

GLENN MCGOURTY
DISTRICT 1
MAUREEN MULHEREN
DISTRICT 2
JOHN HASCHAK
DISTRICT 3
DAN GJERDE
DISTRICT 4
TED WILLIAMS
DISTRICT 5



DARCIE ANTLE
CHIEF EXECUTIVE OFFICER
CLERK OF THE BOARD

JAMES R. ROSS
INTERIM COUNTY COUNSEL

MENDOCINO COUNTY

BOARD OF SUPERVISORS AGENDA

ANNUAL ORGANIZATIONAL MEETING

January 9, 2024 - 9:00 AM

Meeting Location(s): 501 Low Gap Road, Room 1070, Ukiah, CA. 95482 (Board Chambers)

Zoom Link: <https://mendocinocounty.zoom.us/j/87076542574>

Zoom Phone Number (if joining via telephone): 1 669 900 9128 ; Zoom Webinar ID: 870 7654 2574

Listed below are some of the Board of Supervisors Public Engagement options. For streaming options and a complete list of ways to interact with agenda items (or more information on any of these listed) please visit: <https://www.mendocinocounty.org/government/board-of-supervisors/public-engagement>

Written Comment

- Submit online via the eComment platform at <https://mendocino.legistar.com/Calendar.aspx>

Verbal Comment

- Speak in person at any physical meeting location when the Chair calls for Public Comment
- Join the Zoom Webinar and use the "raise hand" feature when the Chair calls for Public Comment (if joining via telephone: press *9 to raise your hand, and *6 to unmute yourself when called)
- Leave a voicemail message, up to 3 minutes in length, by calling 707-234-6333

*Note: Voicemail comments will no longer be played back during Open Session, but are immediately available to the full Board of Supervisors upon submittal.

1. OPEN SESSION (PLEDGE OF ALLEGIANCE AND ROLL CALL 9:00 A.M.)

The Mendocino County Board of Supervisors meets concurrently as the Board of Directors of the: In Home Supportive Services Public Authority Governing Board; Mendocino County Air Quality Management District; Mendocino County Public Facilities Corporation; and the Mendocino County Water Agency.

1a) Roll Call

1b) Pledge of Allegiance

2. PUBLIC EXPRESSION

Members of the public are welcome to address the Board on items not listed on the agenda, but within the jurisdiction of the Board of Supervisors. The Board is prohibited by law from taking action on matters not on the agenda.

Individuals wishing to address the Board under Public Expression are welcome to do so via any method listed on the front page of this agenda or on our Public Engagement page, at: <https://rb.gy/d3p0>

For more information on any of these methods, please call the Mendocino County Clerk of the Board at (707) 463-4441

3. CONSENT CALENDAR

The Consent Calendar is considered routine and non-controversial and will be acted upon by the Board at one time without discussion. Any Board member may request that any item be removed from the Consent Calendar for individual consideration.

See section at the end of this document for the full listing of Consent items.

4. REGULAR CALENDAR

4a) Discussion and Possible Action Including Election of Chair and Vice-Chair of the Mendocino County Board of Supervisors for Calendar Year 2024 (Sponsor: Clerk of the Board)

Recommended Action:

Nominate and elect Supervisor _____ as Chair and Supervisor _____ as Vice-Chair of the Mendocino County Board of Supervisors for the 2024 calendar year.

- 4b) **Discussion and Possible Action Including Adoption of the 2024 Board of Supervisors Master Meeting Calendar (Sponsor: Clerk of the Board)**

Recommended Action:

Adopt the 2024 Board Master Meeting Calendar; and direct the Clerk of the Board to notify County departments of same.

Attachments: [2024 Master Meeting Calendar](#)

- 4c) **Discussion and Possible Action Including Adoption of Resolution Adopting the Board of Supervisors Rules of Procedure (Sponsor: Clerk of the Board)**

Recommended Action:

Adopt Resolution adopting the Board's Rules of Procedure as presented; and authorize Chair to sign same.

Attachments: [Resolution 24-007](#)
[Rules of Procedure \(Adopted January 9, 2024\)](#)
[Resolution](#)
[2024 Rules of Procedures - Proposed Revisions](#)

- 4d) **Discussion and Possible Action Including Appointment of Standing Committee Members Pursuant to Historical Practice; and Adoption of Resolution Regarding Board Standing Committees for 2024 (Sponsor: Clerk of the Board)**

Recommended Action:

Appoint standing committee members pursuant to historical practice; adopt Resolution regarding Board Standing Committees for 2024; and authorize Chair to sign same.

Attachments: [Resolution 24-008](#)
[Appointments - Final](#)
[01-08-24 Revised Resolution \(Clean\)](#)
[01-08-24 Revised Resolution \(Redline\)](#)
[Proposed Appointments](#)
[Resolution](#)

- 4e) **Discussion and Possible Action Including Approval of Board Special Assignments/Appointments as Recommended by the Chair of the Board (Sponsor: Clerk of the Board)**

Recommended Action:

Approve the proposed 2024 Special Assignment Roster as presented; and authorize Clerk of the Board staff to transmit said appointments to each, as necessary.

Attachments: [2024 Special Assignments Roster - Adopted](#)
[Special Assignments Roster 2024 - DRAFT](#)

- 4f) **Discussion and Possible Action Including Adoption of a Resolution and Approval of Memorandum of Understanding Between the County of Mendocino and the Mendocino County Law Enforcement Management Association for the Term of July 1, 2023 through June 30, 2026 (Sponsors: Human Resources and Executive Office)**

Recommended Action:

Adopt Resolution and approve Memorandum of Understanding between the County of Mendocino and Mendocino County Law Enforcement Management Association for the term of July 1, 2023 through June 30, 2026; and authorize Chair to sign same.

Attachments: [Resolution 24-009](#)
[Agreement 24-004](#)
[Resolution](#)

- 4g) **Discussion and Possible Action Including Adoption of a Resolution and Approval of Memorandum of Understanding Between the County of Mendocino and the Service Employees International Union Local 1021 (SEIU 1021) for the Term of July 1, 2023 through June 30, 2026 (Sponsors: Human Resources and Executive Office)**

Recommended Action:

Adopt Resolution and approve Memorandum of Understanding between the County of Mendocino and Service Employees International Union Local 1021 (SEIU 1021) for the term of July 1, 2023 through June 30, 2026; and authorize Chair to sign same.

Attachments: [Resolution 24-010](#)
[Agreement 24-005](#)
[Resolution](#)

- 4h) **Discussion and Possible Action Including Referral of Continued Development of the 2024 Legislative Platform to the General Government Standing Committee Pursuant to the Board of Supervisors Rules of Procedure**

(Sponsor: Executive Office)

Recommended Action:

Refer the continued development of the 2024 Legislative Platform to the General Government Standing Committee pursuant to the Board of Supervisors Rules of Procedure.

- 4i) **Discussion and Possible Action Including Acceptance of Informational Report(s) from the Assessor/Clerk-Recorder/Registrar of Voters, Acting Auditor-Controller/Treasurer-Tax Collector, District Attorney, Sheriff and Various County Department Heads or Designee(s)**

(Sponsor: Executive Office)

Recommended Action:

Accept any informational reports provided by the Assessor/Clerk-Recorder/Registrar of Voters, Acting Auditor-Controller/Treasurer-Tax Collector, District Attorney, Sheriff and Various County Department Heads or Designee(s).

- 4j) **Chief Executive Officer's Report**

(Sponsor: Executive Office)

Recommended Action:

Accept the Chief Executive Officer's report.

- 4k) **Discussion and Possible Action Including Review, Adoption, Amendment, Consideration or Ratification of Legislation Pursuant to the Adopted Legislative Platform**

(Sponsor: Executive Office)

Recommended Action:

Provide direction to staff on matters of legislation.

- 4l) **Supervisors' Reports Regarding Board Special Assignments, Standing and Ad Hoc Committee Meetings, and Other Items of General Interest**

(Sponsor: Board of Supervisors)

Recommended Action:

Provide direction to staff on matters of legislation.

5. MODIFICATIONS TO AGENDA

Items added to the agenda subsequent to agenda publication, up to 72 hours in advance of the meeting, pursuant to Government Code section 54954.

6. CLOSED SESSION

Any public reports of action taken in the closed session will be made in accordance with Government Code sections 54957.1.

3. CONSENT CALENDAR - CONTINUED

The Consent Calendar is considered routine and non-controversial and will be acted upon by the Board at one time without discussion. Any Board member may request that any item be removed from the Consent Calendar for individual consideration.

ITEMS RECOMMENDED FOR APPROVAL:

MINUTES**3a) Approval of Minutes of December 19, 2023 Regular Meeting**

Recommended Action:

Approve minutes of December 19, 2023 regular meeting.

Attachments: [12-19-23 Minutes](#)

APPOINTMENTS**3b) Approval of Appointments/Reappointments**

Recommended Action:

Approve the following appointments/reappointments:

- 1. Jenine Miller, County Representative, First 5 Mendocino; and*
- 2. Gina Danner, A Representative of a Local Planning Agency for the Early Intervention Program (SELPA), Policy Council on Children and Youth.*

Attachments: [Miller Application](#)

[Danner Application](#)

- 3c) **Approval of Reappointments of Supervisor Glenn McGourty as Mendocino County's First Representative, Janet Pauli, Chair of Mendocino County Inland Water and Power Commission (MCIWPC), as Mendocino County's Second Representative, and Chris Watt, Chair of the Russian River Flood Control and Water Conservation Improvement District (RRFCWCID), as Mendocino County's Third Representative to the Public Policy Facilitating Committee (PPFC) Pursuant to the Memorandum of Understanding Among the United States Army Corps of Engineers (USACE), National Marine Fisheries Service (NMFS), and the Sonoma County Water Agency (SCWA)**

Recommended Action:

Reappoint Supervisor Glenn McGourty as Mendocino County's first representative, reappoint Janet Pauli, Chair of Mendocino County Inland Water and Power Commission (MCIWPC), as Mendocino County's second representative, and Chris Watt, Chair of the Russian River Flood Control and Water Conservation Improvement District (RRFCWCID), as Mendocino County's third representative to the Public Policy Facilitating Committee (PPFC); pursuant to the Memorandum of Understanding among the United States Army Corps of Engineers (USACE), National Marine Fisheries Service (NMFS), and the Sonoma County Water Agency (SCWA).

- 3d) **Approval of the Public Facilities Corporation Appointment of Officers and Change in Service of Process Contact for the Corporation**

Recommended Action:

Approve the Public Facilities Corporation Appointment of Officers and change in Service of Process Contact for the Corporation, as described in the attached form SI-100.

Attachments: [2024 Statement of Information \(Draft\)](#)

BOARD OF SUPERVISORS

- 3e) **Adoption of Proclamation Recognizing January 2024 as Positive Parenting Awareness Month in Mendocino County
(Sponsors: Supervisor Mulheren and Supervisor Haschak)**

Recommended Action:

Adopt Proclamation recognizing January 2024 as Positive Parenting Awareness Month in Mendocino County; and authorize Chair to sign same

Attachments: [Proclamation](#)

EXECUTIVE OFFICE

- 3f) **Adoption of Resolution Authorizing the CEO / Director of Emergency Services, Sheriff-Coroner / Assistant Director of Emergency Services, and/or Undersheriff to Execute for, and on Behalf of, Mendocino County Any Actions Necessary for Administration of the State Homeland Security Grant (FY23), the Emergency Management Performance Grant (FY 23)**

Recommended Action:

Adopt resolution authorizing the CEO / Director of Emergency Services, Sheriff-Coroner / Assistant Director of Emergency Services, and/or Undersheriff to execute for, and on behalf of, Mendocino County any actions necessary for administration of the State Homeland Security Grant (FY23) and the Emergency Management Performance Grant (FY23); and authorize Chair to sign same.

Attachments: [Resolution 24-001](#)
[Resolution](#)

- 3g) **Adoption of Resolution Designating the Chief Executive Officer (CEO) as Official Responsible for Proposing and Facilitating the Development and Submission of the Fiscal Year (FY) 2024-2025 Budget**

Recommended Action:

Adopt Resolution designating the Chief Executive Officer (CEO) as the official responsible for proposing and facilitating the development and submission of the FY 2024-2025 Budget; and authorize Chair to sign same.

Attachments: [Resolution 24-002](#)
[Resolution](#)

- 3h) **Adoption of Resolution Renewing a Declaration of a Local Emergency Related to Climate Change**

Recommended Action:

Adopt Resolution renewing a declaration of a Local Emergency related to Climate Change; and authorize Chair to sign same.

Attachments: [Resolution 24-003](#)
[Resolution](#)

- 3i) **Adoption of Resolution Renewing a Declaration of a Local Emergency Related to Tree Mortality**

Recommended Action:

Adopt Resolution renewing a declaration of a Local Emergency related to Tree Mortality; and authorize Chair to sign same.

Attachments: [Resolution 24-004](#)
[Resolution](#)

GENERAL SERVICES AGENCY

- 3j) **Approval of the List of Personnel Authorized to Use County Vehicles for Work-to-Home/Home-to-Work Travel, Pursuant to Mendocino County Code Chapter 3.12, "The County Vehicle Policy"**

Recommended Action:

Approve the list of personnel authorized to use County vehicles for work-to-home/home-to-work travel pursuant to Mendocino County Code Chapter 3.12, "The County Vehicle Policy".

Attachments: [Work-to-Home Home-to-Work 2024 Personnel Authorized Table-FINAL 12.21.23](#)

- 3k) **Approval of Professional Service Agreement with 4LEAF Incorporated, in the Amount of \$474,400, for Inspector of Record and Document Management Services for the Senate Bill (SB) 844 Mendocino County Jail Project, 951 Low Gap Road in Ukiah**

Recommended Action:

Approve professional service agreement with 4LEAF Inc., in the amount of \$474,400, for inspector of record and document management services for the SB844 Mendocino County Jail Project at 951 Low Gap Road in Ukiah; and authorize Chair to sign same.

Attachments: [Agreement 24-001](#)

- 3l) **Approval of Professional Service Agreement with SHN Consulting Engineers & Geologists Incorporated, in the Amount of \$145,000 for Construction Materials Testing and Special Inspection Services for the Senate Bill (SB)844 Mendocino County Jail Project, at 951 Low Gap Road in Ukiah**

Recommended Action:

Approve a professional service Agreement with SHN Consulting Engineers & Geologists Inc., in the amount of \$145,000, for construction materials testing and special inspection services for the SB844 Mendocino County Jail Project at 951 Low Gap Road in Ukiah; and authorize Chair to sign same.

Attachments: [Agreement 24-002](#)

- 3m) **Approval of Renewing the Finding Made in Resolution No. 23-145 that the Deteriorated Roof Structure of the Agriculture and Farm Advisor Building and the Impending Inclement Weather Constitutes an Emergency that Requires Immediate Action to Mitigate Additional Damages of County Property and that this Emergency will not Permit a Delay Resulting from Competitive Solicitation for Bids and Immediate Action is Necessary to Respond to the Emergency and There is a Need to Continue with the Contract to Resolve the Emergency**

Recommended Action:

Approve renewing the finding made in Resolution No. 23-145 that the deteriorated roof structure of the Agriculture and Farm Advisor building and the impending inclement weather constitutes an emergency that requires immediate action to mitigate additional damages to County property and that this emergency will not permit a delay resulting from competitive solicitation for bids and immediate action is necessary to respond to the emergency and there is a need to continue with the contract to resolve the emergency.

HUMAN RESOURCES

- 3n) **Adoption of Resolution Authorizing the Destruction of Inactive Personnel Files Pursuant to Resolution Number 20-140 and Closed Recruitment Files Pursuant to California Government Code Section 26202 and Mendocino County Civil Service Rules V, Section 7**

Recommended Action:

Adoption of Resolution authorizing the destruction of inactive personnel files pursuant to Resolution Number 20-140 and closed recruitment files pursuant to California Government Code Section 26202 and Mendocino County Civil Service Rules V, Section 7; and authorize Chair to sign same.

Attachments: [Resolution 24-005](#)
[Resolution](#)

- 3o) **Adoption of Resolution Establishing the New Classification of Senior Accountant-Auditor, \$78,062.40 - \$94,889.60/Annually**

Recommended Action:

Adoption of Resolution establishing the new classification of Senior Accountant-Auditor, \$78,062.40 - \$94,889.60/annually; and authorize Chair to sign name.

Attachments: [Resolution 24-006](#)
[Resolution](#)

MENDOCINO COUNTY RETIREMENTS ASSOCIATION

- 3p) **Acceptance of the Mendocino County Employees Retirement Association Actuarial Valuation Report for the Fiscal Year Ending June 30, 2023; and Adoption of the Retirement Contribution Rates Contained Within the Report for Fiscal Year 2024/2025**

Recommended Action:

Accept the Mendocino County Retirement Association Actuarial Valuation report for the fiscal year ending June 30, 2023; and adopt the Retirement Board's recommended employee and employer retirement contribution rates as contained within the report for the fiscal year 2024/2025.

Attachments: [Actuarial Valuation Report](#)

PROBATION

- 3q) **Approval of Retroactive Agreement with Mendocino County Youth Project in the Amount of \$184,609, to Provide Community and Juvenile Hall Intervention, Prevention, Education and Treatment Services for the Period of July 1, 2023, through June 30, 2024**

Recommended Action:

Approve retroactive Agreement with Mendocino County Youth Project in the amount of \$184,609 to provide community and Juvenile Hall intervention, prevention, education, and treatment services for the period of July 1, 2023, through June 30, 2024; authorize the Chief Probation Officer to sign any future amendments that do not increase the maximum amount; and authorize Chair to sign same.

Attachments: [Agreement 24-003](#)

SHERIFF-CORONER

- 3r) **Adoption of Proclamation Recognizing January 9, 2024, as National Law Enforcement Appreciation Day in Mendocino County**

Recommended Action:

Adopt Proclamation recognizing January 9, 2024, as National Law Enforcement Appreciation Day in Mendocino County; and authorize Chair to sign same.

Attachments: [Proclamation](#)

SOCIAL SERVICES

- 3s) **Approval of Certification Statement Regarding Composition of Mendocino County Local Child Care Planning Council Membership; and Authorization for Submission of Statement by the Mendocino County Local Child Care Planning Council Coordinator to the California Department of Social Services**

Recommended Action:

Approve certification statement regarding composition of Mendocino County Local Child Care Planning Council Membership; authorize submission of the statement by the Mendocino County Local Planning Council Coordinator to the California Department of Social Services; and authorize Chair or authorized representative to sign same.

Attachments: [2023-24 LPC Membership Certification - Signed](#)

- 3t) **Approval of Updated Mendocino County Child Care and Development Local Planning Council Bylaws**

Recommended Action:

Approve updated Mendocino County Child Care and Development Local Planning Council Bylaws.

Attachments: [Council Approved LPC By-Laws 11/6/2023](#)
[DRAFT LPC By-Laws 09.07.2023](#)

ADJOURNMENT

Additional Meeting Information for Interested Parties

For a full list of the latest available options by which to engage with agenda items, please visit <https://www.mendocinocounty.org/government/board-of-supervisors/public-engagement>

All electronically submitted comment is immediately available to Supervisors, staff, and the general public by clicking this meeting's eComment link at <https://mendocino.legistar.com/Calendar.aspx>

LIVE WEB STREAMING OF BOARD MEETINGS is available at <https://mendocino.legistar.com> or visit the Mendocino County YouTube channel. Meetings are also livestreamed from the Mendocino County Facebook page. For technical assistance, please contact the Clerk of the Board at (707) 463-4441. Please reference the departmental website to obtain additional resource information for the Board of Supervisors: www.mendocinocounty.org/bos

The Mendocino County Board of Board of Supervisors complies with the Americans with Disabilities Act (ADA) requirements and upon request, will attempt to reasonably accommodate individuals with disabilities by making meeting material available in appropriate alternative formats (pursuant to Government Code 54953.2). Anyone requiring a reasonable accommodation to participate in a meeting of the Board of Supervisors or Affiliate Meeting Body should contact the Mendocino County Clerk of the Boards Office at (707) 463-4441, not less than 48 hours prior to the meeting.

Thank you for your interest in the proceedings of the Mendocino County Board of Supervisors.