed care plans is included to cover costs for the 2023 Point-In-Time census count administration. Also included is a \$1,405,672 budget adjustment to reduce appropriation transfer to General Services for projects and services and to increase appropriation in building maintenance and repair within the Department. There is an offsetting reduction in appropriations in the General Services budget. General Services is unable to support the Department building projects and facility maintenance due to staffing shortages. General Services supports the Department working directly with facility owners and vendors on projects and maintenance, which includes the Department's capital projects – action requested – APPROVE BUDGET ADJUSTMENT (4/5 VOTE REQUIRED). (Employment and Social Services)
- 4.11 Side Letter Agreement between the County and Teamsters General Unit, Teamsters Mid Management Unit and Professional Employees Unit to Modify Existing Site Differential Pay in Crisis Services - The Behavioral Health Department is required to provide 24 hour crisis services at a number of facilities throughout the County. Due to the intensity of these services, the Department has had, and continues to have, difficulty recruiting and retaining staff at these sites. In an effort to attract qualified applicants and retain existing personnel, the County and Union agreed as part of this Side Letter Agreement to increase the existing Site Differential Pay from 5% to 10% (non-pensionable) for the employees assigned to these 24 hour crisis services locations. All other programs/locations that currently received Site Differential as part of the existing MOU's, shall remain at 5% pay – action requested – APPROVE SIDE LETTER AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN. (Human Resources)

- 4.12 Successor Memorandum of Understanding (MOU) between the County and Skilled Trades Unit - The County and the bargaining team for the Skilled Trades Unit (STU) have met and conferred over a successor MOU. Consistent with Board direction the agreed upon significant changes in the successor MOU are: 1) Implementation of the Koff & Associates Classification and Compensation Study; 2) a one-time payment of \$2,000 in January 2023, one-time payment of \$1,000 in July 2023 and one-time payment of \$1,000 in July 2024; 3) Increase to the County Contribution to the Health Plan; 4) Increase to the Cashback amount for both employee tiers; 5) Increase to the amount for Standby Pay; and 6) Term is from Board adoption through September 30, 2025 – action requested - 1) APPROVE MOU; AND 2) ADOPT RESOLUTION TO AMEND THE SALARY ORDINANCE AND AUTHORIZE THE CHAIR TO SIGN. (Human Resources)
- 4.13 Contract with SCS Engineers for Environmental Monitoring Services at the Neal Road Recycling and Waste Facility (NRRWF) - On December 11, 2018, the Board of Supervisors approved a three-year contract with SCS Engineers to provide environmental monitoring and reporting services for the NRRWF. A standardization exemption to solicitation was used to procure SCS Engineering's services. The contract was amended on July 23, 2019 with term ending June 30, 2022. On June 14, 2022, the Board approved a temporary six-month contract extension with SCS Engineers and directed the Department to issue an updated Request for Qualifications for environmental monitoring services at the NRRWF. The Department advertised a Request for Qualifications from August 5, 2022 through September 7, 2022, and received two Statement of Qualifications. The Department conducted a multi-step review process of both Statements of Qualifications, which included reviews from parties outside of the Department. After a thorough and impartial review of the Statements of Qualifications, SCS Engineers of Sacramento was determined to be the most qualified firm. The Department recommends the Board approve an agreement with SCS Engineers for environmental monitoring services at NRRWF. The term of the contract is January 1, 2023, through December 31, 2025, not-to-exceed \$1,255,184 – action requested – APPROVE CONTRACT AND AUTHORIZE THE CHAIR TO SIGN. (Public Works)
- 4.14 Contract Amendment with Dokken Engineering for On-Call Engineering Services - On October 26, 2021, the Board of Supervisors approved a contract with Dokken Engineering for on-call engineering services to support the Department of Public Works with engineering services on a task-order basis. The term of the contract is October 26, 2021, through October 26, 2026, not-to-exceed \$500,000. To date, the Department has issued three task orders that total \$499,208. The Department has additional projects that include bridge right-of-way services for the East Rio Bonito Bridge across Hamilton Slough projects. The total cost for the two projects is \$304,000. The Department recommends amending the contract with Dokken Engineering to increase the maximum payable amount by \$500,000 not-to-exceed \$1,000,000 to support the two current projects and ensure funds are available for additional on-call services. All other contract terms will remain the same – action requested – APPROVE CONTRACT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN. (Public Works)

- 4.15 Contract Amendment with Quincy Engineering Inc. (Quincy) for Professional Services Related to the Ord Ferry Bridge Replacement Project (Project) - As included in the Department of Public Works Infrastructure Master Plan, the Department has planned to replace an existing narrow and load-restricted bridge on Ord Ferry Road at the crossing of Little Chico Creek. The Ord Ferry Road Bridge is located 3.6 miles west of the community of Dayton and southwest of the City of Chico. On August 9, 2016, the County entered into a contract with Quincy of Sacramento to develop contract plans, specifications, and estimates to construct the Ord Ferry Road Bridge. The term of the contract is August 9, 2016 through August 9, 2021, not-to-exceed \$920,339. In December 2017, the contract was amended to include updated terms and conditions and include Contract Disadvantage Business Enterprise Commitment form, all other terms remained the same. On July 27, 2021 the contract was amended to extend the contract completion date to August 9, 2024. All other terms remained the same. In October 2022, the ownership of Quincy Engineering, Inc. transferred to Consor North America, Inc. The Department recommends amending the contract to recognize the change in ownership to Consor North America, Inc. and assign the Rights and Obligations to Consor North America, Inc., and revise the Scope of Work to include construction support services during Project construction. The amendment extends the contract term by 15 months through November 30, 2025, and increases the maximum payable amount by \$147,770, not-to-exceed \$1,068,039. All other terms remain the same – action requested – APPROVE THE CONTRACT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN. (Public Works)
- 4.16 Approve the Butte County Department of Public Works Purchasing and Procurement Policy and Introduction of an Ordinance Amending Chapter 46 of the Butte County Code entitled "Purchasing" - The Butte County Center-Led Contracting/Procurement Policies and Procedures Manual (Center-Led Manual) was most recently adopted by the Board of Supervisors in May 2016 to provide policies and procedures for core procurement functions under Government Code section 54202. While the Center-Led Manual applies to most County departments and provides authority to the Department of General Services, it delegates contract authority directly from the Board of Supervisors to the Road Commissioner and the Director of Public Works by way of the Butte County Code. Per section B.3, the Center-Led Manual does not govern the contracting or procurement made by the Department of Public Works, the Director of Public Works, or the Road Commissioner for Public Works projects, except when the General Services Department makes purchases or contracts on their behalf, at their request. In coordination with County Counsel and the Department of General Services, the Department of Public Works developed a purchasing and procurement policy to articulate the policies and procedures for purchasing and procurement within the authority of the Road Commissioner and Director of Public Works. The Department recommends the Board approve the Butte County Department of Public Works Purchasing and Procurement Policy and adopt an ordinance amending Chapter 46 of the Butte County Code, entitled "Purchasing" to include reference to the Butte County Department of Public Works Purchasing and Procurement Policy – action requested - 1) APPROVE BUTTE COUNTY DEPARTMENT OF PUBLIC WORKS PURCHASING AND PROCUREMENT POLICY; AND 2) WAIVE THE FIRST READING OF THE ORDINANCE ENTITLED "AN ORDINANCE OF THE COUNTY OF BUTTE AMENDING CHAPTER 46 ENTITLED, "PURCHASING". (Public Works)

- 4.17 Fire Victims Trust Camp Fire Claims Public Survey Results - At its June 14, 2022 meeting, the Board of Supervisors directed staff to develop a voluntary, anonymous survey to be sent out to all Camp Fire survivors to gather input on their interactions with the Fire Victim Trust. Staff developed the Camp Fire Claims Public Survey to understand the status of claims and payments resulting from Camp Fire losses and the overall fairness of the private claims process being used. Survey questions were developed to help the County better understand the concerns of claimants, and determine whether any particular concerns are widely held. The survey opened on September 8, 2022, with a link to the survey available on the Butte County web site home page. Paper copies of the survey were available at all Butte County Library Branches, and a PDF version of the survey was available on-line for those who preferred to print and mail their own copy to the Butte County Administration office. Responding to the survey was voluntary, and respondents were requested to complete one survey per household. There were 54 questions total within three categories (Personal, Business and Minors). Respondents were asked to answer only those questions applicable to their household; and if they did not have Camp Fire Claims, they were asked not to complete the survey. The survey took approximately 6 minutes to complete. The survey asked for no personal identifying information and was anonymous. The survey closed on Tuesday, October 25, 2022, after running for more than four weeks. The total number of responses submitted on-line and on paper was 1,491. An executive summary of results is presented for discussion and further direction to staff – action requested – PROVIDE DIRECTION TO STAFF. (Other – Board of Supervisors)
- 4.18 Update of Budget, Legislative, and Other Current Issues by the Chief Administrative Officer
- 4.19 Board of Supervisors Public Comment (Continuation as Needed) - Comments to the Board on issues and items not listed on the agenda. Please note that pursuant to California State law, the Board of Supervisors is prohibited from taking action on any item not listed on the agenda.
- 4.20 Items Removed from the Consent Agenda for Board Consideration and Action

5. PUBLIC HEARINGS AND TIMED ITEMS

- 5.01. 11:00AM – Timed Item - Appeal of Planning Commission's Denial of a Tentative Parcel Map (TPM22-0005/Royal) - The applicant for a Tentative Parcel Map (TPM22-0005), Larry Royal, has filed an appeal of the Butte County Planning Commission's November 10, 2022 denial of the Tentative Parcel Map application. The Department of Development Services recommends that the Board uphold the appeal and approve the Tentative Parcel Map as set forth in the Resolution included in the agenda packet. The project proposes to divide a 301.5 acre property, encompassing both an AG-40 and G-C zone, with Agriculture and Retail General Plan designations, into one parcel of 40 acres, and a designated remainder of 260 acres. The subject parcel is developed with an existing commercial use called the “Earthworm Soil Factory”, a retail farm store with agricultural facilities. The subject parcel fronts on Clark Road/SR-191 and Durham-Pentz Road. The parcel frontage is unimproved without curb, gutter, and sidewalk. The proposed Parcel will include the existing commercial zone and use and retain access from Clark Road/SR-191. The Planning Commission denied the project on a 4-1 vote. The Planning Commission indicated concern regarding the staff proposed California Environmental Quality Act (CEQA) Guidelines Section 15061 Common Sense Exemption. Four members of the public spoke concerning environmental impacts of the project, primarily regarding impacts to biological resources and groundwater. Additionally, letters have been received in opposition to the project. Staff has reviewed the appeal and all public comment submitted. Staff supports the CEQA Common Sense Exemption as it can be seen with certainty that there is no possibility that the project will have a significant effect on the environment. No further development is proposed under this project. The Planning Commission staff report and record from the hearing are included in the agenda packet – action requested - ADOPT RESOLUTION UPHOLDING THE APPEAL AND APPROVING THE TENTATIVE PARCEL MAP (TPM22-0005/ROYAL), AND AUTHORIZE THE CHAIR TO SIGN. (Development Services)
- 5.02. 1:30PM – Timed Item - 2022 Classification and Compensation Study Summary - At its March 24, 2020 meeting, the Board of Supervisors approved a contract with Koff & Associates for a County-wide Classification and Total Compensation Study. The County's goals for the study were to identify a competitive pay and benefit plan based on market data which would assist in the recruitment and retention of staff as well as outline equitable internal classification relationships. The Class/Comp Study began in April of 2021 and was completed in June 2022. Butte County employees completed approximately 1300 Position Description Questionnaires, Koff review 503 job classifications and performed over 800 employee and management interviews. The study collected a total of 204 benchmark classification salary and benefit data from the County's negotiated comparator counties. The data revealed the County classifications were on average 6.5% below the market in salary and 12.8% below the market in total compensation. With Board direction the implementation of the study data included classification salaries increasing to market median over a 3 year period and an increase to the County's contribution to health insurance and cashback. Implementation will help the County be more competitive in the job market with greater ability to recruit and retain quality staff – action requested – ACCEPT FOR INFORMATION. (Human Resources)

- 5.03. 1:40PM – Timed Item - Fiscal Year 2022-23 Mid-year Budget Adjustment and Position Allocation Schedule for Classification and Compensation Increases, and Resolution Amending Library Hours
The Board of Supervisors adopted the FY 2022-23 budget on July 26, 2022 setting appropriations for the fiscal year. The Board adopted new agreements with the County's employee bargaining groups after completion of a classification and compensation study. The increased costs for employee salaries and benefits were not included in the FY 2022-23 adopted budget. The estimated increased costs total \$26.3 million for FY 2022-23 with \$9 million of that in the General Fund. County Administration recommends the Board approve a mid-year budget adjustment (Schedule C) and changes to the positions allocation to accommodate the increases. The increases will be offset by 1) deleting 103 vacant positions, of which 68 are in the General Fund; 2) budgeting new revenue and using fund balance where possible, which is primarily in non-General Fund departments; 3) using \$610,000 in one-time funding and \$1,250,361 of the General Fund Appropriation for Contingency to allow departments to strategically manage these increases; and 4) reducing the budgets for the Fire Department and the Library, which will result in services reductions in order to maintain law enforcement services. The budget adjustment also includes increased appropriations for one-time payments to employees, which were included in the employee agreements. The appropriations are offset by American Rescue Plan Act funds for departments in the General Fund, Child Support Services, and some divisions of DESS typically funded by the General Fund transfer to Social Services and offset by reducing appropriations, adding revenue, using fund balance, or transferring funds from a restricted sub fund in non-General Fund departments – action requested - 1) APPROVE THE SCHEDULE C AND DIRECT STAFF TO ADJUST THE FY 2022-23 BUDGET (4/5TH VOTE REQUIRED); 2) APPROVE THE RECOMMENDED POSITION ALLOCATION BY DEPARTMENT AND DIRECT STAFF TO PREPARE A SALARY ORDINANCE AMENDMENT; AND 3) ADOPT RESOLUTION AMENDING LIBRARY HOURS. (COUNTY ADMINISTRATION)
- 5.04. 2:15PM – Timed Item - Library Funding Structure - At the June 28, 2022 Board of Supervisors Meeting, staff presented a report outlining the costs and funding structure of the Butte County Library. During deliberation of the item, the Board raised a number of questions that staff were directed to do additional research on. Staff are now returning with this information – action requested – PROVIDE DIRECTION TO STAFF. (County Administration)

6. BOARD OF SUPERVISORS CLOSED SESSION

6.01 Public Employee Employment, Appointment, Recruitment, Performance Evaluations, Including Goals, Pursuant to Government Code Section 54957:

- A. Agricultural Commissioner
- B. Behavioral Health Director
- C. Chief Administrative Officer
- D. Chief Probation Officer
- E. Child Support Services Director
- F. County Counsel
- G. Development Services Director
- H. Employment and Social Services Director
- I. General Services
- J. Human Resources Director
- K. Information Systems Director
- L. Library Director
- M. Public Health Director
- N. Public Works Director
- O. Water and Resources Conservation Director

6.02 Conference with Labor Negotiator Pursuant to Government Code Section 54957.6:

Negotiators:	Jack Hughes, Sheri Waters, and Casey Hatcher
Employee Organizations:	Teamsters - General Unit; Teamsters - Social Services Workers' Unit; Butte County Management Employees Association; Butte County Probation Peace Officers Association; Butte County Probation Peace Officers Association - Management Unit; Butte County Professional Employees' Association; Butte County Deputy Sheriff's Association - General Unit; Butte County Deputy Sheriff's Association - Management/Supervisory Unit; Butte County Correctional Officers Association - General Unit; Butte County Correctional Officers Association - Supervisory Unit; UPEC Local 792 - Skilled Trades Unit; Butte County Deputy District Attorneys Association - Attorney Unit; Confidential Unit; Non-Represented Unit; Board of Supervisors Executive Assistants

6.03 Actual litigation pursuant to Gov. Code Sec. 54956.9(d)(1) - four cases:

- a. County of Butte, et al., v. PG&E, San Francisco County Superior Court, Case No. CJC-21-005208.
- b. Coulombe v. Butte County Probation, Butte County Superior Court, Case No. 18CV02884.
- c. Robbie Merwin v. Butte County; Workers' Compensation Appeals Board Case No. ADJ4414655 (Claim Number: CBTE-81691).
- d. Bobby Stewart v. Butte County; Workers' Compensation Appeals Board Case No. ADJ11514396 (Claim Number: BAUP-550714).

6.04 Workers' compensation liability claim pursuant to Gov. Code Sec. 54956.95 (a) - one case:

- a. Hugh Hooks; Workers' Compensation Claim, Claim Number: BAUP-551112.

Recess as the Butte County Board of Supervisors and Convene as the Thompson Flat Cemetery District Board of Trustees

THOMPSON FLAT CEMETERY DISTRICT BOARD OF TRUSTEES
REGULAR MEETING AGENDA
DECEMBER 13, 2022

1. **CALL TO ORDER**
2. **CORRECTIONS AND/OR CHANGES TO THE AGENDA** (NONE)
3. **CONSENT AGENDA**
 - 3.01 Thompson Flat Cemetery District-Required Meeting - The Board of Supervisors became the Thompson Flat Cemetery District Board of Trustees on August 10, 1999. Pursuant to Health and Safety Code section 9029, the Trustees are required to meet at least once every three months. This meeting satisfies compliance with that code. No action is required. (General Services)
4. **REGULAR AGENDA** (NONE)
5. **PUBLIC COMMENT**
6. **THOMPSON FLAT CEMETERY DISTRICT BOARD OF TRUSTEES CLOSED SESSION** (NONE)

Recess as the Thompson Flat Cemetery District Board of Trustees and Reconvene as the Butte County Board of Supervisors

**Butte County
Department Heads**

Agricultural
Commissioner:
Louie Mendoza

Assessor*:
Diane Brown

Auditor-Controller*:
Graciela Gutierrez

Behavioral Health:
Scott Kennelly

Chief Administrative
Officer:
Andy Pickett

Chief Probation Officer:
Melissa Romero

Child Support Services:
Sean Farrell

Clerk-Recorder /
Registrar of Voters*:
Candace Grubbs

County Counsel:
Brad Stephens

Development Services:
Paula Daneluk

District Attorney*:
Mike Ramsey

Employment & Social
Services:
Shelby Boston

Fire Chief:
Garrett Sjolund

General Services:
Grant Hunsicker

Human Resources:
Sheri Waters

Information Systems:
Paul LaValley

Library:
Narinder Sufi

Public Health:
Danette York

Public Works:
Joshua Pack

Sheriff-Coroner*:
Kory Honea

Treasurer-Tax Collector*:
Troy Kidd

UC Cooperative
Extension Advisor:
Luis Espino

Water & Resource
Conservation:
Kami Loeser

*Elected Official

**Information and Procedures Concerning the Agenda and
Board of Supervisors Meetings**

Meeting Information:

Meetings are generally held the second and fourth Tuesday of each month. Meetings start at 9:00 a.m. and are held in the Board of Supervisors Chambers, County Administration Building, 25 County Center Drive, Oroville. At the end of each year the Board adopts a meeting schedule for the upcoming year. Meeting dates can be changed as a result of holidays or other events so please check the meeting calendar to be certain. Copies of the adopted meeting calendar for the year are available in the County Administrative Office or on the Clerk of the Board website page.

Agenda Information:

The agenda for every meeting of the Board is posted in front of the County Administration Building at least 72 hours before each meeting, and is available by mail subscription, e-mail subscription, or at the Clerk of the Board website. A copy of the agenda and supporting materials provided to the Board of Supervisors members to explain each agenda item (excluding documents that are not a public record within the meaning of the Public Records Act) are available for your review at the County Administrative Office, the Chico, Oroville, and Paradise libraries (please do not remove items from these files), and at the Clerk of the Board website. Copies of supporting materials can be made for you at a charge to cover costs. The list of communications included with the agenda packages is not comprehensive. Additional communications to the Board of Supervisors may have been received but not included in the agenda supporting material. Copies of all communications received by the Board of Supervisors (excluding documents that are not a public record within the meaning of the Public Records Act) are available at the County Administrative Office upon request.

Agenda Format and Meeting Order:

The agenda is usually organized into the following areas and meetings generally proceed in the following order:

1. **Public Comment:** This is the area of the agenda where members of the audience may address the Board on any matter not listed on the agenda. The Board, by law, cannot take action on any matter not listed on the agenda, but may respond to statements or questions and provide staff direction. Public Comment is limited to 3 minutes, and may be adjusted at the discretion of the Chair.
2. **Consent Agenda:** These items are considered routine and are handled by one motion and vote of the Board. If you wish to discuss any item on the Consent Agenda you can either fill out a speaker card (located in the back of the board room) and give it to the Clerk of the Board (sitting to the right of the Board) or, when the Chair asks if there is anything anyone would like to remove from the Consent Agenda, stand and approach the podium and request the item be removed. The removed items are discussed at the end of the Regular Agenda.
3. **Regular Agenda:** This is where presentations to the Board and items that require full discussion are heard. Items removed from the Consent Agenda are discussed under this section.
4. **Public Hearing and Timed Items:** This is where items that are required by law to be heard as a public hearing are set. This is the section where appeals before the Board are usually discussed. Hearings may start after the time listed, but will never start before the time listed.
5. **Closed Session:** The Board is authorized, by law, to meet in a closed session in certain circumstances. This area of the agenda identifies those items that will be discussed during the Closed Session.

Public Participation:

It is the policy of the Board of Supervisors, and a requirement of the California Open Meetings Law, to allow members of the public the opportunity to comment on all matters before the Board. Public participation is limited to matters within the subject matter jurisdiction of the Board pursuant to Government Code Section 54954.3. The Board has adopted policy and procedures to facilitate the meeting process and conduct. A complete listing of these policies and procedures can be found in the printed booklet agenda, obtained at the County Administrative Office, or viewed at the Clerk of the Board website.

The Board of Supervisors is also committed to making its proceedings accessible to all residents. Individuals with special needs should call the Clerk of the Board at 530.552.3300, Monday through Friday, 8:00 a.m. to 5:00 p.m. to request disability-related modifications/accommodations, or to request materials in alternate formats. All requests for special accommodations and/or alternative format documents must be made 48 hours prior to the meeting.

For further information contact the:
Clerk of the Board of Supervisors
County Administration Office
25 County Center Drive, Suite 200, Oroville, CA 95965
530.552.3300

