



# The CEO Report

October 20, 2020

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## Human Resources Update

### COVID-19 Response and Statistics

County employees have used the following Emergency Paid Sick Leave, Emergency FMLA (for childcare), and Advanced Sick Leave since the availability of the benefits on April 1, 2020:

#### **Emergency Paid Sick Leave (EPSL) for Employee Personal use only:**

- Currently on sick leave: 5
- Returned to work from sick leave: 78
- No longer County employed: 3
- Total employees: 86

#### **FMLA/EPSL for Child Care Reasons:**

- Continuous leave: 2
- Intermittent Leave: 38
- Returned from FMLA: 21
- No longer County employed: 3
- Total employees: 64

#### **Advanced Sick Leave:**

- Total employees: 15

### Vacancy List

Attached to this report is an updated Justification of Filled Positions table and the Vacancy and Recruitment Update provided by Human Resources. These reports include additional information as requested by the Board of Supervisors and includes all funded allocated positions, all vacant funded positions, all positions approved to be filled, including positions in the recruitment process, all new hires (excluding extra help), all separations, and the number of employees on leave for each budget unit. The report will contain cumulative information for the current fiscal year and will be updated monthly.

## Request for Proposal/Request for Qualifications/Request for Bids (RFP/RFQ/RFB) Update

### **RFB# 38-20 Mental Health HVAC Unit 22 Replacement**

- Issued on October 2, 2020
- Submission deadline is October 29, 2020

### **RFB# 10-20 Yokayo Breakroom Refresh**

- Issued on September 25, 2020
- Submission deadline is October 29, 2020

### **RFB# 32-20 Construction of a Crisis Residential Treatment Facility**

- Issued on September 24, 2020
- Submission deadline is October 22, 2020

### **RFB# 31-20 Generator Provision Main Jail & Juvenile Hall**

- Issued on September 23, 2020
- Submission deadline is October 20, 2020

### **RFQ# 29-20 Toyota SUV-Land Management**

- Issued on September 16, 2020
- Submission deadline was October 1, 2020
- In evaluation process

### **RFQ# 30-20 Jail Food**

- Issued on September 16, 2020
- Submission deadline was October 1, 2020
- In evaluation process

### **RFQ# 28-20 Ammunition**

- Issued on September 15, 2020
- Submission deadline was September 29, 2020
- In evaluation process

### **RFP# PBS/DR 21-001 Disaster Recovery and Special Planning Projects Assistance**

- Issued on September 4, 2020
- Submission deadline was September 28, 2020
- In evaluation process



## Agriculture Update

The Department of Agricultural Commissioner Sealer of Weights and Measures has been conducting the usual inspections the best they can under the COVID-19 restrictions. Their office is operating for permits, testing and device inspection. Members of the public are advised to call the front desk or knock loudly on the Bush Street door for staff assistance.

The Department has developed a program to reduce the population of gorse weed on the coast in the Caspar area. The gorse is not only an invasive species, but it is also a terrible fire threat to the community. This is planned to be a long term project.

The Department is setting more traps for Brown Marmalated Stink Bugs (BMSB). Along with the University Extension, they have found more BMSB's in the traps in Philo, Ukiah and Talmage. The Department has finished the European Grapevine Moth (EVGM) trapping with a few more traps to retrieve. There is still no evidence of EVGM in the county. We are finding a few Light Brown Apple Moths (LBAM) in traps on the coast. The glassy winged sharp shooter traps and the detections traps are still inspected and to date, there are no finds in the traps. The Grape Vine Mealy Bug traps will be checked in November.

CDFA and CDPH have been helpful in supplying personal protective equipment to the agricultural community throughout the State this year due to COVID-19 and fires. The County Agricultural Department has been able to give out 34,600 surgical and 7,930 N95 masks. These masks are to protect from COVID-19, smoke inhalation and/or pesticide use when required by label or code.

The Weights and Measures Program has been active this summer. The platform, hanging, vehicle, fish, cannabis and farmers market weighing devices were tested. The Program also tested retail motor fuel, LPG, water, electric, gas vapor and wholesale meters and performed price verification and labelling inspections in grocery stores.



*Legislative information, California Law, daily events and legislative publications can be viewed online at the official California Legislative Information website by visiting:*

<http://leginfo.legislature.ca.gov/>

## Emergency Projects

### **Laughlin Repeater Site – Emergency Power Transfer Switch Failure**

On September 18, 2020, the Executive Office was notified by Facilities staff that the Laughlin repeater site had experienced an Emergency Power Transfer Switch failure. Staff contacted outside contractors to work with the manufacturer to trouble shoot the issues. During the evaluation, the switch was determined to no longer be functional. All necessary parts and/or complete switch replacement are being requested from the manufacturer. Parts replacement or switch replacement can take a significant amount of time with shipping and delays because of COVID. Measures were put in place in order for the site to be functional on normal source power. As of October 15, 2020, Facilities staff are continuing to work on the switch replacement. Cost estimates will include labor related to the third party contractor; parts at this time appear to be covered by the manufacturer.

### **Redwood Valley Sheriff's Substation Building – Water Damage**

On October 2, 2020, while assessing the training center, Facilities staff noticed water leaking from the slab of the Sheriff Substation building. Once inside, it was evident that water was spraying from under the kitchen sink. The water supply was shut off at the supply to the sink. An initial failure assessment indicated that a drinking water filter cartridge was leaking. Staff procured services from West Coast Fire and Water to provide mitigation and damage assessment. Due to the nature of this, staff proceeded with emergency response authority to limit damage to the building. The initial costs associated with the water mitigation are approximately \$12,000. Follow up repairs will be addressed at a later date.



*Stay plugged in and up-to-date with the latest Mendocino County News by visiting:*

[www.mendocinocounty.org](http://www.mendocinocounty.org)

## Mendocino County Winter Holiday Schedule

All County offices will be closed November 26-27, 2020, December 25, 2020, and January 1, 2021. In addition, and as has been the schedule in past years, many Departments will be closed half day on November 25, the week of December 21-25, and half day on December 31, 2020. The Executive Office is working with Departments on their planned holiday schedules and a news release will be issued to provide detailed holiday closure information for County Departments. The public is urged to call a Department's office number in advance to confirm the availability of services during the winter holiday. Please visit the County's website at [www.mendocinocounty.org](http://www.mendocinocounty.org) for department contact information.

## Board Directives

During Board of Supervisors meetings, the Clerk of the Board records the various consensus decisions and/or legislative actions that direct County staff and/or other agencies to follow up, research, or follow through on certain topics or issues. The Executive Office maintains a tracking mechanism of all said directives with a status as to completion and/or necessary steps to follow through.

Attached is a draft list of all current directives as of October 6, 2020. Note that directives after July 8, 2020, are pending Board approval of Minutes from those meeting dates.



For more information, visit:

[www.mendocinocounty.org/community/mendocino-strong](http://www.mendocinocounty.org/community/mendocino-strong)

## Status Report/Update of the County's Multi-Jurisdictional Hazard Mitigation Plan

The Disaster Recovery team has undertaken the task of updating the County's Multi-Jurisdictional Hazard Mitigation Plan as well as the County's General Plan Safety Element so as to make these planning documents current with both Federal and State requirements. The County was awarded Hazard Mitigation Grant funding for the preparation of both plan updates in late 2019 and in early 2020, the County initiated the process of procuring a consultant for the update of both plans. The Hazard Mitigation Plan has been finalized after several months of working with the County's planning partners, which have included the four cities, the County Office of Education and both state agencies (which agencies?), County departments, the local fire districts and Cal Fire. The Plan is now posted for public review and will be submitted to FEMA and Cal OES for review and approval following the public review.

The second component of the project will be completing the General Plan Safety Element update, which is anticipated to be brought before the Planning Commission in December 2020 and the Board of Supervisors in January 2021. Currently, the consultant is finalizing the Administrative Draft Safety Element, which will be submitted to County staff for review. Attached is a memo from staff detailing the progress as well as a memo from the consultant to the County on project status.

## Cultural Services Agency

### **Director of Cultural Services Recruitment**

On October 8, 2020, Human Resources posted the Director of Cultural Services recruitment. The first application screening will occur October 26, 2020. The recruitment will also be posted on California City/County News, Careers in Government, American Library Association, California Library Association and California Association of Counties Job Board. The recruitment focuses on the role as the County Librarian and Museum Director. The Executive Office and the CSA is working collaboratively on a long-term plan for the parks and moving the parks to a department that is a better fit. An update on the recruitment process will be included in the November CEO report.

### **Library**

The Mendocino County Library continues to stay busy and offer Curbside pick up at all of our branches. Please contact each branch to arrange an appointment. The Mendocino County Bookmobile is continuing its route with specific social distancing protocols in place and providing curbside pick up for patrons.

The Mendocino County Library is pleased to announce the new Kids Literacy Kits. These backpacks are filled with a collection of books and activities with a central theme designed to help enhance learning. Contact your local branch for availability and to request a Kids Literacy Kit.

The Mendocino County Library was awarded the ALA Women's Suffrage Centennial Commission Book Giveaway Set. The set includes three different books for various reading levels for youth to celebrate the 100th anniversary of women's suffrage. Mendocino County was awarded several sets for each branch, Bookmobile and the Outreach Van. These books are available for check out.

Mendocino County Libraries continue to offer various programs through online presentations. Check our website and calendar for times and dates. <https://www.mendolibrary.org/home>

### **Museum**

The Mendocino County Museum continues to be closed for visitors but has adapted to bring the Museum to the public via their website and social media. The Museum's website offers educational programs to learn about old fashion penmanship, the history of Mendocino Counties first schools, and educational activities on "Our Woven World" exhibit. The Museum's Facebook page provides access to different pieces of the collection virtually and providing visitors a chance to discover the Curiosity Cabinet. Please check out the Museum website and Facebook page at:

<https://www.mendocinocounty.org/government/cultural-services-agency/museum>

<https://www.facebook.com/MendocinoCountyMuseum/>

### **Parks**

Mendocino County Parks are open with restrictions. Please visit the website for more details about the County Park near you.

<https://www.mendocinocounty.org/government/cultural-services-agency/parks>



*For more information, visit the Cultural Services Agency's website at:*

[www.mendocinocounty.org/government/cultural-services-agency](http://www.mendocinocounty.org/government/cultural-services-agency)

## Animal Care Services Update

### Income Statistics

September 1, 2020, through September 30, 2020

- No animals impounded for quarantine at the Animal Shelter
- No dead animals received for disposal
- 2 feral cats received
- No animals received for rabies specimen testing
- Nine owned animals received by Animal Control or Police/owner in custody
- 27 owner surrendered animals received
- No shelter animals returned by adopter
- 59 stray animals impounded in the field by Animal Control, Police or came in over the counter from citizens
- Total of 97 animals received at the Animal Shelter



To view pictures and bios of the Animal Shelter's wonderful adoptable cats and dogs, visit

[www.mendoanimalshelter.com](http://www.mendoanimalshelter.com)

### Outcome Statistics

September 1, 2020, through September 30, 2020

- 17 cats adopted
- 16 dogs adopted
- No "other" animals adopted/auctioned off
- Nine ill/failure to thrive animal died
- No dead animal disposals
- Seven animals euthanized
- No animals sent to laboratory for rabies testing
- Four owner/surrender animals euthanized
- Three trap, neuter and return to field cats
- 33 return to owner animals
- Seven animals transferred to other rescue organizations
- A total of 96 animals departed the Animal Shelter

### Dog License Amnesty Week

From September 2, 2020 through September 6, 2020, Animal Care Services held a dog license amnesty week. A total of 256 dog licenses were sold, 20 animals received microchips and 49 rabies vaccinations were administered to dogs.

### Oak and August Fires

Animal Care Services took care of approximately 60 animals at both the Oak and August Fire Emergency Animal Shelter locations in Willits and Covelo. Animals cared for included dogs, cats, horses, goats and rabbits.

## Department of Transportation (DOT) Report



Howard Dashiell, Director of Department of Transportation, submits the attached report to update the Board on the status of projects for DOT.

[www.mendocinocounty.org/government/transportation](http://www.mendocinocounty.org/government/transportation)

## Health and Human Services (HHS) Update



Tammy Moss Chandler, Director for Health and Human Services (HHS) submits the attached Agency Status Report to update the Board of Supervisors on the services being provided by HHS.

[www.mendocinocounty.org/government/health-human-services-agency](http://www.mendocinocounty.org/government/health-human-services-agency)

## Mendocino County Air Quality Management District (MCAQMD) Update

Barbara Moed, Air Pollution Control/Executive Officer, submits the attached update to the Board from the Mendocino County Air Quality Management District.



<https://www.co.mendocino.ca.us/aqmd/>

## Upcoming Board Meetings

Regular Meeting November 3, 2020  
 Regular Meeting November 17, 2020

## Dates of Interest

County Holiday November 11, 2020  
 County Holiday November 26-27, 2020

## Boards and Commissions Vacancies\*

Board Name	Position
Anderson Valley Cemetery District	Trustee
Hopland Municipal Advisory Council	Member
Noyo Harbor District	Commissioner
Mendocino County Business Improvement District Advisory Board	Coastal Region Representative
Mendocino County Climate Action Advisory Committee	Member, District Two
Mendocino County Climate Action Advisory Committee	Member, District Three
Mendocino County Climate Action Advisory Committee	Member, District Five

\* Anticipated vacancies

Please note: Anticipated vacancies include expiring terms; the incumbent of the expiring term may apply for reappointment and/or may continue to serve in their capacity until replaced. California Government Code requires public noticing for all expiring terms regardless of the incumbent's intention to apply for reappointment.

## Attachments

1. Position Justification Report
2. Vacancy and Recruitment Update
3. Board Directives
4. Hazard Mitigation Plan Update
5. Department of Transportation Report
6. Health and Human Services Agency Status Report
7. Air Quality Management District Update
8. Ongoing list of Boards and Commissions Vacancies

October						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

 Regular Board Meeting  
 County Holiday

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JUSTIFICATION OF FILLED POSITIONS						
<i>September 2020</i>						
DEPARTMENT/OFFICE	CLASSIFICATION	POSITION NUMBER	LOCATION	DATE REQUISITION APPROVED	JUSTIFICATION PROVIDED	DATE POSITION FILLED
District Attorney	Staff Assistant I	2447	Ukiah	5/27/2020	The position is responsible for waiting on the public, answering the phone, mail distribution, logging new crime reports and running criminal histories.	9/6/2020
HHSA (Social Services)	Employment & Training Worker I	2260	Ukiah	1/2/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	9/6/2020
HHSA (Social Services)	Social Worker III	2721	Ukiah	12/11/2019	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	9/6/2020
HHSA (Social Services)	Social Worker III	4182	Ukiah	7/23/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	9/6/2020
HHSA (Social Services)	Vocational Assistant	4053	Ukiah	5/7/2019	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	9/6/2020
Planning and Building	Code Enforcement Officer II	1211	Ukiah	7/9/2020	If not filled, there will be a continued delay in site inspections and a lack in enforcement. The cannabis enforcement team will continue to have recurring CTO and overtime.	9/6/2020
Planning and Building (Cannabis Program)	Planner I	4339	Ukiah	4/30/2020	Should the positions not be filled, there will be a delay in customer service, project processing, reporting, permit issuance, and various other key Cannabis planning functions. This will also slow down responses to BOS priorities and objectives.	9/6/2020
Planning and Building (Cannabis Program)	Planner I	4340	Ukiah	4/30/2020	Should the positions not be filled, there will be a delay in customer service, project processing, reporting, permit issuance, and various other key Cannabis planning functions. This will also slow down responses to BOS priorities and objectives.	9/6/2020
Executive Office - Disaster Recovery	Senior Administrative Analyst	4343	Ukiah	8/11/2020	The current Sr. Administrative Analyst has been given additional higher level responsibilities in support of the current pandemic and the needs of the Executive Office Divisions. It is anticipated that this will be short term dual fill.	9/13/2020
Executive Office	Administrative Analyst	3901	Ukiah	7/9/2020	This position is responsible for all analyst duties regarding budget, as well other projects within the Executive Office.	9/20/2020
Executive Office - Central Services	Administrative Assistant	4081	Ukiah	7/23/2020	The position is currently under-filled with a Staff Assistant III. The department seeks to fill at the allocated classification so as to assign the higher level of duties.	9/20/2020
HHSA (Social Services)	Account Specialist II	3882	Ukiah	4/7/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	9/20/2020
HHSA (Social Services)	Account Specialist III	3434	Ukiah	4/7/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	9/20/2020
HHSA (Social Services)	Eligibility Specialist Supervisor	4346	Ukiah	8/4/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	9/20/2020
HHSA (Social Services)	Employment & Training Worker I	2545	Ukiah	12/11/2019	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	9/20/2020
HHSA (Social Services)	Legal Secretary II	4350	Ukiah	7/23/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	9/20/2020
HHSA (Social Services)	Social Worker III	4327	Ukiah	6/4/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	9/20/2020

**BOARD OF SUPERVISORS VACANCY/RECRUITMENT UPDATE**

Pay Period 20-20, September 6-19, 2020

DEPARTMENT/OFFICE	FUND	TOTAL ALLOCATED FTE POSITIONS	VACANT FTE POSITIONS	VACANCY RATE (All Vacant Regardless of Recruitment Status)	POSITIONS IN RECRUITMENT (AS OF REPORT DATE)	VACANCY RATE* (Positions in Recruitment)	NEW HIRES SINCE 7/1/20	SEPARATIONS SINCE 7/1/20	EMPLOYEES ON LEAVE	EMPLOYEES IN BOONVILLE	EMPLOYEES IN COVELO	EMPLOYEES IN FORT BRAGG	EMPLOYEES IN LAYTONVILLE	EMPLOYEES IN POINT ARENA	EMPLOYEES IN UKIAH	EMPLOYEES IN WILLITS
AGRICULTURE	1100	9.00	3.00	33.3%	1	11.1%	--	--	--	--	--	--	--	--	6	--
<i>Agriculture Total:</i>		<i>9.00</i>	<i>3.00</i>	<i>33.3%</i>	<i>1</i>	<i>11.1%</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>6</i>	<i>0</i>
AIR QUALITY	3270	9.00	3.00	33.3%	--	0.0%	--	--	--	--	--	--	--	--	6	--
<i>Air Quality Total:</i>		<i>9.00</i>	<i>3.00</i>	<i>33.3%</i>	<i>0</i>	<i>0.0%</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>6</i>	<i>0</i>
ANIMAL CARE	1100	13.00	4.00	30.8%	--	0.0%	--	2	1	--	--	2	--	--	8	--
<i>Animal Care Total:</i>		<i>13.00</i>	<i>4.00</i>	<i>30.8%</i>	<i>0</i>	<i>0.0%</i>	<i>0</i>	<i>2</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>8</i>	<i>0</i>
ASSESSOR-CLERK-RECORDER (ASSESSOR)	1100	21.00	6.00	28.6%	4	19.0%	--	1	--	--	--	--	--	--	15	--
ASSESSOR-CLERK-RECORDER (CLERK RECORDER)	1100	3.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	3	--
ASSESSOR-CLERK-RECORDER (COUNTY CLERK-ELECTION)	1100	3.00	0.00	0.0%	--	0.0%	1	--	1	--	--	--	--	--	3	--
<i>Assessor-Clerk-Recorder Total:</i>		<i>27.00</i>	<i>6.00</i>	<i>22.2%</i>	<i>4</i>	<i>14.8%</i>	<i>1</i>	<i>1</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>21</i>	<i>0</i>
AUDITOR-CONTROLLER	1100	12.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	12	--
<i>Auditor-Controller Total:</i>		<i>12.00</i>	<i>0.00</i>	<i>0.0%</i>	<i>0</i>	<i>0.0%</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>12</i>	<i>0</i>
BOARD OF SUPERVISORS	1100	5.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	5	--
<i>Board of Supervisors Total:</i>		<i>5.00</i>	<i>0.00</i>	<i>;</i>	<i>0</i>	<i>0.0%</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>5</i>	<i>0</i>
CHILD SUPPORT SERVICES	1100	36.00	14.00	38.9%	1	2.8%	--	--	7	--	--	--	--	--	22	--
<i>Child Support Services Total:</i>		<i>36.00</i>	<i>14.00</i>	<i>38.9%</i>	<i>1</i>	<i>2.8%</i>	<i>0</i>	<i>0</i>	<i>7</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>22</i>	<i>0</i>
COUNTY COUNSEL	1100	12.00	0.00	0.0%	--	0.0%	--	--	1	--	--	--	--	--	12	--
<i>County Counsel Total:</i>		<i>12.00</i>	<i>0.00</i>	<i>0.0%</i>	<i>0</i>	<i>0.0%</i>	<i>0</i>	<i>0</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>12</i>	<i>0</i>
CULTURAL SERVICES AGENCY (LIBRARY)	1205	36.50	6.00	16.4%	--	0.0%	--	--	2	--	5	7	--	1	16	4
CULTURAL SERVICES AGENCY (MUSEUM)	1100	5.00	1.00	20.0%	1	20.0%	--	1	1	--	--	--	--	--	--	4
<i>Cultural Services Agency Total:</i>		<i>41.50</i>	<i>7.00</i>	<i>16.9%</i>	<i>1</i>	<i>2.4%</i>	<i>0</i>	<i>1</i>	<i>3</i>	<i>0</i>	<i>5</i>	<i>7</i>	<i>0</i>	<i>1</i>	<i>16</i>	<i>8</i>
DISTRICT ATTORNEY	1100	46.00	7.00	15.2%	2	4.3%	1	1	2	--	--	5	--	--	34	--
DISTRICT ATTORNEY (ANTI DRUG ABUSE)	4650	3.00	1.00	33.3%	1	33.3%	--	1	--	--	--	--	--	--	2	--
DISTRICT ATTORNEY (RAPE PROSECUTION)	4480	1.00	1.00	100.0%	--	0.0%	--	--	--	--	--	--	--	--	--	--
DISTRICT ATTORNEY (VICTIM WITNESS)	4640	5.00	1.00	20.0%	1	20.0%	--	--	--	--	--	--	--	--	4	--
<i>District Attorney Total:</i>		<i>55.00</i>	<i>10.00</i>	<i>18.2%</i>	<i>4</i>	<i>7.3%</i>	<i>1</i>	<i>2</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>5</i>	<i>0</i>	<i>0</i>	<i>40</i>	<i>0</i>

**BOARD OF SUPERVISORS VACANCY/RECRUITMENT UPDATE**

*Pay Period 20-20, September 6-19, 2020*

DEPARTMENT/OFFICE	FUND	TOTAL ALLOCATED FTE POSITIONS	VACANT FTE POSITIONS	VACANCY RATE (All Vacant Regardless of Recruitment Status)	POSITIONS IN RECRUITMENT (AS OF REPORT DATE)	VACANCY RATE* (Positions in Recruitment)	NEW HIRES SINCE 7/1/20	SEPARATIONS SINCE 7/1/20	EMPLOYEES ON LEAVE	EMPLOYEES IN BOONVILLE	EMPLOYEES IN COVELO	EMPLOYEES IN FORT BRAGG	EMPLOYEES IN LAYTONVILLE	EMPLOYEES IN POINT ARENA	EMPLOYEES IN UKIAH	EMPLOYEES IN WILLITS
EXECUTIVE OFFICE	1100	12.00	2.00	16.7%	--	0.0%	--	--	--	--	--	--	--	--	10	--
EXECUTIVE OFFICE (CENTRAL SERVICES)	1100	6.00	3.00	50.0%	3	50.0%	--	1	1	--	--	--	--	--	3	--
EXECUTIVE OFFICE (CLERK OF THE BOARD)	1100	3.00	0.00	0.0%	1	33.3%	--	--	--	--	--	--	--	--	3	--
EXECUTIVE OFFICE (DISASTER RECOVERY)	1225	2.00	1.00	50.0%	--	0.0%	--	--	--	--	--	--	--	--	1	--
EXECUTIVE OFFICE (FACILITIES & FLEET)	1100	33.80	9.00	26.6%	10	29.6%	--	2	3	--	--	2	--	--	22	1
EXECUTIVE OFFICE (GARAGE)	1100	3.00	0.00	0.0%	1	33.3%	--	--	--	--	--	--	--	--	3	--
EXECUTIVE OFFICE (GENERAL LIABILITY)	7130	2.50	1.00	40.0%	--	0.0%	--	--	--	--	--	--	--	--	2	--
EXECUTIVE OFFICE (INFORMATION SERVICES)	1100	25.00	4.00	16.0%	4	16.0%	--	2	--	--	--	--	--	--	21	--
<i>Executive Office Total:</i>		<i>87.30</i>	<i>20.00</i>	<i>22.9%</i>	<i>19</i>	<i>21.8%</i>	<i>0</i>	<i>5</i>	<i>4</i>	<i>0</i>	<i>0</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>65</i>	<i>1</i>
FARM ADVISOR	1100	3.00	1.00	33.3%	--	0.0%	--	--	--	--	--	--	--	--	2	--
<i>Farm Advisor Total:</i>		<i>3.00</i>	<i>1.00</i>	<i>33.3%</i>	<i>0</i>	<i>0.0%</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>2</i>	<i>0</i>
HHSA (ADMINISTRATION)	1100	22.00	6.00	27.3%	2	9.1%	--	--	2	--	--	--	--	--	16	--
HHSA (ALCOHOL/OTHER DRUG PROGRAM)	1100	35.00	15.00	42.9%	5	14.3%	1	--	2	--	--	1	--	--	19	--
HHSA (CGAP-DFC GRANT)	4260	1.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	1	--
HHSA (ENVIRONMENTAL HEALTH)	1100	22.60	3.00	13.3%	--	0.0%	--	--	--	--	--	--	--	--	20	--
HHSA (MENTAL HEALTH)	1221	60.00	31.00	51.7%	5	8.3%	--	--	--	--	--	--	--	--	29	--
HHSA (MENTAL HEALTH TREATMENT ACT - MEASURE B)	1224	1.25	1.00	80.0%	--	0.0%	--	--	--	--	--	--	--	--	1	--
HHSA (PUBLIC HEALTH)	1100	29.00	9.00	31.0%	3	10.3%	1	--	1	--	--	1	--	--	18	1
HHSA (PUBLIC HEALTH BIOTERRORISM AS)	4780	2.00	1.00	50.0%	--	0.0%	--	--	--	--	--	--	--	--	1	--
HHSA (PUBLIC HEALTH CCS)	1100	7.00	1.00	14.3%	1	14.3%	--	--	1	--	--	--	--	--	6	--
HHSA (PUBLIC HEALTH NURSING)	1100	22.00	7.00	31.8%	8	36.4%	1	2	5	--	--	1	--	--	11	3
HHSA (PUBLIC HEALTH TOBACCO ED)	4530	1.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	1	--
HHSA (PUBLIC HEALTH WIC)	4180	14.20	6.00	42.3%	--	0.0%	--	1	--	--	--	1	--	--	8	--
HHSA (SOCIAL SERVICES)	1100	404.00	83.00	20.5%	69	17.1%	12	3	28	--	--	36	--	--	257	29
HHSA (WHOLE PERSON CARE)	1227	2.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	2	--
<i>HHSA Total:</i>		<i>621.05</i>	<i>163.00</i>	<i>26.2%</i>	<i>93</i>	<i>15.0%</i>	<i>15</i>	<i>6</i>	<i>39</i>	<i>0</i>	<i>0</i>	<i>40</i>	<i>0</i>	<i>0</i>	<i>388</i>	<i>33</i>

**BOARD OF SUPERVISORS VACANCY/RECRUITMENT UPDATE**

*Pay Period 20-20, September 6-19, 2020*

DEPARTMENT/OFFICE	FUND	TOTAL ALLOCATED FTE POSITIONS	VACANT FTE POSITIONS	VACANCY RATE (All Vacant Regardless of Recruitment Status)	POSITIONS IN RECRUITMENT (AS OF REPORT DATE)	VACANCY RATE* (Positions in Recruitment)	NEW HIRES SINCE 7/1/20	SEPARATIONS SINCE 7/1/20	EMPLOYEES ON LEAVE	EMPLOYEES IN BOONVILLE	EMPLOYEES IN COVELO	EMPLOYEES IN FORT BRAGG	EMPLOYEES IN LAYTONVILLE	EMPLOYEES IN POINT ARENA	EMPLOYEES IN UKIAH	EMPLOYEES IN WILLITS
HUMAN RESOURCES	1100	19.00	5.00	26.3%	--	0.0%	--	--	--	--	--	--	--	--	14	--
HUMAN RESOURCES (EMPLOYEE WELLNESS)	1100	1.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	1	--
HUMAN RESOURCES (HEALTH BENEFITS)	7150	4.00	1.00	25.0%	--	0.0%	--	--	--	--	--	--	--	--	3	--
<i>Human Resources Total:</i>		<i>24.00</i>	<i>6.00</i>	<i>25.0%</i>	<i>0</i>	<i>0.0%</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>18</i>	<i>0</i>
PLANNING AND BUILDING	1100	42.50	5.00	11.8%	6	14.1%	3	1	2	--	--	7	--	--	31	--
PLANNING AND BUILDING (CANNABIS PROGRAM)	1100	8.00	3.00	37.5%	2	25.0%	--	--	--	--	--	--	--	--	5	--
<i>Planning and Building Total:</i>		<i>50.50</i>	<i>8.00</i>	<i>15.8%</i>	<i>8</i>	<i>15.8%</i>	<i>3</i>	<i>1</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>7</i>	<i>0</i>	<i>0</i>	<i>36</i>	<i>0</i>
PROBATION	1100	47.00	9.00	19.1%	1	2.1%	--	--	2	--	--	2	--	--	33	3
PROBATION (JUVENILE HALL)	1100	25.00	6.00	24.0%	--	0.0%	--	--	1	--	--	--	--	--	19	--
<i>Probation Total:</i>		<i>72.00</i>	<i>15.00</i>	<i>20.8%</i>	<i>1</i>	<i>1.4%</i>	<i>0</i>	<i>0</i>	<i>3</i>	<i>0</i>	<i>0</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>52</i>	<i>3</i>
PUBLIC DEFENDER	1100	24.00	3.00	12.5%	--	0.0%	1	1	--	--	--	2	--	--	19	--
PUBLIC DEFENDER (ALTERNATE DEFENDER)	1100	6.50	1.00	15.4%	--	0.0%	--	--	--	--	--	--	--	--	6	--
<i>Public Defender Total:</i>		<i>30.50</i>	<i>4.00</i>	<i>13.1%</i>	<i>0</i>	<i>0.0%</i>	<i>1</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>25</i>	<i>0</i>
RETIREMENT	1100	5.00	0.00	0.0%	--	0.0%	1	1	--	-	-	-	-	-	5	--
<i>Retirement Total:</i>		<i>5.00</i>	<i>0.00</i>	<i>0.0%</i>	<i>0</i>	<i>0.0%</i>	<i>1</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>5</i>	<i>0</i>
SHERIFF-CORONER	1100	113.00	17.00	15.0%	16	14.2%	2	--	5	--	--	10	--	--	74	12
SHERIFF-CORONER (COPS PROGRAM AB3229)	1210	1.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	1	--
SHERIFF-CORONER (JAIL)	1100	73.00	6.00	8.2%	5	6.8%	1	--	2	--	--	--	--	--	67	--
SHERIFF-CORONER (OFFICE OF EMERGENCY SERVICES)	1100	2.00	1.00	50.0%	1	50.0%	--	--	--	--	--	--	--	--	1	--
<i>Sheriff-Coroner Total:</i>		<i>189.00</i>	<i>24.00</i>	<i>12.7%</i>	<i>22</i>	<i>11.6%</i>	<i>3</i>	<i>0</i>	<i>7</i>	<i>0</i>	<i>0</i>	<i>10</i>	<i>0</i>	<i>0</i>	<i>143</i>	<i>12</i>
TRANSPORTATION	1200	92.80	22.00	23.7%	1	1.1%	--	1	3	4	3	11	5	4	37	7
TRANSPORTATION (ENGINEERING & TECHNICAL ASSIST)	1100	6.00	1.00	16.7%	--	0.0%	--	--	--	--	--	--	--	--	5	--
<i>Transportation Total:</i>		<i>98.80</i>	<i>23.00</i>	<i>23.3%</i>	<i>1</i>	<i>1.0%</i>	<i>0</i>	<i>1</i>	<i>3</i>	<i>4</i>	<i>3</i>	<i>11</i>	<i>5</i>	<i>4</i>	<i>42</i>	<i>7</i>
TREASURER-TAX COLLECTOR	1100	6.00	1.00	16.7%	--	0.0%	--	--	--	--	--	--	--	--	5	--
TREASURER-TAX COLLECTOR (COURT AB233 PROGRAM)	1100	6.00	2.00	33.3%	--	0.0%	--	--	--	--	--	--	--	--	4	--
<i>Treasurer-Tax Collector Total:</i>		<i>12.00</i>	<i>3.00</i>	<i>25.0%</i>	<i>0</i>	<i>0.0%</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>9</i>	<i>0</i>
<b>COUNTYWIDE TOTAL:</b>		<b>1412.65</b>	<b>314.00</b>	<b>22.2%</b>	<b>155</b>	<b>11.0%</b>	<b>25</b>	<b>21</b>	<b>73</b>	<b>4</b>	<b>8</b>	<b>88</b>	<b>5</b>	<b>5</b>	<b>933</b>	<b>64</b>

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
20-64	10/13/2020	3A)	Discussion and Possible Direction to Staff Regarding the Mendocino Cannabis Cultivation Ordinance, Including Possible Changes to Phase Three (Sponsor: Planning and Building Services)	GENERAL CONSENSUS OF THE BOARD to disallow generators for Phase 3. GENERAL CONSENSUS OF THE BOARD to disallow trucked in water for Phase 3.	Planning and Building Services	IN PROCESS	Draft Ordinance coming together. Tentatively set for December Planning Commission meeting with return to Board early 2021
20-63	10/6/2020	6D)	Supervisors' Reports Regarding Board Special Assignments, Standing and Ad Hoc Committee Meetings, and Other Items of General Interest	GENERAL CONSENSUS OF THE BOARD to form an Ad Hoc Committee of Supervisors Gjerde and McCowen to examine cannabis tax revenue available for the purposes specified in Measure AJ	Board of Supervisors		
20-62	9/22/2020	6B)	Discussion and Possible Action Including Direction to Staff on Cannabis Cultivation Permitting Priorities Including, but Not Limited to: County Counsel Analysis of State CEQA request, Digital Portal, Cost Recovery for Work Outside of Application Scope, Interagency Biologist Agreement, Publication of Cannabis Cultivation Guide, Plan for Staffing Increase or Consultant Request for Proposal (RFP), Equity Grant Program Update, Notices to Correct Applications, Request Provisional License Extension from California Department of Food and Agriculture, and Schedule Special Board of Supervisors Meeting for Cannabis Cultivation Phase 3 Zoning Table and Permitting Model (Sponsor: Cannabis Ad Hoc Committee (Supervisors Haschak and Williams))	BY ORDER OF THE CHAIR direct addition of a special meeting on October 13 to Cannabis Cultivation Phase 3 Zoning Table and Permitting Model	Board of Supervisors	COMPLETE	Meeting scheduled for 10/13/20
20-61	9/22/2020	5A)	Discussion and Possible Action Including an Update Associated with Various Disasters in Mendocino County, Including: The Novel Coronavirus (COVID-19 and the August Complex Fire and/or other Fire Activity in the County; and Provide Possible Direction Regarding Essential Services in Mendocino County, Operational Preparation and Response, and Associated County-wide Economic Impacts (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to maintain current road signs through November, and direct Transportation Director to explore less costly, permanent sign options	Transportation	IN PROCESS	Current signs will be maintained through November, one permanent sign in place and negotiations with additional landowners for sites are underway.
20-60	9/1/2020	5N)	Discussion and Possible Action Including Adoption of Urgency Ordinance Enacting Temporary Restrictions on Covid-19 Pandemic Related Commercial and Residential Evictions (Sponsor: County Counsel)	GENERAL CONSENSUS OF THE BOARD to withdraw this item from the agenda and direct County Counsel to bring Item 5N back if it and when it appears appropriate to do so	County Counsel		
20-59	9/1/2020	5I)	Discussion and Possible Action Regarding Presentation to the Board of Supervisors from the Mental Health Treatment Act Citizen's Oversight Committee on Progress Since the July 14, 2020 Update (Sponsor: Mental Health Treatment Act Citizen's Oversight Committee)	GENERAL CONSENSUS OF THE BOARD to form an ad hoc including Supervisors Williams and Haschak to work with Measure B staff and Measure B Committee as needed to develop a business plan and formulate a common set of goals, including the development of a PHF unit.	Board of Supervisors		
20-58	8/18/2020	4R)	Adoption of Resolution of the Mendocino County Board of Supervisors Ratifying Hopland Fire Protection District's Ordinance No. 20-1, amending "Fire Safety Ordinance" to adopt, by reference, and amend selected provisions, chapters, and appendices of the California Code of Regulations, Title 24, 2019 Edition of the California Fire Code, to Adopt Local Findings, and to Make Technical and Administrative Revisions to the Fire Safety Ordinance	GENERAL CONSENSUS OF THE BOARD to table item 4R),to a later date.	Board of Supervisors		

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
20-57	8/18/2020	4P)	Adoption of Resolution of the Mendocino County Board of Supervisors Ratifying the Ordinance of the Ukiah Valley Fire District adopting the 2019 Edition of the California Fire Code with Amendments, Regulating and Governing the Safeguarding of Life and Property from Fire and Explosion and for Providing for the Issuance of Permits, Repealing All Other Ordinances and Parts of Ordinances of the Ukiah Valley Fire District in Conflict Herewith	GENERAL CONSENSUS OF THE BOARD to table item 4P),to a later date.	Board of Supervisors		
20-56	8/18/2020	4O)	Adoption of Resolution of the Mendocino County Board of Supervisors Ratifying Redwood Valley-Calpella Fire Protection District's Ordinance No. 20-1, amending "Fire Safety Ordinance" to adopt, by reference, and amend selected provisions, chapters, and appendices of the California Code of Regulations, Title 24, 2019 Edition of the California Fire Code, to Adopt Local Findings, and to Make Technical and Administrative Revisions to the Fire Safety Ordinance	GENERAL CONSENSUS OF THE BOARD to table item 4O),to a later date.	Board of Supervisors		
20-55	8/18/2020	5A)	Discussion and Possible Action Including an Update Associated with the Novel Coronavirus (COVID-19), Including Possible Direction Regarding Essential Services in Mendocino County, Operational Preparation and Response, and Associated County-wide Economic Impacts (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to appoint an ad hoc, consisting of Supervisors Brown and Gjerde, to work on staffing continuity issues related to COVID-19.	Board of Supervisors		
20-54	8/4/2020	5B)	Discussion and Possible Action Including Direction to Staff Regarding the Potential Re-direction of the Cannabis Cultivation Permitting Program to a Land Use Ordinance and Direction to Staff Regarding Prioritizing Phase 1 and 2 Existing Permit Holders who Require a CEQA Checklist with a Cost Recovery System Identified in Response to Board Direction Received on June 16, 2020 (Sponsor: Planning and Building Services)	GENERAL CONSENSUS OF THE BOARD to appoint an Ad Hoc consisting of Supervisor McCowen to work with staff on Zoning Tables.	Board of Supervisors/Planning & Building		
20-53	8/4/2020	5B)	Discussion and Possible Action Including Direction to Staff Regarding the Potential Re-direction of the Cannabis Cultivation Permitting Program to a Land Use Ordinance and Direction to Staff Regarding Prioritizing Phase 1 and 2 Existing Permit Holders who Require a CEQA Checklist with a Cost Recovery System Identified in Response to Board Direction Received on June 16, 2020 (Sponsor: Planning and Building Services)	GENERAL CONSENSUS OF THE BOARD to form an Ad Hoc Committee, including Supervisors Williams and Gjerde, to work with the City of Fort Bragg on housing.	Board of Supervisors/Planning & Building	IN PROCESS	The agenda item title on this does not match the captured directive. Assuming the directive is correct, the Board approved a work plan for PBS on September 22 which put this item on hold.
20-52	8/4/2020	5B)	Discussion and Possible Action Including Direction to Staff Regarding the Potential Re-direction of the Cannabis Cultivation Permitting Program to a Land Use Ordinance and Direction to Staff Regarding Prioritizing Phase 1 and 2 Existing Permit Holders who Require a CEQA Checklist with a Cost Recovery System Identified in Response to Board Direction Received on June 16, 2020 (Sponsor: Planning and Building Services)	BY ORDER OF THE CHAIR appointment of an Ad Hoc Committee consisting of Supervisor Williams and Supervisor Haschak to work with staff and outside agencies on a pathway for cannabis cultivators to get their annual licenses	Board of Supervisors/Planning & Building	IN PROCESS	PBS staff have been meeting regularly with this Ad Hoc Committee, and the Ad Hoc has been reporting out to the Board.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
20-51	7/21/2020	5D)	Discussion and Possible Action Including Possible Appointment of an Ad Hoc Committee Regarding Responses to the 2019-2020 Grand Jury Reports (Sponsor: County Counsel)	BY ORDER OF THE CHAIR Appointment of two Ad Hoc with Supervisor McCowen and Supervisor Brown to respond to the Grand Jury reports, with Supervisor Gjerde and Supervisor Williams responding to the communications report.	Board of Supervisors		
20-50	7/21/2020	5A)	Discussion and Possible Action Including an Update Associated with the Novel Coronavirus (COVID-19), Including Possible Direction Regarding Essential Services in Mendocino County, Operational Preparation and Response, and Associated County-wide Economic Impacts (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to limit the amount of staff time requested by any individual Board member, to one hour per week, cumulative for all Countywide staff that are functioning in their role as disaster service workers, or in direct response to a state of emergency.	Board of Supervisors		
20-49	7/14/2020	5F)	Discussion and Possible Action Including Direction to Staff on Potential Options to Streamline the Business License Process and Amend Regulations contained in Title 6 of County Code, "Business License Regulations," in Response to Board Direction Received January 7, 2020 to Chapter 6.04 of County Code in Response to Board Direction from January 7, 2020	GENERAL CONSENSUS OF THE BOARD to direct to Staff to proceed with streamlining Title 6 Regulations One and Two	Executive Office/Planning & Building/Treasurer-Tax Collector	IN PROCESS	In the PBS workplan approved on September 22, this item was prioritized for completion in the FY 2020-21 year. Cannabis workload and other priority projects are taking precedence at this time.
20-48	7/14/2020	6A)	Discussion and Possible Action Regarding the Termination of Various Cannabis Ad Hoc Committees and Creation of One Cannabis Ad Hoc Committee	GENERAL CONSENSUS OF THE BOARD to request a report from Planning and Building Services and supporting documentation from CDFA and CDFW included in the July 21, 2020 CEO Report	Planning & Building	COMPLETE	
20-47	6/23/2020	5C)	Discussion and Possible Action Including an Update Associated with the Novel Coronavirus (COVID-19), Including Possible Direction Regarding Essential Services in Mendocino County, Operational Preparation and Response, and Associated County-wide Economic Impacts (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to appoint an ad hoc committee to work with County staff, consisting of Supervisors Gjerde and McCowen, to work on the policies and procedures related to placing an item on future agenda	Board of Supervisors		
20-46	6/16/2020	6B)	Discussion and Possible Action Including Direction to Staff Regarding the Potential Re-direction of the Cannabis Cultivation Program (Sponsor: Supervisor McCowen)	BY ORDER OF THE CHAIR direct cannabis ad hoc committees to be reconfigured and consolidated, to report out, and sunset cannabis ad hocs as applicable, forming one ad hoc which deals in all cannabis issues.	Board of Supervisors		
20-45	6/10/2020	5B)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2020-21, Including All Recommended Actions and Adjustments (Sponsors: Executive Office and Auditor-Controller)	GENERAL CONSENSUS OF THE BOARD Direct Sheriff's Office and Jail to appropriate \$750,000 to Over Time line items using the current 1000 series allocation	Executive Office/Sheriff		
20-44	6/10/2020	5B)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2020-21, Including All Recommended Actions and Adjustments (Sponsors: Executive Office and Auditor-Controller)	GENERAL CONSENSUS OF THE BOARD Direct Sheriff's Office to present an MOU between the County and Courts along with a cost analysis of the Donovan Room remodel to convert to a courtroom at Adopted on June 23, 2020	Sheriff	IN PROCESS	The Sheriff prepared a follow-up item for Board consideration, but pulled it from the agenda after publication. The Sheriff intends to support updates of other expired County/Court MOUs before bringing this back to the Board.
20-43	6/9/2020	5A)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2020-21, Including All Recommended Actions and Adjustments (Sponsors: Executive Office and Auditor-Controller)	GENERAL CONSENSUS OF THE BOARD to further discuss the Department of Transportation budget at the June 10 meeting	Transportation	COMPLETE	

**Board Directives**

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
20-42	6/9/2020	5A)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2020-21, Including All Recommended Actions and Adjustments (Sponsors: Executive Office and Auditor-Controller)	BY ORDER OF THE CHAIR to review and possibly reduce of out of County travel costs for both Supervisors and departments in light of the COVID 19 Pandemic	Executive Office		
20-41	6/9/2020	5A)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2020-21, Including All Recommended Actions and Adjustments (Sponsors: Executive Office and Auditor-Controller)	BY ORDER OF THE CHAIR to review and possibly reduce amount of Agreement with Liebert Cassidy Whitmore for outside counsel related to labor negotiations	Executive Office		
20-40	6/9/2020	5A)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2020-21, Including All Recommended Actions and Adjustments (Sponsors: Executive Office and Auditor-Controller)	GENERAL CONSENSUS OF THE BOARD to request clarification of terms from HHSA regarding Sonoma County LEMSA Agreement to bring back to the Board as a separate agenda item	Health and Human Services Agency		
20-39	6/9/2020	5A)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2020-21, Including All Recommended Actions and Adjustments (Sponsors: Executive Office and Auditor-Controller)	GENERAL CONSENSUS OF THE BOARD to incorporate line item in the budget with regard to overtime at the Sheriff's Office	Executive Office/Sheriff		
20-38	6/9/2020	5A)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2020-21, Including All Recommended Actions and Adjustments (Sponsors: Executive Office and Auditor-Controller)	GENERAL CONSENSUS OF THE BOARD to reduce TOT expectations for the general fund from 4.5 million to 3.9 million	Executive Office		
20-37	6/9/2020	5A)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2020-21, Including All Recommended Actions and Adjustments (Sponsors: Executive Office and Auditor-Controller)	GENERAL CONSENSUS OF THE BOARD to include line item for fire departments for the TOT collection at local campgrounds, totaling 65%	Executive Office		
20-36	6/9/2020	5A)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2020-21, Including All Recommended Actions and Adjustments (Sponsors: Executive Office and Auditor-Controller)	GENERAL CONSENSUS OF THE BOARD to restore the fire safe council to \$50,000 funding	Executive Office		
20-35	5/19/2020	5F)	Discussion And Possible Action Including Acceptance Of The Mendocino County Employees Retirement Association Actuarial Valuation For The Fiscal Year Ending June 30, 2019, And Adoption Of Retirement's Board Recommended Retirement Contribution Rates For Fiscal Year 2020-21 - Sponsor: Mendocino County Employees Retirement Association	GENERAL CONSESUS OF THE BOARD to accept Mendocino County Employees Retirement Association Actuarial Valuation for the fiscal year ending June 30, 2019; and adopt the Retirement Board's recommended retirement contribution rates for fiscal year 2020-21, as contained within the report.	Board of Supervisors	COMPLETE	
20-34	5/19/2020	5E)	Discussion And Possible Action Including Review, Adoption, Amendment, Consideration Or Ratification Of Legislation Pursuant To The Adopted Legislative Platform - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD to approve transmission of a letter to Senator Mike McGuire and Assemblymember Jim Wood with regard to realignment funding.	Executive Office		
20-33	5/5/2020	5D)	Discussion And Possible Direction To Staff Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2020-21 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD to direct staff to return with proposal for how to handle illegal cannabis growers from an environmental and revenue perspective.	Planning & Building		

**Board Directives**

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
20-32	4/28/2020	5D)	Chief Executive Officer's Report	GENERAL CONSENSUS OF THE BOARD that the Transportation Director shall work on signage discouraging tourism in Mendocino County.	Transportation	COMPLETE	
20-31	4/28/2020	5B)	Discussion And Possible Action Including Adoption Of An Urgency Ordinance Deferring Remittance Of Returns And Taxes, Without Penalty, Pertaining To The Transient Occupancy Tax (Tot) And The Lodging Business Improvement District (Bid) Assessment Due By Non Agent Lodging Operators On April 30, 2020 Until July 31, 2020 - Sponsor: County Counsel	IT IS ORDERED that the Board of Supervisors adopts Urgency Ordinance deferring remittance of returns and taxes, without penalty, pertaining to the Transient Occupancy Tax (TOT) and the Lodging Business Improvement District (BID) Assessment due by non-agent lodging operators on April 30, 2020 until July 31, 2020.	County Counsel		
20-30	4/20/2020	8A)	Off-Agenda Item – Supervisors Gjerde And McCowen And Treasurer Tax Collector Pursuant To Government Code Section 54954.2 Discussion And Possible Action Including Direction To Defer Without Penalty Collection Of Tot And Bid Funds Due April 30, 2020 Until July 31, 2020	IT IS ORDERED that the Board of Supervisors directs County Counsel to present an Urgency Ordinance at a Special Meeting to be held April 28, 2020, that will defer without penalty the collection of TOT and BID funds due April 30, 2020 until July 31, 2020, to be applicable to lodging operators but not agents.	County Counsel		
20-29	4/20/2020	5A)	Discussion And Possible Action Including An Update Associated With The Novel Coronavirus (Covid-19), Including Possible Direction Regarding Essential Services In Mendocino County, Including Operational Preparation And Response, And An Update On County Continuity Of Operations And Services - Sponsor: Executive Office	BY ORDER OF THE CHAIR Appointment of an ad hoc of Supervisors Williams and Gjerde to work with West Business Development Center on Fiscal Disaster Recovery efforts in relation to COVID-19.	Board of Supervisors	COMPLETE	
20-28	3/31/2020	8A)	Off-Agenda Item – County Counsel Pursuant To Government Code Section 54954.2 – Discussion And Possible Action Including Adoption Of Urgency Ordinance Adopting Administrative Penalties For Violations Of The County Health Officer's Orders Pertaining To The Covid-19 Pandemic	IT IS ORDERED that the Board of Supervisors adopts Urgency Ordinance adopting administrative penalties for violations of the County Health Officer's orders pertaining to the COVID-19 Pandemic.	Board of Supervisors	COMPLETE	
20-27	3/24/2020	8A)	Off-Agenda Item – Supervisor Williams And Supervisor McCowen Pursuant To Government Code Section 54954.2 Discussion And Possible Action Including Adoption Of An Urgency Ordinance Enacting Restrictions On Commercial And Residential Evictions In Mendocino County Through May 31, 2020	IT IS ORDERED that the Board of Supervisors adopts Urgency Ordinance enacting restrictions on commercial and residential evictions in Mendocino County through May 31, 2020, and authorizes Chair to sign same.	Board of Supervisors	COMPLETE	
20-26	3/24/2020	8B)	Off-Agenda Item – Executive Office Pursuant To Government Code Section 54954.2 Discussion And Possible Action Including An Update Regarding Covid-19, Discuss And/or Provide Direction Regarding Essential Services In Mendocino County And Temporary Closures And/or Reductions In County Facilities And/or Services, Including The Issues Associated With Protecting The Health And Safety Of The Public	BY ORDER THE CHAIR add a Special Meeting regarding an update on the status of COVID-19 to the Master Meeting Calendar for Tuesday, March 31 <sup>st</sup> at 9:00 A.M.	Board of Supervisors	COMPLETE	
20-25	3/20/2020	5A)	Discussion And Possible Action Including An Update Associated With The Novel Coronavirus (Covid-19), Including Possible Direction Regarding Essential Services In Mendocino County, Including Policies In Light Of The Covid-19 Pandemic And An Update On Temporary Closures And/or Reductions In County Facilities And/or Services - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD to direct staff to prepare a letter of advocacy to the State in favor of mail-in only votes by executive order.	Executive Office		

**Board Directives**

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
20-24	3/20/2020	5A)	Discussion And Possible Action Including An Update Associated With The Novel Coronavirus (Covid-19), Including Possible Direction Regarding Essential Services In Mendocino County, Including Policies In Light Of The Covid-19 Pandemic And An Update On Temporary Closures And/or Reductions In County Facilities And/or Services - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD to direct staff to prepare a letter to the state in support of extending state tax filing time in line with the federal due date.	Executive Office		
20-23	3/20/2020	5A)	Discussion And Possible Action Including An Update Associated With The Novel Coronavirus (Covid-19), Including Possible Direction Regarding Essential Services In Mendocino County, Including Policies In Light Of The Covid-19 Pandemic And An Update On Temporary Closures And/or Reductions In County Facilities And/or Services - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD to direct to staff to prepare a letter of advocacy in relation to In Home Supportive Services during this emergency.	Executive Office		
20-22	3/10/2020	6B)	Discussion And Possible Action Including Acceptance Of Recommendations From Secondary Access Ad Hoc Committee - Sponsor: Sponsor/S: Secondary Access Ad Hoc Committee (Supervisors Gjerde And Haschak)	IT IS ORDERED that the Board of Supervisors directs the Secondary Access Ad Hoc Committee to work with staff to identify the amount of staff time that it would take to establish a benefit zone for the Sherwood Road Pilot Project and bring back scope of work to the Board.	Board of Supervisors		
20-21	3/10/2020	6A)	Discussion And Possible Action Including: 1) Direction To The Mendocino County Director Of Health And Human Services To Request Aggregate Patient Outcome Data From Redwood Quality Management (RQMC) And Subcontractors Disseminate With Trends Analysis; 2) Direction To The Chief Executive Officer To Return With Options Regarding A Request For Proposal Process For Adult Mental Health Services; And 3) Direction To The Chief Executive Officer To Return With Estimate Of Mental Health Funds Available For Repurpose To Meet Measure B Promises (Continued From The February 25, 2020, Board Of Supervisors Meeting) - Sponsor: Supervisor Williams	IT IS ORDERED that the Board of Supervisors 1) directs Mendocino County Director of Health and Human Services to request existing aggregate patient outcome data from Redwood Quality Management Company and subcontractors, with referral to Behavioral Health Advisory Board for analysis; 2) directs staff to consult with Behavioral Health Advisory Board and return with for request for proposal process for Adult Mental Health Services; and 3) directs CEO to return with estimate of Mental Health funds available for repurpose to meet Measure B promises.	Health and Human Services Agency		
20-20	3/10/2020	5C)	Discussion And Possible Direction To Staff Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2020-21 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD to direct staff to establish a strategic planning process this fiscal year to begin January, 2021.	Executive Office	IN PROCESS	
20-19	3/10/2020	5C)	Discussion And Possible Direction To Staff Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2020-21 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD to direct staff to fund the General Reserve level to 6.35% of prior year General Fund Appropriation per Policy #32, \$13,500,161, if funding is available.	Executive Office	IN PROCESS	
20-18	2/4/2020	6E)	Discussion and Possible Action Including Acceptance of Update from the Fire and Emergency Medical Services (EMS) Ad Hoc Committee Regarding Possible Scheduling and Content of a Special Meeting of the Board of Supervisors to Hold a Workshop on Mendocino County Ambulance Service Current Conditions and Options for Enhancement - Sponsor: Fire and EMS Sustainability Ad Hoc Committee: Supervisors McCowen and Williams	GENERAL CONSENSUS OF THE BOARD for staff to prepare an agenda item for the February 25, 2020, Board of Supervisors meeting amending the Master Meeting Calendar by adding a Board meeting on Monday, March 23, 2020; from 1:00 p.m. – 5:00 p.m. to discuss issues related to EMS; and from 6:00 p.m. – 8:00 p.m. for a workshop to discuss Latinos in local government.	Clerk of the Board	COMPLETE	Meetings scheduled and held.

**Board Directives**

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
20-17	2/4/2020	6H)	Discussion and Possible Action Regarding Allocation of \$25,000 for a Cannabis Equity Assessment; Including Direction to Staff to Utilize the California Center for Rural Policy at Humboldt State University to Complete a Cannabis Equity Assessment; Draft a Resolution Establishing Cannabis Equity Program Contingent upon State Funding; Submit a Cannabis Equity Grant Application; and Return to the Board of Supervisors for Approval and Adoption (Sponsor: Supervisor Williams)	IT IS ORDERED that the Board of Supervisors approves allocation of \$25,000 for a Cannabis Equity Assessment; and directs staff to utilize the California Center for Rural Policy at Humboldt State University to complete Cannabis Equity Assessment; draft Resolution establishing Cannabis Equity Program contingent upon State funding; submit a Cannabis Equity Application; and return to the Board of Supervisors for approval and adoption in time for submission by February 28, 2020	Board of Supervisors	IN PROCESS	
20-16	2/4/2020	6E)	Discussion and Possible Action Including Acceptance of Update from the Fire and Emergency Medical Services (EMS) Ad Hoc Committee Regarding Possible Scheduling and Content of a Special Meeting of the Board of Supervisors to Hold a Workshop on Mendocino County Ambulance Service Current Conditions and Options for Enhancement (Sponsor: Fire and EMS Ad Hoc Committee; Supervisors McCowen and Williams)	General Consensus of the Board for staff to prepare an item for the 2/25 BOS agenda adding a meeting on Monday, March 23rd, from 1:00 - 5:00 pm for EMS issues; and 6-8 pm for a Hispanic workshop.	Clerk of the Board	COMPLETE	02/07/20: Board of Supervisors took action on 2/4 to schedule a special meeting/workshop on March 23, 2020.
20-15	2/4/2020	6D)	Discussion and Possible Action Including Acceptance of Update from the Fire and Emergency Medical Services (EMS) Sustainability Ad Hoc Committee Regarding Road Naming Issues - Sponsor: Fire and EMS Sustainability Ad Hoc Committee: supervisors McCowen and Williams)	Upon motion by Supervisor McCowen, seconded by Supervisor Williams, IT IS ORDERED that the Board of Supervisors directs staff to work with the Fire and EMS Sustainability Ad Hoc Committee to update and streamline the road naming process for public safety purposes, based on today's discussion.	Executive Office	IN PROCESS	02/07/20: Direction was given to Planning & Building Services.
20-14	2/4/2020	5D)	Discussion and Possible Action including introduction and waive first reading of an ordinance adding chapter 10A.15A to the Mendocino County Code establishing additional prohibitions of the propagation, cultivation, raising and growing of genetically modified organisms in Mendocino County - Sponsors: Agriculture and County Counsel.	GENERAL CONSENSUS OF THE BOARD that staff shall work with stakeholders, including the Mendocino County Farm Bureau; Mendocino Cannabis Alliance; Origins Council; and other proponents of Measure H.	County Counsel/Agriculture	IN PROCESS	
20-13	2/4/2020	6C)	Discussion and Possible Action Regarding Implementation of Measure V, "Declaring Intentionally Killed and Left Standing Trees a Public Nuisance" (Sponsors: Supervisors Haschak and Williams)	The Board of Supervisors directs County Counsel to return on the March 24, 2020, Regular meeting with an enforcement plan, focused on mitigating expense; and affirm our intention to collaborate with industry to research compliance with willingness to fast track alternatives, where possible.	County Counsel	IN PROCESS	
20-12	1/21/2020	6B)	Discussion and Possible Action Regarding Update from Fire & Emergency Medical Services (EMS) Sustainability Ad Hoc - Sponsor: Supervisor Williams and Supervisor McCowen	GENERAL CONSENSUS OF THE BOARD that the EMS Fire and Sustainability Ad Hoc shall attend the January 23, 2020 Emergency Medical Care Committee meeting; and return to the Board of Supervisors on February 4, 2020, with an outreach plan for the community.	Board of Supervisors	COMPLETE	02/07/20: The EMS Fire and Sustainability Ad Hoc provided an update on the February 4, 2020, Board meeting; updated on their attendance of the January 23, 2020 Emergency Medical Care Committee meeting, with the Board directing staff to schedule a special meeting/workshop on March 23, 2020.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
20-11	1/21/2020	6D)	Discussion and Possible Action Including Direction to County Counsel to Author Ordinance Amendments to Raise County Code Section 15.28.010 Vehicle Abandonment to a Misdemeanor Offense - Sponsor: Supervisor Williams	Upon motion by Supervisor Williams, seconded by Supervisor McCowen, IT IS ORDERED that the Board of Supervisors directs County Counsel to author Ordinance amendment to raise County Code section 15.28.010 Vehicle Abandonment to a misdemeanor offense.	County Counsel	IN PROCESS	
20-10	1/21/2020	6C)	Discussion and Possible Action Regarding Formal Request for a Subsidy Price Estimate from Mendocino Coast Healthcare District (MCHD), Transferable to Adventist Health, for One Advanced Life Support (ALS) Ambulance to Be Used Primary for the 101 Corridor in Collaboration with Coastal Valleys EMS Agency, for 911 Responses and Inter-Facility Transfers, as Appropriate	Direct Coastal Valleys EMS to perform fiscal analysis of current system and potential enhancements.	Executive Office	IN PROCESS	
20-09	1/21/2020	6C)	Discussion and Possible Action Regarding Formal Request for a Subsidy Price Estimate from Mendocino Coast Healthcare District (MCHD), Transferable to Adventist Health, for One Advanced Life Support (ALS) Ambulance to Be Used Primary for the 101 Corridor in Collaboration with Coastal Valleys EMS Agency, for 911 Responses and Inter-Facility Transfers, as Appropriate	DIRECTIVE: TW and JM (EMS and Fire Sustainability ad hoc) go to EMCC meeting on 1/23/2020 return 2/4/2020 with an outreach plan for the community.	Board of Supervisors	COMPLETE	02/07/20: The EMS Fire and Sustainability Ad Hoc provided an update on the February 4, 2020, Board meeting; updated on their attendance of the January 23, 2020 Emergency Medical Care Committee meeting, with the Board directing staff to schedule a special meeting/workshop on March 23, 2020.
20-08	1/21/2020	5C)	Discussion And Possible Action Including An Update On Energy Efficiency Project Identification Efforts Underway; And Provide Possible Direction To Staff To Conduct A Competitive Process To Procure A Contractor For Identification And Implementation Of Energy Efficiency Projects - Sponsor: Executive Office	Upon motion by Supervisor Gjerde, seconded by Supervisor Williams IT IS ORDERED that the Board of Supervisors directs staff to request Aircon to provide information they've produced to date, in their assessment of County buildings; and present any info, including information from AirCon with Sonoma's Sonoma Sustainability Division County for their assessment of County of Mendocino facilities for efficiency improvements that will have a payback within the life of the improvements; and including the payback on optional solar project.	Executive Office	IN PROCESS	
20-07	1/21/2020	6A)	Supervisors' Reports Regarding Board Special Assignments, Standing and Ad Hoc Committee Meetings, and Other Items of General Interest	BY ORDER OF THE CHAIR, Supervisor Haschak and Gjerde are appointed to an ad hoc to discuss supplemental services to the Wildlife contract.	Board of Supervisors	COMPLETE	02/07/20: Ad hoc was appointed; ad hoc scheduled to present in late February or early March.
20-06	1/7/2020	6D)	Discussion and Possible Action Including Direction to Executive Office to Return with a Plan to Make Most Mendocino County Business Licenses Optional - Sponsor: Supervisor Williams	Upon motion by Supervisor Williams, seconded by Supervisor Gjerde, IT IS ORDERED that the Board of Supervisors directs the Executive Office to investigate reducing business licensing burdens for small business (utilizing Lake County as an example) and return to the Board of Supervisors with options.	Executive Office	COMPLETE	This item returned to the Board on July 14, and resulted in Board Directive 20-49 and a PBS work plan commitment for completion in FY 2020-21
20-05	1/7/2020	6C)	Discussion and Possible Action Including Possible Direction to Executive Office to Perform Assessment of Economic Development and Financing Corporation (EDFC), Documenting Total County Contributions and Return on Investment - Sponsor: Supervisor Williams	Upon motion by Supervisor Williams, seconded by Supervisor Gjerde, IT IS ORDERED that the Board of Supervisors directs the Executive Office to perform an assessment of Economic Development and Financing Corporation (EDFC), documenting total County contributions and return on investment.	Executive Office	IN PROCESS	

Board Directives

INTERNAL DRAFT DOCUMENT

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
20-04	1/7/2020	5K)	Discussion and Possible Action Including Formation of an Ad Hoc Committee to Participate in a North Coast Counties Regional Forum Regarding Cannabis Licensing (Sponsor: Executive Office)	BY ORDER OF THE CHAIR Supervisors Haschak and Williams are appointed to ad hoc committee to participate in north coast counties regional forum regarding cannabis licensing.	Board of Supervisors	IN PROCESS	01/13/2020 - Item in process. Regional meeting to be held January 2020.
20-03	1/7/2020	6B)	Discussion and Possible Action Regarding Board Priorities and Development of a Long Term Strategic Plan for Mendocino County to Address the County's Budget, Staffing, Mission Statement, and Operations and Issues Such As Fire Response, Homelessness, Cannabis, Housing and Economic Development (Sponsors: Supervisor Haschak and Supervisor Gjerde)	Direct staff to review existing County plans and consolidate those goals and objectives into a single draft document and bring that back to the board within the next 60 days.	Executive Office	IN PROCESS	01/13/2020 - Discussed at the Department Head meeting on January 8, 2020. Requested Department Heads to submit to the Executive Office.
20-02	1/7/2020	6A)	Supervisors' Reports Regarding Board Special Assignments, Standing and Ad Hoc Committee Meetings, and Other Items of General Interest	BY ORDER OF THE CHAIR, an agenda item to discuss the Fire and EMS Sustainability Ad Hoc shall be agendized as soon as possible.	Clerk of the Board	COMPLETE	01/10/2020 - Item regarding Ambulance Services will be on 1/21/2020 BOS Agenda. 02/07/20: The EMS Fire and Sustainability Ad Hoc provided an update on the February 4, 2020, Board meeting; updated on their attendance of the January 23, 2020 Emergency Medical Care Committee meeting, with the Board directing staff to schedule a special meeting/workshop on March 23, 2020.
20-01	1/7/2020	5H)	Discussion and Possible Action Regarding Approval of Request from Mental Health Treatment Act Citizen's Advisory Committee for Board of Supervisors to Direct County Counsel to Conduct Legal Evaluation, Research Analysis, and Assessment of Adventist Health Partnership Legality; Including Restriction, Necessary Control, Implications, and Compliance Regarding the Possible Use of Public Tax Dollars to Fund Operations of a Private Entity (Sponsor: Mental Health Treatment Act Citizen's Advisory (Measure B) Committee)	Upon motion by Supervisor, seconded by Supervisor, IT IS ORDERED that County Counsel to review all questions raised in the City of Willits Resolution; and to Review Item #6 on Committee's List of Questions first before proceeding.	County Counsel	IN PROCESS	
D90	12/17/2019	5C)	Noticed Public Forum - Discussion and Possible Action Including Conducting a Community Forum in Accordance with Government Code section 7283.1; Receive Report Regarding County Law Enforcement Agencies Interaction and Communications with the Federal Immigration and Customs Enforcement (ICE) Regarding Access to Individuals for Civil Immigration Enforcement in 2018; and Receive Public Comment - Sponsor: Sheriff-Coroner	Upon motion by Supervisor McCowen, seconded by	Board of Supervisors	COMPLETE	
D89	12/17/2019	5M)	Discussion and Possible Action Including Direction Regarding Potential Resources and Administrative Support for the Climate Action Advisory Committee (Sponsor: Executive Office)	Upon motion by Supervisor McCowen, seconded by Supervisor Gjerde, IT IS ORDERED that the Board of Supervisors directs staff to identify an additional \$5,000 to support the Climate Action Advisory Committee; re-affirms the Board's request for the Committee to recommend their preferred funding model; refers the option of having an intern through the local government commission to the Committee; and orders payments to Kitchen Table Consulting be capped at \$5,000.	Executive Office	COMPLETE	01/13/2020 - Executive Office budget team will include request at Mid-year

**Board Directives**

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
D88	12/17/2019	5L)	Discussion and Possible Action Regarding Presentation of the Department of Planning and Building Services Development Activity Report for the Month of November, 2019 (Sponsor: Planning and Building Services)	GENERAL CONSENSUS OF THE BOARD that PBS monthly reports can be placed on the consent calendar in 2020.	PBS	COMPLETE	Items will be placed on the consent calendar.
D91	12/17/2019	5G)	Noticed Public Hearing - Discussion and Possible Approval to Establish Shorter Williamson Act Contracts, Effective in Calendar Year 2020, Pursuant to State Statute, Making the Requisite Finding Pursuant to Government Code Section 16142.1(d) - Sponsors: Assessor/Clerk-Recorder and Agriculture	Upon motion by Supervisor McCowen, seconded by Supervisor Gjerde, IT IS ORDERED that the Board of Supervisors approves the establishment of shorter Williamson Act Contracts, effective in Calendar Year 2020, pursuant to state statute, making the requisite finding pursuant to Government Code section 16142.1(d), and directs staff to notify all affected landowners of final decision and the right to prevent the reduction in term by serving notice of non renewal.	Assessor-Clerk-Recorder/Agriculture	COMPLETE	
D87	12/17/2019	5J)	Noticed Public Hearing - Discussion and Possible Action Including (1) Adoption of Resolution Certifying the Environmental Impact Report for the Mendocino County Integrated Wildlife Damage Management Program and Adopting Findings of Fact and a Statement of Overriding Considerations; and (2) Adoption of Resolution Adopting an Integrated Wildlife Damage Management Program (Sponsors: Agriculture and County Counsel)	Upon motion by Supervisor McCowen, seconded by Supervisor Gjerde, IT IS ORDERED that the Board of Supervisors adopt Resolution adopting an Integrated Wildlife Damage Management Program; and authorize Chair to sign same; with further direction to staff to incorporate on their website other organizations providing non-lethal services; and work with stakeholders on publicizing those programs.	Agriculture	IN PROCESS	01/13/2020 - Integrated Wildlife Damage Management Program webpage, including non-lethal information is under development by Ag department.
D86	12/16/2019	6A)	Noticed Public Hearing - General Plan Amendments	The Board of Supervisors directs code enforcement to investigate a document first complaint regarding hack and squirt and return to the Board of Supervisors within 30 days; and create an ad hoc committee consisting of Supervisor Williams and Supervisor Haschak.	Planning & Building Services	COMPLETE	
D85	11/12/2019	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.	GENERAL CONSENSU OF THE BOARD- that Human Resources shall investigate utilization of volunteers and/or interns	Human Resources	COMPLETE	The County currently has an Interim Program.
D92	12/10/2019	6B)	Discussion and Possible Action Including Direction to Executive Office to Perform Operational Feasibility of Proposed Measure B Funded Facilities - Sponsor: Supervisor Williams	Upon motion by Supervisor Williams, seconded by Supervisor Gjerde, IT IS ORDERED that the Board of Supervisors directs the Executive Office to perform operational feasibility of proposed Measure B funded facilities; based on today's discussion to work with Adventist Health to determine cost of 24 hour inpatient psychiatric facility operated by Adventist Health.	Executive Office	IN PROCESS	
D93	12/10/2019	5F)	Discussion and Possible Action Including Direction to Staff Regarding Recommendations for Phase 3 of Cannabis Cultivation Ordinance - Sponsors: Planning & Building Services and County Counsel	Upon motion by Supervisor Haschak, seconded by Supervisor McCowen, IT IS ORDERED that the Board of Supervisors hereby refers this item to the Cannabis Cultivation Ad Hoc Committee; and directs that the Ad Hoc hold one public meeting prior to returning with their recommendations to the Board of Supervisors.	Planning & Building Services	COMPLETE	This item can be marked complete. The issue has continued to evolve, with direction provided most recently at a special meeting of the Board held on 10/13 which is now a separate directive.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
D94	11/19/2019	6A)	Discussion and Possible Action Including Direction for Health and Human Services to Author a Jobs for Homeless Initiative Plan with Supervisor Williams Targeted at Offering Employment Opportunities to Homeless Persons in Collaboration with Government Agencies and Private Industry; and Returning to Board of Supervisors for Approval - Sponsor: Supervisor Williams	Upon motion by Supervisor Williams, seconded by Supervisor Gjerde, IT IS ORDERED that the Board of Supervisors directs Health and Human Services to author a Jobs for Homeless Initiative plan with Supervisor Williams targeted at offering employment opportunities to homeless persons in collaboration with government agencies and private industry; and return to the Board of Supervisors for approval.	Health and Human Services Agency	IN PROCESS	
D95	11/19/2019	5F)	Discussion And Possible Action Including Acceptance Of Presentation Regarding Emergency Medical Services (Ems) In Mendocino County, Including But Not Limited To Potential Local Emergency Medical Services Agency (Lemsa) Models - Sponsor: Health And Human Services Agency And Executive Office	Upon motion by Supervisor Williams, seconded by Supervisor Haschak, IT IS ORDERED that the Board of Supervisors accepts presentation regarding Emergency Medical Services in Mendocino County, including potential Local Emergency Medical Services Agency models; and directs staff to approach Sonoma County regarding a Joint Powers Agreement for EMS Services.	Health and Human Services Agency	IN PROCESS	
D84	11/12/2019	6A)	Discussion and Possible Action Including Acceptance of Presentation from Zero Waste Mendocino (Sponsors: Supervisor McCowen and Gjerde)	The Board of Supervisors accepts presentation from Zero Waste Mendocino; and directs Executive Office to work with Zero Waste Mendocino to prioritize auditing of the County Facilities and refers subject to Climate Action Advisory Council.	Executive Office	IN PROCESS	01/14/2020 - Waste audit scheduled for the week of January 27, 2020. 10/16/20 Waste audit was completed, draft report has been received. Pandemic and wildfires have kept effort on hold.
D83	11/12/2019	5G)	Discussion and Possible Action Including Acceptance of Presentation from the Health and Human Services Agency Advisory Board	GENERAL CONSENSUS OF THE BOARD- that the Board should have a formal appointment to the HHSAA Advisory Committee as part of the Special Assignments in January.	Executive Office	COMPLETE	01/13/2020 - The Board made appointments during their January 6, 2020, organizational meeting. Coordinating for the 2020 Special Assignments roster to be considered by the Board during the January organizational meeting.
D82	11/12/2019	6C)	Discussion and Possible Action Including Direction to Staff to Develop a Cannabis Cultivation Amnesty Transition Pathway	The Board of Supervisors directs the Executive Office to convene a regional county forum to identify and address state barriers to successful permitting and explore economic development through regional cooperative models; directs the Cannabis Cultivation ad hoc to work with staff and stakeholders and report to the Board within 60 days with recommendations for streamlining the cultivation ordinance; directs staff to develop an equity program application that prioritizes capital assistance to legacy growers to address environmental and building compliance issues and directs Cannabis Cultivation Ad Hoc committee to work with staff and stakeholders to develop criteria and timing for re-opening the permitting process for legacy growers who did not come forward in phase 1 except in Sunset zones.	Planning & Building Services	IN PROCESS	Cultivation adhoc working with staff. Kickoff meeting held at 2019 CSAC Conference. 01/13/2020 - Next meeting in January 2020.
D81	11/12/2019	6D)	Discussion and Possible Action Including Direction to Staff to Author a Specification Document Outlining Document Digitalization Plan	The Board of Supervisors directs staff to author a specification document outlining document digitalization plan including equipment and personnel needs, tentative schedule, training, file naming convention, public access, redaction, redundant offsite storage and an associated cost analysis.	Executive Office	IN PROCESS	01/13/2020 - The Executive Office is meeting in mid January 2020 to kick start the discussions regarding County-wide digitization. October 2020: Further efforts are underway with Information Services and the Executive Office.

**Board Directives**

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
D80	10/22/2019	5M)	Discussion And Possible Action Including Acceptance Of A Presentation Regarding An Assessment And Needs Of The County's Public Safety Communication Microwave System And Radio Network - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD to direct staff to research full cost recovery and other collaborative cost sharing models with regard to the County microwave system.	Executive Office	COMPLETE	Staff continues to research the full cost recovery and other cost sharing models and will be presented on the 11/19/2019 Board Agenda
D95	11/5/2019	5E)	Discussion and Possible Action including direction to staff regarding Board of Supervisors General Government Standing Committee referral of Adoption of any New Taxes in time for the March 2020 elections - Sponsor: Count Counsel and Government Committee	Upon motion by Supervisor Williams, seconded by Supervisor Haschak, IT IS ORDERED that the Board of Supervisors directs County Counsel to prepare an Ordinance to apply the Transient Occupancy Tax towards private campgrounds, with 75% revenue directed at local fire agencies, and 25% at the discretion of the Mendocino County Fire Chiefs Association recommendation annually on a general tax in unincorporated areas.	County Counsel	IN PROCESS	
D96	11/5/2019	6D)	Discussion And Possible Action Including Direction To Staff To Establish Data Reporting And Charting Website - Sponsor: It Ad Hoc Committee: Supervisors Williams And Gjerde	Discussion and Possible Action including direction to staff to establish data reporting and charting website - Sponsor: IT and Ad Hoc Committee: Sponsor: IT Ad Hoc committee: Supervisor Williams and Gjerde.	Executive Office - Information Services	IN PROCESS	At the 12/17/19 BOS meeting, Supervisor Williams made mention of direction to staff from a previous meeting, with regard to directive posting stats. Here is the motion/direction he referenced from the 11-5-19 meeting in the town of Mendocino, item 6d): "Upon motion by Supervisor Williams, seconded by Supervisor Haschak, IT IS ORDERED that the Board of Supervisors directs staff to continue collaboration with IT Ad Hoc Committee to establish a data reporting and charting website with automated publication of key data, taking requests from department heads, Supervisors and the Executive Office" 01/13/2020 - Supervisor Williams working with IS staff on potential solutions.
D97	11/5/2019	6B)	Discussion and Possible Action regrading recommendations of the Cannabis Economic Development Ad Hoc Committee. Sponsor: Cannabis Economic Development Ad Hoc committee (Supervisor Gjerde, and Williams	Upon motion by Supervisor Williams, seconded by Supervisor Haschak, IT IS ORDERED that the Board of Supervisors directs staff to continue pursuing the opportunities presented by the Cannabis Economic Development Ad Hoc Committee, following strategic plan addendum provided by Mendocino Cannabis Alliance, with an added focus of facilitating collectives.	Planning & Building Services	IN PROCESS	
D75	10/1/2019	5E)	Discussion And Possible Action Including Board Direction To Staff Regarding Potential Amendment To Chapter 18.23 Of The Mendocino County Code (Class K Ordinance), To Remove The Square Foot Maximum Restrictions For Limited Density Rural Dwellings - Sponsor: Planning & Building Services	IT IS ORDERED that the Board of Supervisors provides direction to staff regarding an amendment to Chapter 18.23 of the Mendocino County Code, more commonly known as the Class K Ordinance to remove the square foot maximum restriction for limited density rural dwellings with sprinklers.	Planning & Building Services/County Counsel	IN PROCESS	01/14/2020 - Forecasted for the Board of Supervisors to consider in March.
D77	10/1/2019	6D)	Discussion And Possible Action Including Directing County Counsel And The Planning & Building Services Director To Determine The Feasibility Of Using Satellite Imagery To Demilitarize Cannabis Code Enforcement And Collect Fees And/or Taxes From Non Permitted Cultivation (Sponsor: Supervisor Williams)	IT IS ORDERED that the Board of Supervisors directs County Counsel and Planning & Building Services Director to determine the feasibility of using satellite imagery to streamline cannabis code enforcement, collect fees and/or taxes from non-permitted cultivation, and based on findings, consider reopening phase 1, if necessary, to bring cultivators into compliance; and direct Planning & Building Services Director to return with findings and fiscal analysis within sixty days.	Planning & Building Services/County Counsel	IN PROCESS	01/14/2020 - Staff continue investigations on process and pricing.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
D78	10/1/2019	6C)	Discussion And Possible Action Including Affirmation Of The County's Duty To Implement And Defend Laws Created through the Initiative	IT IS ORDERED that the Board of Supervisors refers to the General Government Standing Committee the consideration of a policy requiring a fiscal analysis of future initiatives to be disclosed to voters prior to that initiative being placed on the ballot.	Board of Supervisors	IN PROCESS	01/13/2020 - the Board of Supervisors cleared this from Committee during their December 17, 2019, meeting.
D79	10/1/2019	6B)	Discussion And Possible Action Including Adoption Of What3Words Gcoding System For Emergencies And Recommend Same For Local Law Enforcement	IT IS ORDERED that the Board of Supervisors refers the potential adoption of What3words gcoding system to the Office of Emergency Services with a request to report back within sixty days.	Office of Emergency Services	IN PROCESS	01/13/2020 - Item in progress.
D99	9/17/2019	6B)	Discussion and Possible Action Including Direction to the Chief Executive Officer and County Counsel to Determine Feasibility of Transitioning the Chief Probation Officer to Report to the Board of Supervisors - Sponsor: Supervisor Williams	Upon motion by Supervisor Williams, seconded by Supervisor Haschak, IT IS ORDERED that the Board of Supervisors directs County Counsel and the Chief Executive Officer to draft an Ordinance regarding transitioning the Chief Probation Officer to report the Board of Supervisors and bring back to the Board of Supervisors for approval.	County Counsel	IN PROCESS	
D72	8/20/2019	5G)	Discussion And Possible Action Including Acceptance Of The Mendocino County Annual Investment Report, Including Report Of Pooled Investments At June 30, 2019	GENERAL CONSENSUS OF THE BOARD that future investment reports shall be placed on the Consent Calendar.	Treasurer-Tax Collector	IN PROCESS	Partially complete 9/23/19 - General Government Committee: Executive Office believes most of this is complete. Ongoing.
D64	5/21/2019	7A)	Discussion And Possible Action Regarding Direction Given To The Air Pollution Control Officer To Work With Fire Agencies And Community Partners To Identify Barriers To Fire Fuel (Vegetation) Management And Develop A Plan To Streamline Air Quality Processes That Support Vegetation Management, Including Investigation Of The Feasibility Of Implementing A Unified Application And Payment Model For Burn Permitting	IT IS ORDERED that the Board of Supervisors forms an ad hoc committee consisting of Supervisors McCowen and Williams, to identify barriers to fire fuel management.	Air Quality Management District	IN PROCESS	Partially complete 9/23/19 - General Government Committee: Executive Office believes most of this is complete. Ongoing.
D62	5/14/2019	6C)	Discussion And Possible Action To Direct Air Quality Management District (Air Quality) Staff To Identify Barriers To Fire Fuel (Vegetation) Management Through Controlled Burning, And Develop A Plan To Streamline Air Quality Processes That Support Vegetation Management Efforts	Air Pollution Control Officer is directed to work with fire agencies and community partners to identify barriers to fire fuel (vegetation) management and develop a plan to streamline Air Quality processes that support vegetation management efforts; and further to investigate feasibility of implementing a unified application and payment model.	Air Quality Management District	IN PROCESS	9/23/19 - General Government Committee: Air Pollution Control Officer has been working with fire agencies and the Board of Supervisors on this.
D53	4/16/2019	5B)	Discussion And Possible Action Including Acceptance Of Presentation Regarding Transportation Funding Including A Transportation Sales Tax Proposal And Discussion Of Existing Revenues (Countywide)	GENERAL CONSENSUS OF THE BOARD that staff shall present information concerning renewal of library sales tax and potential for a sales tax to support fire and EMS to the General Government Committee as part of the transportation sales tax item.	County Counsel	IN PROCESS	9/23/19 - General Government Committee: With County Counsel who is currently working on this.
D52	4/9/2019	5G)	Discussion And Possible Action Regarding Confirmation Of Proposed Goals And Priorities For Planning & Building Services In Fiscal Year 2019-20	GENERAL CONSENSUS OF THE BOARD that Executive Office Staff shall schedule an Economic Development Workshop. Supervisors McCowen and Williams shall work with staff to develop agenda.	Executive Office	IN PROCESS	With the Cannabis Economic Committee 9/23/19 - General Government Committee: this has shifted to the Cannabis Economic Development Committee. Chief Executive Officer to follow up.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
D24	3/19/2019	6B)	Discussion And Possible Action Regarding Direction To Chief Executive Officer About Hiring Practices	IT IS ORDERED that the Board of Supervisors Directs the Chief Executive Officer to produce monthly hiring reports, document the necessity of every open position prior to upcoming budget decisions, and provide a realistic projection of which positions will actually be filled in the coming fiscal year.	Executive Office	COMPLETE	9/10/19 - the Board of Supervisors discussed the hiring freeze status, the status of filled and/or unfilled positions, and the estimated General Fund savings associated with the various positions remaining vacant. Direction was given to bring forward five or more concepts to reduce general fund costs to a workshop in January 9/23/19 - General Government Committee: Vacancy list included. Last BOS meeting discussion included the hiring freeze and how many positions have been filled since July 1 and how many haven't. Once per quarter CEO will report on filled/not filled positions. Additionally, the Board directed the CEO to present options
D20	3/12/2019	6A)	Discussion And Possible Action Including Direction To Staff To Explore Feasibility Of Transitioning Our Local Emergency Medical Services Agency (LEMSA) Partnership With Sonoma County To Be A Joint Powers Authority	IT IS ORDERED that the Board of Supervisors Directs staff to begin discussions with Sonoma County regarding formation of a Joint Powers Authority to execute the partnership with our LEMSA.	Health & Human Services Agency	IN PROCESS	9/23/19 - General Government Committee: ON HOLD due to discussions with Sonoma and Lake Counties. Once the assessment is completed, Sonoma County will determine whether they can work with Mendocino County on a JPA.
D19	3/12/2019	5H)	Discussion And Possible Action Regarding Presentation Of Behavioral Health Advisory Board 2018 Annual Report	GENERAL CONSENSUS OF THE BOARD that the Chair of the Behavioral Health Advisory Board and the Chair of the Board of Supervisors shall work together to review typos within the Annual Report and also discuss items contained therein.	Board of Supervisors	COMPLETE	12/2019: Annual report was updated and finalized.
D11	2/26/2019	5D)	Discussion And Possible Action Including Adoption Of The Mendocino County Digital Infrastructure Plan 2019-2025, As Presented By The Economic Development And Financing Corporation (EDFC)	IT IS ORDERED that the Board of Supervisors adopts Mendocino County Digital Infrastructure Plan 2019-2025 as presented by the Economic Development and Financing Corporation, and directs that the two Board of Supervisors Representatives to Economic Development and Financing Corporation (Supervisors Williams and Haschak) work with County staff and EDFC staff to bring back suggested timeframes for milestones for implementing the plan.	Executive Office	IN PROCESS	The Board of Supervisors appointed an IT Ad Hoc; the IT Ad Hoc has been working with staff on various options related to the County's IT infrastructure. Additionally, the two Board representatives to EDFC have been working to prioritize milestones for implementation. At present, negotiations are still in process. 01/13/2020 - Item in progress. The Executive Office, along with Planning & Building Services, are working collaboratively on various aspects of County digital infrastructure. Further, during the January 7, 2020, Board of Supervisors meeting, direction was given to the Executive Office to analyze EDFC and the current funding structure.
D12	2/26/2019	5G)	Discussion And Possible Action Regarding Presentation From Aircon Energy Regarding Energy And Sustainability Services For County Owned Facilities, Including Results Of An Initial Feasibility Study	IT IS ORDERED that the Board of Supervisors receives presentation, including the results of an initial feasibility study from Aircon Energy, and provides direction that may include having Aircon Energy conduct a formal investment grade audit of County facilities and return to the Board to present final recommendations and options to implement and fund energy efficiency improvements.	Executive Office	COMPLETE	9/23/19 - General Government Committee: This item is to return to the Board in January 2020.
D7	2/26/2019	5G)	Discussion And Possible Action Regarding Presentation From Aircon Energy Regarding Energy And Sustainability Services For County Owned Facilities, Including Results Of An Initial Feasibility Study	GENERAL CONSENSUS OF THE BOARD that AirCon will work with Sonoma County division of sustainability and that Supervisor Gjerde help facilitate that discussion.	Board of Supervisors	COMPLETE	9/23/19 - General Government Committee: Supervisor Gjerde met with County staff and AirCon. AirCon to give an update with more information within the next few months (by January 1, 2020).
D9	2/26/2019			BY ORDER OF THE CHAIR formation of a solid waste ad hoc committee consisting of Supervisors Gjerde and McCowen to meet with MSWA member agencies to consider further structure of MSWA	Transportation	COMPLETE	02-27-19: Ad hoc committee index updated. - kvh 9-23-19: Supervisor Gjerde noted that work will be concluded soon. Two agenda items coming to the BOS within the next month. 10-15-19: 2 Items coming forward to the BOS on November 12th. Updated MWMA JPA approved by the BOS on November 12.
D1	1/22/2019	5F)	Discussion And Possible Action Regarding Comprehensive Update On The Implementation Of The Mendocino County Cannabis Cultivation Program, Cannabis Facility Business Licenses And Cannabis Compliance Efforts	GENERAL CONSENSUS OF THE BOARD THAT STAFF SHALL investigate the creation of "Cannabis Business District" plans	Planning & Building Services	COMPLETE	4-2-19 Director of Planning and Building Services: Cannabis Economic Development Ad Hoc visited Arcata Cannabis Innovation Zone on March 29th. Next steps are to debrief from Arcata tour and determine appropriateness and potential locations for Mendocino County. 9-23-19: Status changed to: Referred to Cannabis Economic Development Ad Hoc during General Government Committee Meeting.

Board Directives

INTERNAL DRAFT DOCUMENT

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
D50	12/18/2018	6A)	Supervisors' Reports Regarding Board Special Assignments, Standing And Ad Hoc Committee Meetings, And Other Items Of General Interest	GENERAL CONSENSUS OF THE BOARD that staff should prepare a strategic planning item for early 2019 to help identify priorities/issues of new Board.	Executive Office	IN PROCESS	Staff continue to work on a strategic planning, item was continued for early 2020
D49	12/11/2018			GENERAL CONSENSUS OF THE BOARD that that the Chief Executive Office is authorized to work with interested parties regarding Solid Waste contract compliance issues and a potential site use Agreement for the Ukiah transfer station; and to work with those Supervisors most affected.	Executive Office	COMPLETE	Currently being reviewed by the Ad Hoc. Director of Transportation is currently working on a request for proposal (RFP) to hire somebody for our solid waste issues. 9/23/19 - General Government Committee: We did not renew MSWA contract. DOT Director working on an rfp. Contract for Solid Waste Director services to support DOT Director will be considered by the Board on 12/16/19.
D48	12/4/2018	5A)	Noticed Public Hearing - Discussion And Possible Adoption Of Resolution Amending The Master Fee Schedule Effective March 4, 2019 For The Cultural Services Agency, Environmental Health, Juvenile Hall And Adult Probation - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD for staff to prepare a future agenda item regarding full cost recovery related to County Fees.	Executive Office	IN PROCESS	Item was bumped from 1/22/19 BOS meeting. Update provided to the Board through CEO report on 2/5/19.
D46	9/25/2018	5F)	Discussion And Possible Action Including Acceptance Of Transportation Director's Report Regarding Mountain View Road And Little River Airport Jet Fuel - Sponsor: Transportation	GENERAL CONSENSUS OF THE BOARD that Director of Transportation shall pursue grant options for fueling station at Little River Airport that would support EMS Services for the Mendocino Coast.	Transportation	IN PROCESS	Director of Transportation continues to research possible grants for Little River Airport
D45	9/11/2018	5F)	Discussion And Possible Action Including Introduction And Waive First Reading Of Ordinance Amending Chapter 6.04 Of The Mendocino County Code Regarding County Business License Requirements - Sponsor: Treasurer-Tax Collector, County Counsel And Executive Office	GENERAL CONSENSUS OF THE BOARD for staff to schedule a future agenda item to amend Business License Ordinance to include license exemption for "short term" events occurring on fairgrounds (short term shall be any event lasting less than 30 days) among other potential changes.	County Counsel	IN PROCESS	4/2/19 - Per Deputy County Counsel- Friday, April 5 last day of the initial comment period for Departments. Staff has met multiple times to discuss and develop changes to the ordinance based on Board Direction. Red lines to the ordinance are well on their way to completion. May 10 is the anticipated deadline for Departments to provide feedback on the red line. After comments are incorporated, we will prepare the documents needed to bring back the item to the Board. 9/23/19 - General Government Committee: County Counsel to receive update from Deputy County Counsel. Will bring item back in the future.
D31	4/24/2018	5C)	Discussion And Possible Action Regarding "Homelessness Needs Assessment And Action Steps For Mendocino County", A Report Of Data And Recommendations For Strategic Action Steps By Robert G. Marbut Jr., Ph.D. - Sponsor: Health & Human Services Agency	GENERAL CONSENSUS OF THE BOARD that staff shall continue outreach to the City Councils to endorse the strategic action in Dr. Marbut's report, particularly prioritizing the needs to throughout the County; providing meals prior to 9 am and after 5pm to avoid taking homeless away from programs that are helping; limiting it for to Resource see days; and for staff to provide a written report every two months; and an in-depth presentation to the Board of Supervisors every six months.	Health & Human Services	IN PROCESS	9/23/19 - General Government Committee Supervisor Gjerde met with County Staff and AirCon to give an update with more information within the next few months (by January 1, 2020).
D33	4/24/2018	5H)	Discussion And Possible Direction Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2018-19 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that staff shall develop property liquidation options for the Willits Justice Center and County Courthouse in Ukiah.	Executive Office	IN PROCESS	Executive Office staff are in the process of a space analysis. The Willits Justice Center is include in that analysis.
D35	4/24/2018	5H)	Discussion And Possible Direction Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2018-19 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that staff develop property acquisition options around the new County Courthouse in Ukiah.	Executive Office	IN PROCESS	Executive Office staff are in the process of a space analysis. The County Courthouse is included in that analysis.
D32	4/24/2018	5H)	Discussion And Possible Direction Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2018-19 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that staff shall evaluate the proposed IT upgrades for a cost savings analysis.	Executive Office	COMPLETE	The IT Master Plan was adopted, with updates presented during each Budget presentation.
D36	4/24/2018	5C)	Discussion And Possible Action Regarding "Homelessness Needs Assessment And Action Steps For Mendocino County", A Report Of Data And Recommendations For Strategic Action Steps By Robert G. Marbut Jr., Ph.D. - Sponsor: Health & Human Services Agency	Direction to staff to continue implementation of Marbut report in collaboration with our community partners.	Health & Human Services Agency	IN PROCESS	Partially complete 9/23/19 - General Government Committee: CEO believes most of this is complete. Ongoing.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
D42	7/11/2017	5F)	Transportation Director's Report - Sponsor: Transportation	GENERAL CONSENSUS OF THE BOARD that Executive Office staff shall work with Information Services staff to develop an online presence that would provide County residents status as to road conditions/repair projects. Executive Office shall begin the process advice Department of Transportation staff when they are ready for Department of Transportation input.	Transportation	COMPLETE	6-11-18: Steve Dunicliff, DCEO, to follow up with Director of Transportation to confirm. 9-23-19: General Government Committee: Currently with Information Services and the Department of Transportation(DOT). No date for implementation. 12-11-19: DOT's online presence includes road closures and temporary delays listed on County website and Facebook page. 20 Year Plan for roadway improvements, as approved by the Board, now posted with projects grouped roughly by area and year to be completed.
D40	5/23/2017	5A)	Discussion And Possible Action Regarding Informational Presentation On The Health & Human Services Agency Employee Survey Results And 2017 Goals - Sponsor: Health & Human Services Agency	GENERAL CONSENSUS OF THE BOARD that Health & Human Services staff shall incorporate a rewards program to recognize high achieving employees with a monetary or other benefit to encourage people to make suggestions that allow the County to improve work and/or services.	Health & Human Services Agency/Human Resources	IN PROCESS	Currently in Process. Health and Human Services Agency Director will be providing language.
D30	4/17/2017	5A)	Discussion And Possible Action Including Introduction And Waive Reading Of An Ordinance Adding Chapter 9.30 To The Mendocino County Code Regulating The Cultivation Of Recreational Marijuana Pursuant To Proposition 64 And Amending Chapter 9.31 Regarding Medical Marijuana Cultivation - Sponsor: County Counsel	GENERAL CONSENSUS OF THE BOARD directing staff to bring forward further discussion of possibilities or procedures to adopt a square footage allowance for coastal zone rather than 25 plants (not restricted to cultivation or nurseries).	Planning & Building Services	COMPLETE	Cannabis ordinance was completed via a re-write of Chapter 9.31, adopted 5/2/17 as Ordinance No.4383
	10/22/2019	5R)	Noticed Public Hearing Discussion And Possible Action Including Adoption Of Resolution Amending Exhibit X Master Fee Schedule Effective November 21, 2019, For Health And Human Services Agency, Environmental Health And Public Health Nursing Divisions; And For Department Of Planning & Building Services, Cannabis Management Unit	GENERAL CONSENSUS OF THE BOARD - direct staff to drop proposed farmer's market fee and adopt the rest as proposed.	Executive Office	COMPLETE	9-23-19: Status changed to Complete and directive was finished by staff, during General Government Committee Meeting.
D76	10/1/2019	6E)	Discussion And Possible Action Including Requesting The Treasurer Tax Collector To Include High Speed Internet And Cell Coverage Checkbox Survey On The Next Property Tax Bills And County GIS To Plot Results On Map - Sponsor: Supervisor Williams	IT IS ORDERED that the Board of Supervisors requests Tax Collector include high speed internet and cell coverage survey on the next property tax bill, with Supervisor Williams to provide.	Treasurer-Tax Collector	COMPLETE	
D74	8/27/2019	5E)	Joint Meeting With The Board Of Supervisors And The Library Advisory Board	GENERAL CONSENSUS OF THE BOARD to create an informal working group including Supervisor Haschak and Supervisor Williams to work with the Round Valley Library to improve their Wi-Fi status.	Board of Supervisors	COMPLETE	Working with Information Services to coordinate the meeting. 01/13/2020 - Supervisor Williams working with IS staff on potential solutions. Numerous meetings regarding broadband and potential connectivity options have been held. EO anticipates updates to the Board mid 2020.
D73	8/20/2019	5D)	Discussion And Possible Action Including Acceptance Of Presentation On The California Public Utilities Commission (CPUC)	GENERAL CONSENSUS OF THE BOARD that County Counsel shall investigate how the Board of Supervisors may participate in Phase 2 of the CPUC legislation.	County Counsel	COMPLETE	
D71	7/9/2019	5A)	Discussion And Possible Action Regarding Informational Presentation On In-Home Supportive Services Providers - Sponsor: Health & Human Services Agency	BY ORDER OF THE CHAIR future In Home Support Services (IHSS) presentations shall include current state-level budget information.	Health & Human Services	COMPLETE	

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
D71	6/18/2019	7A)	Discussion And Possible Action Including Approval Of Legal Services Agreement With Human Cristiana Darlington, In An Amount Not To Exceed \$40,500, For Separate Legal Representation For The Air Quality Management District Effective When Agreement Becomes Fully Executed Through June 30, 2020 - Sponsor: Air Quality Management District	IT IS ORDERED that the Board of Supervisors directs staff to return with a new Agriculture agreement, to be presented on the consent calendar, at an amount of \$250 an hour, no minimum charge, with all other conditions remaining the same.	Air Quality Management District	COMPLETE	
D68	6/11/2019	5E)	Discussion And Possible Action Including Introduction And Waive First Reading Of An Ordinance Amending Mendocino County Code Section 6.32.150 - Appeals Procedure; And Direction To Staff Regarding A Proposed Appellate Body Structure For The Cannabis Business Tax (Chapter 6.32) And Policy Considerations Related Thereto	GENERAL CONSENSUS OF THE BOARD that Appeal Body shall be composed of Chief Executive Officer, or designee; Planning & Building Services Director or designee; and Agricultural Commissioner, or designee; Cultivators may appeal if they can demonstrate that they did not cultivate, or provide proof cultivation occurred at a different permit level; Appeal fee shall be determined by staff; and Penalties shall not be imposed until an appeal procedure has been established.	Executive Office	COMPLETE	6-11-18: Deputy Chief Executive Officer Steve Dunncliff to follow up with Howard Dashiell, Director of the Department of Transportation, to confirm. 9-23-19: General Government Committee: Currently with IT and Transportation. No date for implementation.
D70	6/11/2019	6A)	Supervisors' Reports Regarding Board Special Assignments, Standing And Ad Hoc Committee Meetings, And Other Items Of General Interest	BY ORDER OF THE CHAIR, County Counsel shall telephone the Attorney General regarding the previously requested Measure V legal opinion.	County Counsel	COMPLETE	3/26/19: Amendment of Master Meeting Calendar adding 4/16/19 meeting
D69	6/11/2019	5E)	Discussion And Possible Action Including Introduction And Waive First Reading Of An Ordinance Amending Mendocino County Code Section 6.32.150 - Appeals Procedure; And Direction To Staff Regarding A Proposed Appellate Body Structure For The Cannabis Business Tax (Chapter 6.32) And Policy Considerations Related Thereto	GENERAL CONSENSUS OF THE BOARD that staff shall review Nelson memo and consider suggested changes regarding time for appeal.	Planning & Building Services	COMPLETE	3/21/19: Ad Hoc Committee index updated 9-23-19: Status changed to Completed with the Chief Executive Officer providing monthly hiring report in CEO Report.
D67	6/5/2019	5A)	Noticed Public Hearing - Discussion And Possible Action To Approve The Mendocino County Proposed Budget For Fiscal Year (FY) 2019-20, Including All Recommended Actions And Adjustments - Sponsors: Executive Office And Auditor-Controller	IT IS ORDERED that the Board of Supervisors approves the FY 2019-20 Mendocino County Proposed Budget including all Executive Office recommendations, funding all items listed on Attachment 1 (attached) as presented as an amendment to the proposed budget (funding \$7,500 for the Climate Action Committee); institutes a hiring freeze; and directs the Auditor-Controller to prepare the required documents for adoption of the FY 2019-20 Final Budget on June 18, 2019.	Executive Office/Auditor	COMPLETE	
D65	6/4/2019	5C)	Chief Executive Officer's Report – Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD for the Chief Executive Officer to present an item at the July 18, 2019, Board of Supervisors meeting regarding a July 5, 2019, optional Holiday for employees.	Executive Office	COMPLETE	4-2-19: Per Michael Makdisi, Deputy County Counsel- Friday, April 5, 2019 last day of the initial comment period for Departments. Staff has met multiple times to discuss and develop changes to the ordinance based on Board Direction. Red lines to the ordinance are well on their way to completion. May 10, 2019 is the anticipated deadline for Departments to provide feedback on the red line. After comments are incorporated, staff will prepare the documents needed to bring back the item to the Board. 9-23-19: General Government Committee: County Counsel Elliott to receive update from Michael Makdisi. This item will back in the future.

Board Directives

INTERNAL DRAFT DOCUMENT

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
D63	5/21/2019	6A)	Discussion And Possible Action Regarding An Informational Report From The Board Ad Hoc Committee, Appointed In Connection To The C&S Proposal To Provide Hazmat Services, Including Recommendations Related To An Amended And Restated JPA With Mendocino Solid Waste Management Authority (MSWMA); The County's Contract With MSWMA For Solid Waste Director Services; And Recommendations For On Going Franchise Contract Monitoring And Negotiation Services	IT IS ORDERED that the Board of Supervisors supports MSWMA moving forward with an amended and restated JPA, and continuing negotiations for a contract with C&S for core functions of Mendocino Solid Waste Management Authority (MSWMA); and directs Executive Office staff to notify Mendocino Solid Waste Management Authority (MSWMA) that the County contract for Solid Waste Director services will be cancelled effective immediately, with a request for waiver of the 90 day notice of termination period.	Executive Office	COMPLETE	Item was bumped from 1-22-19 Board of Supervisors meeting. Update provided to the Board through the CEO report on 2/5/19.
D61	5/14/2019	6A)	Discussion And Possible Action Including Direction To Agriculture Department To Collect And Publish Pesticide Application Details, Including Chemical percent, Quantity, And Assessor's Parcel Number	IT IS ORDERED that the Board of Supervisors directs Agriculture and Information Services staff (and other appropriate County staff) meet to identify a process that is as automated and streamlined as possible for staff and public to publish information related to pesticide application details and to independently meet with stakeholders and Supervisor Williams prior to bringing a work plan back to the Board.	Agriculture	COMPLETE	3/27/19 Directive to be presented to Committee. Measure B Committee was presented the directive and reviewed the report. The Committee reported back to the Board of Supervisors on.....
D60	5/7/2019	5C)	Discussion And Possible Action Regarding Informational Update On The Implementation Of The Mendocino County Cannabis Cultivation Program And Cannabis Compliance Efforts	GENERAL CONSENSUS OF THE BOARD that Cannabis Program Updates shall be presented to the Board of Supervisors on an as needed basis.	Planning & Building Services	COMPLETE	Human Resource Director provided an update to the Board on March 26, 2019
D56	4/23/2019	5C)	Discussion And Possible Action Regarding Presentation Of The Department Of Planning & Building Services Development Activity Report For The Month Of March, 2019	GENERAL CONSENSUS OF THE BOARD to include the Board of Supervisors on distribution of Planning & Building Agendas for Coastal Zoning Administrator, Planning Commission, etc.	Planning & Building Services	COMPLETE	9-23-19: This comes up during the Cannabis updates at the Board of Supervisors meetings. Item is with the Cannabis staff. Currently no staff or funding to complete directive, currently on hold.
D59	4/23/2019	5G)	Discussion And Possible Action Including Review, Adoption, Amendment, Consideration Or Ratification Of Legislation Pursuant To The Adopted Legislative Platform - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that Supervisors Williams and Gjerde shall provide an item regarding offshore oil drilling for the May 7, 2019, Board of Supervisors meeting.	Board of Supervisors	COMPLETE	4/2/19 Director of the Cultural Services Agency: MAB is meeting in May 2019; Director of the Cultural Services Agency attended and spoke at Willits City Council meeting. She is working with MAB to come up with a reasonable compromise to stay open Sunday while increasing hours with existing staff. 9-23-19: Museum is currently staying open on Sundays, which is creating a hardship. Only 1-5 visitors attend on Sundays and the County Museum needs 2 staff. Hours adjusted 12-4 so that 1 staff person could be there . The County may have to close the Museum on Sundays in the future.
D57	4/23/2019	5G)	Discussion And Possible Action Including Review, Adoption, Amendment, Consideration Or Ratification Of Legislation Pursuant To The Adopted Legislative Platform - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD for staff to provide a letter of support for Agriculture and Zebra muscle grant funding	Executive Office	COMPLETE	3/12/19: Approval of transfer of funds to reactivate CSA3. 9-23-19: Staff sent a letter, worked with LAFCo, and the Board of Supervisors to allocated money to the CSA3. Board of Supervisors to determine whether they want to fund CSA3 long term. Will be brought forward during the budget process this year.
D58	4/23/2019	5G)	Discussion And Possible Action Including Review, Adoption, Amendment, Consideration Or Ratification Of Legislation Pursuant To The Adopted Legislative Platform - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD to provide a letter of opposition regarding AB 1366.	Executive Office	COMPLETE	Item is currently with the Cannabis Economic Committee 9-23-19: General Government Committee: this has shifted to the Cannabis Economic Development Committee. Executive Office to follow up.
D54	4/16/2019	6B)	Discussion And Possible Action Regarding A Draft Scope Of Services For A Proposed Contract Between Mendocino County And The Mendocino County Resource Conservation District On The Implementation Of A Sustainability And Climate Action Program And Staffing For The Mendocino County Climate Action Advisory Committee	BY ORDER OF THE CHAIR, formation of a Climate Ad Hoc Committee consisting of Supervisor McCowen and Supervisor Williams.	Board of Supervisors	COMPLETE	02-27-19: Standing Committee Referral Index updated 9-23-19: On General Government Committee Agenda.

Board Directives

INTERNAL DRAFT DOCUMENT

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
D55	4/16/2019	6A)	Discussion And Possible Action Regarding Presentation On The Structure And Formation Of The Mendocino County Climate Action Advisory Committee - Sponsor: Supervisor McCowen	GENERAL CONSENSUS OF THE BOARD that the initial terms of the Climate Action Advisory Committee shall be 1, 2, and 3 years, with each Supervisor determining which of their district appointees shall receive the 1, 2, or 3 year term. Thereafter each term shall be three years.	Board of Supervisors	COMPLETE	The Board of Supervisors appointed an IT Ad Hoc; the IT Ad Hoc has been working with staff on various options related to the County's IT infrastructure. Additionally, the two Board representatives to EDFC have been working to prioritize milestones for implementation. At present, negotiations are still in process.
D51	4/9/2019	5F)	Discussion And Possible Action Including Acceptance Of Cultural Services Agency Update And Adoption Of New Policies Including Proposed Cultural Services Agency Mission Statement, And Museum: Mission Statement, Code Of Ethics, Visitor Behavior Policy, And Collections Policy - Sponsor: Cultural Services Agency	GENERAL CONSENSUS OF THE BOARD that Staff shall determine the last time the City of Willits made a payment to the County for the museum.	Executive Office	COMPLETE	9-23-19: General Government Committee: This item is to return to the Board in 2020.
D28	3/26/2019	5C)	Discussion And Possible Direction To Staff Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2019-20 Budget	GENERAL CONSENSUS OF THE BOARD that Planning & Building Services staff shall create language that would continue to allow deviations to the 50 foot setback requirement Through Compliance plans; delete directive regarding presentation of "special circumstances" fee waivers; and report how fees are developed at the April 23rd Fee Hearing. Additionally, staff is granted a one-year extension to amend Inland/Coastal Vacation Home Ordinance. However, once developed, language should include vacation home restrictions.	Planning & Building Services	COMPLETE	9-23-19: General Government Committee: Item is currently with County Counsel, staff is working on item.
D25	3/26/2019	5B)	Discussion And Possible Action Regarding Presentation Of The Fiscal Year (FY) 2018-19 Second Quarter/Mid Year Budget On The Status Of County Departmental Spending And Revenues For FY 2018-19 And Executive Office Recommendations; And Adoption Of Resolution Amending The FY 2018-19 Adopted Budget	GENERAL CONSENSUS OF THE BOARD that the Measure B Committee shall present their budget for adoption at a future Board of Supervisors meeting.	Auditor-Controller	COMPLETE	
D26	3/26/2019	5C)	Discussion And Possible Direction To Staff Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2019-20 Budget	GENERAL CONSENSUS OF THE BOARD prioritization of IT Master Plan line items and additions is hereby referred to the IT Ad Hoc committee.	Executive Office	COMPLETE	9-23-19: Updates go to the Board of Supervisors once per month when the Measure B Committee Chair presents to the Board of Supervisors. Status changed to Complete at General Government Committee Meeting.
D29	3/26/2019	5F)	Discussion And Possible Action Including Adoption Of Resolution Adopting The New Classifications Of Communications Technician S34D, Senior Network Analyst S39D, And Information Services Business Applications manager MA40, And Amending The Position Allocation Table As Follows: Budget Unit 1960 - Add 1.0 FTE Communications Technician, 1.0 FTE Senior Network Systems Analyst, 1.0 FTE Information Services Business Applications manager, 1.0 FTE Administrative Services manager I	GENERAL CONSENSUS OF THE BOARD that issue of additional IT staff is hereby referred to the IT Ad Hoc committee.	Board of Supervisors	COMPLETE	2/26/19: Adoption of Urgency Ordinance; Ordinance scheduled for first reading at the Board of Supervisors meeting on 4/9/19

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
D27	3/26/2019	5C)	Discussion And Possible Direction To Staff Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2019-20 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that 2019-20 funding priorities shall include creating operational efficiencies; fire recovery and resiliency; Cannabis Program sustainability, homelessness issues including implementation of Marbut Report; emergency services and preparedness; emergency access routes and vegetation control; Climate Action Committee; Potter Valley Project; and salaries for County employees.	Executive Office	COMPLETE	Cannabis update were provided to the Board at the first meeting of the month.
D21	3/19/2019	6A)	Discussion And Possible Action Regarding Approval Of Information Services Efficiency And Modernization Items	BY ORDER OF THE CHAIR formation of an IT Ad Hoc Committee consisting of Supervisors Gjerde and Williams	Board of Supervisors	COMPLETE	A letter was provided by the Chair to the State Controller/LAFCO.
D22	3/19/2019	6A)	Discussion And Possible Action Regarding Approval Of Information Services Efficiency And Modernization Items	IT IS ORDERED that the Board of Supervisors directs staff to collaborate with newly formed Information Technology (IT) Ad Hoc Committee on the prioritization of the County's IT Master Plan initiatives and business process improvements, consider the feasibility of incorporating potential new efficiency and modernization items, and return to the Board of Supervisors with an updated IT Master Plan implementation strategy and cost analysis.	Executive Office	COMPLETE	Staff presented the item regarding Hemp moratorium to the Board of Supervisors at the 2/26/19 Board of Supervisors meeting.
D23	3/19/2019	6D)	Presentation, Discussion And Possible Action Regarding Mendocino County's Commitment To Fight Climate Change, The Formation Of A Climate Action Advisory Committee To Engage Public Participation And Support Community Climate Change Preparedness, Assess Green House Gas Emissions And Carbon Storage Baseline Conditions, Explore And Recommend Short And Long Term Priorities For Green House Gas Emissions Reductions And Carbon Storage Projects, And Explore Potential Funding Sources - Sponsor: Supervisor McCowen	IT IS ORDERED that the Board of Supervisors Accepts the presentation of the Climate Action Start-up Group; endorses in principle the proposal presented; directs staff to schedule a subsequent workshop/presentation on April 2, 2019, on the formation and structure of the Climate Action Advisory Committee and to explore funding sources and initiate discussions with the Mendocino County Resource Conservation District regarding a contract for services to staff the Committee.	Executive Office	COMPLETE	9-23-19: Status changed to Complete during General Government Committee Meeting
D14	3/12/2019	4G)	Approval Of Modification To The Hours Of Operation Of The Mendocino County Museum To The Following Proposed Schedule: Wednesday, Friday, And Saturday From 9:00 AM To 5:00 PM, And Thursday From 9:00 AM To 7:00 PM	GENERAL CONSENSUS OF THE BOARD that modification to museum hours be returned to the Cultural Services Agency for input from the Library Advisory Board before returning to the Board of Supervisors.	Cultural Services Agency	COMPLETE	GMO section removed based on board direction and local control section allows action.
D15	3/12/2019	5D)	Discussion And Possible Action Regarding An Update On The Implementation Of The Mendocino County Cannabis Cultivation Program, Cannabis Compliance Efforts And Cannabis Business Tax	GENERAL CONSENSUS OF THE BOARD that staff shall investigate timeline needed to adopt equity program related Ordinance in order to be eligible for next grant cycle.	Planning & Building	COMPLETE	Fire Recovery reports are submitted to the Board of Supervisors on a monthly bases.
D17	3/12/2019	5H)	Discussion And Possible Action Regarding Presentation Of Behavioral Health Advisory Board 2018 Annual Report	GENERAL CONSENSUS OF THE BOARD that Behavioral Health Advisory Board Annual Report recommendations 2 and 3 are to be reviewed as part of the Legislative Platform.	Executive Office	COMPLETE	Staff continues to work with Supervisors, Agriculture, and Planning & Building on Ad Hoc
D18	3/12/2019	5H)	Discussion And Possible Action Regarding Presentation Of Behavioral Health Advisory Board 2018 Annual Report - Sponsor: Health & Human Services Agency	GENERAL CONSENSUS OF THE BOARD that the Measure B committee is encouraged to review and prioritize the Kemper Report recommendations.	Executive Office	COMPLETE	4-2-19 Director of Planning and Building Services: Cannabis Economic Development Ad Hoc visited Arcata Cannabis Innovation Zone on March 29th. Next steps are to debrief from Arcata tour and determine appropriateness and potential locations for Mendocino County. 9-23-19: Status changed to: Referred to Cannabis Economic Development Ad Hoc during General Government Committee Meeting.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	3/12/2019	5H)	Discussion And Possible Action Regarding Presentation Of Behavioral Health Advisory Board 2018 Annual Report - Sponsor: Health & Human Services Agency	BY ORDER OF THE CHAIR the issue of having County Employees serve on Boards and Commissions is hereby referred to the Director of Human Resources.	Human Resources	COMPLETE	Staff continues to work with Supervisors, Agriculture, and Planning & Building on Ad Hoc
D13	2/26/2019	6A)	Discussion And Possible Action Regarding The State Controller's Office Notice Of Inactive Districts And The Local Agency Formation Commission's (LAFCO) Proposed Action To Initiate The Dissolution Of The County Of Mendocino's County Service Area No. 3 (Cultural Services Agency3)	IT IS ORDERED that the Board of Supervisors directs the Chief Executive Officer and County Counsel to work together on a plan to fund CSA3 adequate to transition to active status, and to provide an update to Local Agency Formation Commission (LAFCO) that Cultural CSA3 will no longer be inactive.	Executive Office	COMPLETE	Staff completed the Agenda item and presented to the Board at the ..... Meeting.
D8	2/26/2019	5F)	Discussion And Possible Action Regarding The Status Of Board Of Supervisor's Actions And/or Directives Requiring Follow Through From County Staff And/or Other Agencies	GENERAL CONSENSUS OF THE BOARD that review of directives is hereby referred to General Government standing committee	Board of Supervisors	COMPLETE	Ad Hoc Committee was formed and Supervisor Gjerde and Haschak serve on Ad Hoc.
D10	2/26/2019	5C)	Discussion And Possible Action Including Adoption Of Resolution Approving Creation Of An Emergency Medical Care Committee To Serve And Act In An Advisory Capacity To The Local Emergency Medical Services Agency And The Board Of Supervisors; Approval Of Proposed By Laws, Including Membership Composition, For The Emergency Medical Care Committee; And Direction To Staff To Work With The Clerk Of The Board To Establish Membership Application Processes And Other Procedures As Needed - Sponsor: Health & Human Services Agency	IT IS ORDERED that the Board of Supervisors refers the bylaws back to EMCC to consider new options for membership based on today's discussion; particularly including representation from the Mendocino County Association of Fire Districts, potential for public representation, and greater balance between coastal and inland representation.	Health & Human Services	COMPLETE	Staff notified all affected landowners of the final decision of the shorter Williamson Act Contracts that went into effect in early 2019.
D4	2/5/2019	5B)	Discussion And Possible Action Regarding The Mental Health Treatment Act Citizen's Oversight Committee's Recommendations To The Board Of Supervisors To Pursue Options Associated With Constructing Or Acquiring A Crisis Residential Unit, Crisis Treatment Unit, Or 24 Hour Psychiatric Health Facility Utilizing Measure B Funds	IT IS ORDERED that the Board of Supervisors receives the update regarding the recommendations from the Mental Health Treatment Act Citizen's Oversight Committee and directs staff to proceed with researching options associated with the development of Crisis Residential Unit(s), Crisis Stabilization Unit(s), Crisis Treatment Unit(s), and 24 Hour Psychiatric Health Facility utilizing Measure B Funds, including design, bid and/or build potential properties or facilities locations. Said options to be presented to the Board of Supervisors at a future meeting for discussion and/or direction as appropriate.	Executive Office	COMPLETE	Staff is moving forward on prioritized Capital Improvement Projects.
D6	2/5/2019			Staff to develop a new Ordinance to prohibit the cultivation, processing and manufacturing of products, including cannabis and cannabis-based products, from using genetic engineering techniques, whether interspecies or interspecies, and present said ordinance to the Board at a future meeting date for discussion and consideration and to direct staff to bring back a moratorium at our next meeting	County Counsel	COMPLETE	9-23-19: General Government Committee: This directive has been happening monthly.

**Board Directives**

**INTERNAL DRAFT DOCUMENT**

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	2/5/2019	5D)	Discussion And Possible Action Regarding An Update On The Implementation Of The Mendocino County Cannabis Cultivation Program And Cannabis Compliance Efforts - Sponsor: Agriculture	GENERAL CONSENSUS OF THE BOARD that Cannabis updates be provided to the Board at the first meeting of every month in lieu of every meeting.	Agriculture	COMPLETE	Staff continue to work on a strategic planning, item was continued for early 2020?
D5	2/5/2019	6B)	Discussion And Possible Action Regarding The State Controller's Office Notice Of Inactive Districts And The Local Agency Formation Commission's (LAFCO) Proposed Action To Initiate The Dissolution Of The County Of Mendocino's County Service Area No. 3 (Cultural Services Agency3) - Sponsor: Supervisor Brown	IT IS ORDERED that the Board of Supervisors directs staff to research the feasibility of reactivating the County of Mendocino's County Service Area No. 3 and to provide a letter signed by the Chair to the State Controller and/or the Local Agency Formation Commission asking for a delay while the Board determines options.	County Counsel	COMPLETE	Staff brought item to the board at the January 22 (?) BOS meeting. No further Action requested?
	2/5/2019	5D)	Discussion And Possible Action Regarding An Update On The Implementation Of The Mendocino County Cannabis Cultivation Program And Cannabis Compliance Efforts - Sponsor: Agriculture	GENERAL CONSENSUS OF THE BOARD that staff SHALL prepare an item regarding Hemp moratorium for the February 26, 2019, Board of Supervisors meeting.	County Counsel	COMPLETE	Director of Planning and Building Services updated the Board of Supervisors regarding building issues as the applied to the Cannabis program.
D2	1/22/2019	5G)	Discussion And Possible Action Including Acceptance Of Presentation Regarding Private Roads As Emergency Access And/or Evacuation Routes Preliminary Feasibility/Funding/Practical Factors (Countywide) - Sponsor: Transportation	GENERAL CONSENSUS OF THE BOARD expand previously appointed second access ad hoc of Supervisors Haschak and Gjerde to also address issues related to emergency access and/or evacuation routes. (second access/emergency access)	Board of Supervisors	COMPLETE	9-23-19: General Government Committee: Barbara (who) has been working with fire agencies and the Board of Supervisors on this.
	1/22/2019			GENERAL CONSENSUS OF THE BOARD to modify the Legislative Platform regarding GMO's, adding, "advocate for local control over these issues"	Executive Office	COMPLETE	Item was heard at the December 11, 2018 Board of Supervisor Meeting. No further direction given.
	1/22/2019	5E)	Discussion And Possible Action Regarding Updates Associated With 2017 Fire Recovery Efforts In Mendocino County - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that monthly written reports be submitted in lieu of standing Agenda item for 2017 Fire Recovery Report.	Executive Office	COMPLETE	Staff continues to prepare agenda item to bring County Fee's to full cost recovery.
	1/22/2019	5F)	Discussion And Possible Action Regarding Comprehensive Update On The Implementation Of The Mendocino County Cannabis Cultivation Program, Cannabis Facility Business Licenses And Cannabis Compliance Efforts - Sponsor: Agriculture	GENERAL CONSENSUS OF THE BOARD to appoint two ad hoc committees: One on cultivation issues on current Ordinance consisting of Supervisor Haschak and McCowen; economic development/zoning consisting of Supervisor Williams and Gjerde.	Board of Supervisors	COMPLETE	Item was heard at the ..... Board of Supervisor Meeting. No further direction given.
	1/9/2019			GENERAL CONSENSUS OF THE BOARD to appoint two ad hoc committees: One on cultivation issues on current Ordinance consisting of Supervisor Haschak and McCowen; economic development/zoning consisting of Supervisor Williams and Gjerde.	Clerk of the Board	COMPLETE	Permit types are included in commissioner's report during cannabis items
	1/9/2019	5K)	Discussion And Possible Action Including Approval For County Counsel To Provide Legal Services To The Mental Health Treatment Act Citizen's Oversight Committee - Sponsor: Mental Health Treatment Act Citizen's Oversight Committee And County Counsel	GENERAL CONSENSUS OF THE BOARD THAT staff shall prepare an Agenda item for the next Measure B committee meeting regarding recommendations for legal counsel.	Executive Office	COMPLETE	Item was placed and heard at 12/18/18 Board of Supervisors meeting. No further direction given by the Board.
	1/8/2019	6A)	Supervisors' Reports Regarding Board Special Assignments, Standing And Ad Hoc Committee Meetings, And Other Items Of General Interest	GENERAL CONSENSUS OF THE BOARD to activate Second Access Ad Hoc Committee and to appoint Supervisor Gjerde and Haschak to serve on Ad Hoc.	Clerk of the Board	COMPLETE	Item was placed and heard at 12/18/18 Board of Supervisors meeting. No further direction given by the Board.

**Board Directives**

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	12/18/2018	5C)	Noticed Public Hearing - Discussion And Possible Approval To Establish Shorter Williamson Act Contracts, Effective In Calendar Year 2019, Pursuant To State Statute, Making The Requisite Finding Pursuant To Government Code Section 16142.1(D) - Sponsor: Assessor/Clerk-Recorder And Agriculture	IT IS ORDERED that the Board of Supervisors approves the establishment of shorter Williamson Act Contracts, effective in Calendar Year 2019, pursuant to State Statute, making the requisite finding pursuant to Government Code Section 16142.1(d), and direct staff to notify all affected landowners of final decision and the right to prevent the reduction in term by serving notice of non renewal.	Assessor-Clerk-Recorder/Agriculture	COMPLETE	Fire recovery permits; job creation; Cannabis Cultivation facilities; and updating housing element (with an emphasis on eliminating barriers to affordable housing), have been added to the priority list of Planning and Building staff.
	12/18/2018	5L)	Discussion And Possible Action Including Determination Of County Roof Replacement Project Funding Priorities; And Authorization For The Facilities And Fleet Division manager To Establish Capital Improvement Projects Accordingly - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that Staff shall move forward with Capital Improvement Project priorities as follows: Main jail, Executive Office, and Admin Center. Future item come back to withdraw at least \$1M from Reserves, and possible reconfiguration of Phase 2 & 3. (True-up to occur during mid-year or end of year budget).	Executive Office	COMPLETE	IT Master plan was accepted by the Board and the Executive Office staff continues work on implementation.
	12/18/2018	4K)	Adoption Of Resolution Approving A Funding Agreement With The Pacific Forest And Watershed Lands Stewardship Council In The Amount Of \$442,564 To Implement A Tax Neutrality Requirement And Foregoing Collection Of Future Property Taxes From Approximately 797 Assessor-Clerk-Recorders (Assessors Parcel Numbers 171-250-13, 171-240-02, 171-260-02, 171-260-04, 171-230-19, And 171-230-20) North Of Potter Valley - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that this item is returned to staff for further clarification regarding the County's tax liability.	Auditor-Controller	COMPLETE	Presented to the Board on 10/16/18, no further direction received by the Board.
	12/11/2018	5A)	Discussion And Possible Action Regarding Informational Update On The Implementation Of The Mendocino County Cannabis Program And Cannabis Compliance Efforts - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that staff shall bring forward an item in January, 2019, regarding CCA.	Executive Office/Treasurer-Tax Collector	COMPLETE	The Board heard the Behavioral Health Advisory Board recommendation on the Kemper Report at the ..... Board of Supervisor Meeting.
	12/11/2018	5A)	Discussion And Possible Action Regarding Informational Update On The Implementation Of The Mendocino County Cannabis Program And Cannabis Compliance Efforts - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that staff shall provide an update regarding building related issues, as they apply to the Cannabis program.	Planning & Building Services	COMPLETE	Western Hills Project was completed on ..... No further update to report to the Board.
	12/4/2018	5G)	Discussion And Possible Action Regarding Informational Update On The Implementation Of The Mendocino County Cannabis Cultivation Program And Cannabis Compliance Efforts - Sponsor: Agriculture	GENERAL CONSENSUS OF THE BOARD that staff shall provide a brief update regarding CCA at the December 11, 2018 Board of Supervisors meeting.	Executive Office/Agriculture	COMPLETE	

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	11/16/2018	5A)	Noticed Public Hearing - Discussion And Possible Action Including Adoption Of Resolution Approving And Adopting An Addendum To The Previously Adopted Mitigated Negative Declaration, In Compliance With California Environmental Quality Act Requirements, For Amendments To Chapter 10A.17 Mendocino Cannabis Cultivation Ordinance And Chapter 20.242 Cannabis Cultivation Sites Of The Mendocino County Code; Adding Chapter 20.118 "CA" Cannabis Accommodation Combining District And Chapter 20.119 "CP" Commercial Cannabis Prohibition Combining District To The Mendocino County Code; And Rezoning Certain Parcels To Apply The CA And CP Combining Districts; And Introduction And Waive First Reading Of An Ordinance Amending Chapter 10A.17 Mendocino Cannabis Cultivation Ordinance And Chapter 20.242 Cannabis Cultivation Sites Of The Mendocino County Code; Adding Chapter 20.118 "CA" Cannabis Accommodation Combining District And Chapter 20.119 "CP" Commercial Cannabis Prohibition Combining District To The Mendocino County Code; And Rezoning Certain Parcels To Apply The CA And CP Combining Districts - Sponsors: County Counsel And Planning & Building Services	GENERAL CONSENSUS OF THE BOARD that staff shall prepare a future item on how Cannabis cultivation administrative permits are administered, and consideration of greater distances between setbacks.	Planning & Building Services/County Counsel	COMPLETE	The Deputy Clerks of the Board created Committee for the Board to appointment members
	11/13/2018	5D)	Discussion And Possible Action Regarding Informational Update On The Implementation Of The Mendocino County Cannabis Cultivation Program And Cannabis Compliance Efforts - Sponsor: Agriculture	GENERAL CONSENSUS OF THE BOARD for Agricultural Commissioner to include permit types in reports to the Board.	Agriculture	COMPLETE	Done. Submitted through MCOG. LACO assisted under County direction and contract.
	11/13/2018	5C)	Discussion And Possible Adoption Of Resolution Amending The Position Allocation Table, Establishing The Salary For The Retirement Administrator At \$157,000 And Approving Employment Agreement With James Wilbanks In The Amount Of \$157,000 For The Position Of Retirement Administrator, Mendocino County Employees Retirement Association For The Term Of December 1, 2018, Through December 31, 2021 - Sponsor: Mendocino County Employees Retirement Association	GENERAL CONSENSUS OF THE BOARD that staff shall return the Retirement Administrator Proposed Agreement to the Mendocino County Employees (Retirement) Retirement Association Board to be restructured. Revised Agreement should include a maximum of 3 months (preferably 2 months) of severance pay (should match existing DH severance - to be verified by County Human Resources); existing \$6,000 housing allowance should be rolled into longevity bonus. Revised Agreement should be effective January 1, 2019, (thereby removing 3% increase on January 1, 2019). Retirement Board to provide salary comparable when this item returns to the Board.	Retirement	COMPLETE	Invoice has been paid in FY 18/19.
	11/13/2018	5A)	Discussion And Possible Action Regarding Presentation Of The First Quarter Budget Report On The Status Of County Departmental Budgets And Executive Office Recommendations For Fiscal Year (FY) 2018-19; And Adoption Of Resolution Amending The FY 2018-19 Adopted Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD for staff to prepare an item for the December 18, 2018, meeting regarding the roof repair Capital Improvement Project	Executive Office	COMPLETE	Director of Transportation continues to research possible grant for Little River Airport.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	11/13/2018	5J)	Discussion And Possible Action Regarding Informal Presentation Of Proposed Goals For Planning & Building Services - Sponsor: Planning & Building Services	GENERAL CONSENSUS OF THE BOARD that Planning & Building Services staff shall add the following to their list of priorities: Fire recovery permits; job creation; Cannabis Cultivation facilities; and updating housing element (with an emphasis on eliminating barriers to affordable housing).	Planning & Building Services	COMPLETE	Public meeting was held on the Coast on .....
	11/6/2018			GENERAL CONSENSUS OF THE BOARD to accept IT master plan and also direct that executive office explore opportunities for a timely peer review of the plan (simultaneous Offices process).	Executive Office	COMPLETE	Memo considered and update 9-17-19 - appeal structure updated and brought to the Board. Fees and Resolution being brought to the Board on 10/22/19.
	10/16/2018	5F)	Presentation By Human Resources And Possible Board Action Regarding Expediting The County's Compensation Study, And Approval Of Amendment To Board Of Supervisors Agreement Number 17 128 With Koff And Associates To Extend The Agreement Termination Date From October 31, 2018 To June 30, 2019 - Sponsor: Human Resources	GENERAL CONSENSUS OF THE BOARD that Human Resources staff shall to schedule a presentation to the Board regarding salary study results prior to onset of labor negotiations; and amend Koff and Associates Agreement to include "total compensation."	Human Resources	COMPLETE	
	10/16/2018	5H)	Discussion And Possible Action Regarding The Kemper Consulting Group's Report Entitled "Mendocino County Behavioral Health System Program Gap Analysis & Recommendations For Allocation Of Measure B Revenues" - Sponsor: Executive	GENERAL CONSENSUS OF THE BOARD that the Behavioral Health Advisory Board shall provide their recommendations regarding the Kemper Report to the Board of Supervisors.	Health & Human Services	COMPLETE	2/10/19 In progress. OpenGov software has been reviewed for functionality, transparency, metric/dashboard reporting, and stories. Ten years of budget to actuals have been loaded into the system. All 18/19 monthly budget to actuals have been uploaded to the December 2018. Mid year. Metric and dashboards are being created and held internally while under review for QC. The cannabis team is working with OpenGov to create our first story. Should be done by March 1, 2019.
	10/16/2018	5E)	Discussion And Possible Action Regarding Updates Associated With 2017 Fire Recovery Efforts In Mendocino County- Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD for staff to include Western Hills Project in future Fire Recovery Updates when there is new information to report.	Executive Office	COMPLETE	
	10/16/2018	5I)	Discussion And Possible Action Regarding Emergency Medical Services (EMS) In Mendocino County, Including But Not Limited To Potential Local Emergency Medical Services Agency (LEMSA) Models - Sponsors: Executive Office And Health & Human Services Agency	IT IS ORDERED that the Board of Supervisors receives update regarding Emergency Medical Services in Mendocino County, including potential Local Emergency Medical Services Agency models, and approves the creation (to remain unfilled until further Board of Supervisors direction) of the Mendocino County EMS positions to support EMS services, including an EMS Administrator, EMS Specialist and EMS Medical Director (part time).	Human Resources	COMPLETE	
	10/16/2018	5J)	Discussion And Possible Action Including Adoption Of Resolution Approving Creation Of An Emergency Medical Care Committee (EMCC) To Serve And Act In An Advisory Capacity To The Local Emergency Medical Services Agency And The Board Of Supervisors; Approval Of Proposed By Laws For The Emergency Medical Care Committee; Prescription Of Membership Composition For The Emergency Medical Care Committee; And Direction To Staff To Work With The Clerk Of The Board To Establish Membership Application Processes And Other Procedures As Needed - Sponsor: Health & Human Services Agency	Directs staff to work with the Clerk of the Board to establish Emergency Medical Care Committee (EMCC) Committee membership application processes and other procedures as needed.	Executive Office	COMPLETE	2/19: Per Barbara Moed process is in place.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	10/16/2018	5C)	Discussion And Possible Action To Disband The Ad Hoc Committee Appointed To Discuss Issues Related To Second Access Roads Within The County; And Provide Direction To Staff To Partner With Mendocino Council Of Governments (MCOG) For Submission Of Caltrans Adaptation Planning Grant Application - Sponsor: Supervisors Croskey And Gjerde)	IT IS ORDERED that the Board of Supervisors continues the ad hoc committee appointed to discuss issues related to second access roads within the County; and directs staff to partner with Mendocino Council of Governments (MCOG) for submission of application for CalTrans Adaptation Planning Grant.	Transportation	COMPLETE	All items complete.
	10/16/2018	6B)	Discussion And Possible Action To Authorize Allocation Of A Not To Exceed Amount Of Twenty Thousand Dollars (\$20,000) As Mendocino County's Proportionate Share Of Legal Fees For Inland Water And Power Commission Regarding Investigation And Negotiation For Potential Acquisition Of The Potter Valley Project - Sponsor: Supervisors Brown And McCowen	Directs that the Chief Executive Officer and Auditor-Controller pay for the legal fees for services related to IWPC regarding investigation and negotiation for potential acquisition of the Potter Valley Project to the Miscellaneous Budget Unit and return the \$20,000 to the Miscellaneous Budget Unit from the Fiscal Year 2017-18 Fund Balance during the First Quarter Budget Report	Executive Office	COMPLETE	COMPLETE
	9/11/2018	5D)	Discussion And Possible Action Regarding Informational Update On The Implementation Of The Mendocino County Cannabis Cultivation Program And Cannabis Compliance Efforts - Sponsor: Agriculture	GENERAL CONSENSUS OF THE BOARD that staff shall work with Supervisor Croskey to bring information regarding overlay Ordinance to the LMAC meeting; Supervisor Gjerde to work with staff to hold another public meeting on the coast. The overlay consultants should not attend either meeting.	Board of Supervisors	COMPLETE	
	8/21/2018	3)	Public Expression	GENERAL CONSENSUS OF THE BOARD that staff shall schedule a future Board of Supervisors Agenda item regarding funding for second access/defensible space to obtain greater protection for communities in emergency situations	Transportation	COMPLETE	COMPLETE
	8/21/2018	5E)	Chief Executive Officer's Report - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that County budget information with metrics and departmental reporting information shall be placed on County's public website and updated monthly to include staffing, efficiencies, grant funding opportunities, and other relevant metrics, with a starting target date of October, 2018.	Executive Office	COMPLETE	02/18/19: Museum director has been contacted; will coordinate transfer of display. 4/2/19: Museum Curator took measurements in Chambers and will coordinate with Supervisor Gjerde on possible options in terms of which pieces will fit on which walls. 7/17/19: Paintings being installed on 7/19/19
	8/21/2018	5E)	Chief Executive Officer's Report - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that the Board Chair is authorized to send a letter to the City of Willits responding to their Howard Hospital Resolution and expressing why we are not directly answering questions raised in their Resolution, as 1). There is no project at this time; and 2) We are not yet certain which issues will need to be addressed.	Board of Supervisors	COMPLETE	No further discussion

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	8/21/2018	4L)	Adoption of Resolution Authorizing Mendocino County's Participation in the One Time Homeless Mentally Ill Outreach and Treatment Funding Opportunity that will Allocate \$200,000 to Mendocino County to Treat Persons with Severe Mental Illness who are also Homeless in Fiscal Year 2018-19 - Sponsor: Health & Human Services Agency	IT IS ORDERED that the Board of Supervisors adopts Resolution authorizing Mendocino County's participation in the one time Homeless Mentally Ill Outreach and Treatment Funding opportunity that will allocate \$200,000 to Mendocino County to treat persons with severe mental illness who are also homeless or at risk of becoming homeless in fiscal year 2018-19 and 2019-20; authorizes the Health & Human Services Agency Director or designee to accept the funds, further directing the department to return to the Board of Supervisors for a presentation and approval of a plan for the use of the resulting allocated funds prior to disbursement; and authorizes Chair to sign same.	Health & Human Services	COMPLETE	9-23-19:
D44	8/7/2018	3)	Pubic Expression	GENERAL CONSENSUS OF THE BOARD that the Board of Supervisors, as the Board of Directors of the Air Quality Management District, should take a proactive stance in distributing information to the public in respect to controlled burns, air quality, etc. during emergencies such as wildfires.	Air Quality Management District	COMPLETE	
	8/7/2018	5G)	Discussion And Possible Action Regarding An Update And Report From The County's Cannabis Working Groups - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD for Executive Office staff to bring back the Track and Trace working group after a two-month break and close out Building Use and Overlay working groups. Planning & Building Services staff shall prepare an item for a future Board of Supervisors meeting regarding the issue of F1 vs. U occupancy. Executive Office staff shall prepare a letter regarding State Regulations for approval at the August 21, 2018, Board of Supervisors meeting. Planning & Building Services staff shall remove "Cannabis" from prior planning records. All staff working on Cannabis regulations shall seek to improve communications for better information sharing. Executive Office staff shall establish a non-cultivation working group. Executive Office staff shall notify the Board of Supervisors of dates and times of upcoming working group meetings (which they may join meeting on an informal basis, if desired). No working group members shall be assigned to the Cannabis Ad Hoc Committee at this time. Planning & Building Services staff shall send and obtain results of anonymous secret ballot (sent to property owners regarding their desire to be in overlay/opt-out areas) prior to the overlay Ordinance being presented at the Planning Commission meeting; and Supervisors will have opportunity to review results of said ballot and provide input for consideration prior to the	Executive Office/Planning & Building Services	COMPLETE	

**Board Directives**

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	8/7/2018	3)	Public Expression	GENERAL CONSENSUS OF THE BOARD that the Board of Supervisors, as the Board of Directors of the Air Quality Management District, should take a proactive stance in distributing information to the public in respect to controlled burns, air quality, etc. during emergencies such as wildfires	Board of Supervisors	COMPLETE	Reported out on 8/7/18. Board closed out building use and overlay (following ordinance adoption). Brought on non-cultivation.
	8/7/2018	5E)	Discussion And Possible Action Regarding Updates Associated With Fire Recovery Efforts In Mendocino County - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that staff shall present an item to the Board of Supervisors regarding how disaster funding and private donations are being distributed to fire survivors.	Executive Office/Disaster Recovery	COMPLETE	Funding source was determined during 6/6/18 budget discussion
	7/31/2018	5A)	Discussion And Possible Action Including (1) Making Of A Determination That An Emergency Situation Exists Within Mendocino County And (2) Adoption Of A Resolution Declaring A Local Emergency Related To The Mendocino Complex Fire - Sponsor: Executive Office / Office Of Emergency Services	GENERAL CONSENSUS OF THE BOARD that letters of commendation shall be sent by the Board of Supervisors to all County employees who responded to calls to assist in the Emergency Operations Center during the Mendocino Complex Fire. Additionally, letters will be sent by the Chief Executive Officer to all employees who did not respond to the request for assistance.	Executive Office	COMPLETE	Included in 6/6/18 budget discussion
D43	7/24/2018	6A)	Supervisors' Reports Regarding Board Special Assignments, Standing And Ad Hoc Committee Meetings, And Other Items Of General Interest	GENERAL CONSENSUS OF THE BOARD to have the 1915 World's Fair paintings that are currently being displayed at the museum placed in Chambers, once the museum has concluded that exhibit.	Cultural Services Agency	COMPLETE	
	7/10/2018	5I)	Discussion And Possible Action Regarding Report Clarifying The Timing And Possible Adoption Of A Hiring Freeze - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that the County shall defer any further discussion regarding a hiring freeze until the first quarter budget report	Executive Office/Human Resources	COMPLETE	9-23-19: Completed per County Counsel.
D41	6/19/2018	5D)	Discussion And Possible Action Including Acceptance Of Informational Presentation From Mendocino County Resource Conservation District Regarding Their Fiscal Year 2017-18 Annual Summary - Sponsor: Planning & Building Services	GENERAL CONSENSUS OF THE BOARD for staff to schedule a future agenda item with respect to Mendocino County Resource Conservation Districts environmental mitigation and forest management plan obligation	Planning & Building Services	COMPLETE	Ad Hoc Committee Index updated 5/23
	6/19/2018	5F)	Chief Executive Officer's Report - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that staff shall work with Museum Advisory Board to prepare them for upcoming year in respect to roles, responsibilities, and expectations.	Cultural Services Agency	COMPLETE	
	6/19/2018	6A)	Supervisors' Reports	GENERAL CONSENSUS OF THE BOARD that the remaining Round Valley Advanced Life Support funds be used toward purchasing an ambulance.	Health & Human Services	COMPLETE	Senior Deputy Clerk of the Board prepared an item to amend master meeting calendar for 5/22 meeting; Board approved amendment to calendar on 5/22.
	6/12/2018	5A)	Discussion And Possible Action Regarding Informational Update On The Implementation Of The Mendocino County Cannabis Cultivation Program And Cannabis Compliance And Code Enforcement Unit - Sponsor: Cannabis Program	GENERAL CONSENSUS OF THE BOARD that there should be greater staff participation in Working Groups. Executive Office will return with a plan for working groups – starting with status of current groups of Track and Trace; State Requirements; Building Use Requirements; and Overlay.	Executive Office	COMPLETE	Cannabis Program Manager to include this in his June 12, 2018, presentation to the Board

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	6/5/2018	5A)	Noticed Public Hearing – Discussion And Possible Action To Approve The Mendocino County Proposed Budget For Fiscal Year (Fee) 2018-19, Including All Recommended Actions And Adjustments – Sponsors: Executive Office And Auditor-Controller	GENERAL CONSENSUS OF THE BOARD that Stepping Up initiative funding be discussed on June 6th; including whether funds should be allocated from General Fund or from within the Health & Human Services budget.	Executive Office	COMPLETE	Included in Cannabis Ordinance being presented to the Board of Supervisors on 5/22/18
	6/5/2018	5A)	Noticed Public Hearing – Discussion And Possible Action To Approve The Mendocino County Proposed Budget For Fiscal Year (Fee) 2018-19, Including All Recommended Actions And Adjustments – Sponsors: Executive Office And Auditor-Controller	GENERAL CONSENSUS OF THE BOARD that the Sheriff and the Chief Executive Officer to meet today (June 5, 2018) to discuss Sheriff's Office target of \$300,000 for overtime budgetary needs; and report back to the Board of Supervisors on June 6, 2018.	Executive Office	COMPLETE	Included in Cannabis Ordinance being presented to the Board of Supervisors on 5/22/18
	6/5/2018			GENERAL CONSENSUS OF THE BOARD that it is in favor of moving forward with Microbusiness amendments.	County Counsel	COMPLETE	
D38	5/22/2018	5C)	Discussion And Possible Action Including Appointment Of A Board Of Supervisors Ad Hoc Committee Regarding Responses To The 2017 2018 Grand Jury Reports - Sponsor: County Counsel	GENERAL CONSENSUS OF THE BOARD to have a mid year update on Grand Jury Reports.	County Counsel	COMPLETE	Forecasted for July 10, 2018
	5/22/2018	5C)	Discussion And Possible Action Including Appointment Of A Board Of Supervisors Ad Hoc Committee Regarding Responses To The 2017 2018 Grand Jury Reports - Sponsor: County Counsel	BY ORDER OF THE CHAIR Supervisors Brown and Croskey are appointed to an Ad Hoc Committee regarding responses to the 2017-18 Grand Jury reports.	Executive Office	COMPLETE	Funding discussed during budget hearing
D39	5/22/2018	6A)	Supervisors' Reports Regarding Board Special Assignments, Standing And Ad Hoc Committee Meetings, And Other Items Of General Interest - Sponsor: Board Of Supervisors	GENERAL CONSENSUS OF THE BOARD that Planning & Building Services shall present an Agenda item regarding "Special Circumstance" fee waivers at a future Board of Supervisors meeting	Planning & Building Services	COMPLETE	
	5/8/2018	5E)	Discussion And Possible Action Regarding Informational Update On The Implementation Of The Mendocino County Cannabis Cultivation Program And Cannabis Compliance And Code Enforcement Unit - Sponsor: Cannabis Program Unit	GENERAL CONSENSUS OF THE BOARD to schedule a special meeting on June 12, 2018.	Clerk of the Board	COMPLETE	Staff gave presentation during budget hearings; Board directed Executive Office to continue with development of Cultural Services Agency
	5/8/2018	5E)	Discussion And Possible Action Regarding Informational Update On The Implementation Of The Mendocino County Cannabis Cultivation Program And Cannabis Compliance And Code Enforcement Unit - Sponsor: Cannabis Program Unit	GENERAL CONSENSUS OF THE BOARD to have Cannabis Program Manager return to the Board on May 22, 2018, with list of eight Cannabis working groups; and matrix for when the outstanding issues can be presented to the Board for consideration.	Agriculture	COMPLETE	6-5-18: Funds were reflected accordingly.
	5/8/2018	5F)	Discussion And Possible Action Related To Proposed Changes To Ordinance Amending Mendocino County Code Chapter 6.36 Cannabis Facilities Businesses And Chapter 20.243–Facilities - Sponsors: County Counsel And Planning & Building Services	GENERAL CONSENSUS OF THE BOARD to reduce setbacks to 600 feet for all permit types except cultivation and manufacturing of volatile material (which would remain at 1,000 feet).	County Counsel	COMPLETE	Done
	5/8/2018	5F)	Discussion And Possible Action Related To Proposed Changes To Ordinance Amending Mendocino County Code Chapter 6.36 Cannabis Facilities Businesses And Chapter 20.243–Facilities - Sponsors: County Counsel And Planning & Building Services	GENERAL CONSENSUS OF THE BOARD to extend Temporary Cannabis Facility Business Licenses (CFBL) to December 31, 2018.	County Counsel	COMPLETE	COMPLETE

**Board Directives**

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	5/8/2018	5F)	Discussion And Possible Action Related To Proposed Changes To Ordinance Amending Mendocino County Code Chapter 6.36 Cannabis Facilities Businesses And Chapter 20.243-Facilities - Sponsors: County Counsel And Planning & Building Services	GENERAL CONSENSUS OF THE BOARD that staff shall generate a letter for Casey O'Neill (consistent with Board Direction) supporting any changes to Microbusiness types at the State level.	Executive Office	COMPLETE	COMPLETE
	5/8/2018	5C)	Discussion And Possible Action Regarding Presentation On The Current Provision Of Mental Health Services In Mendocino County - Sponsor: Health & Human Services Agency	GENERAL CONSENSUS OF THE BOARD that staff shall schedule a presentation of the Behavioral Health Advisory Board, including a review of their Bylaws, for the July 10, 2018, Board of Supervisors meeting.	Health & Human Services	COMPLETE	DONE
	5/8/2018	5C)	Discussion And Possible Action Regarding Presentation On The Current Provision Of Mental Health Services In Mendocino County - Sponsor: Health & Human Services Agency	GENERAL CONSENSUS OF THE BOARD that fiscal year 2018-19 funding for the Stepping Up Initiative be discussed during the June 6, 2018, Budget Hearing.	Health & Human Services	COMPLETE	EMS presented to the Board of Supervisors ; direction given to staff.
	5/8/2018	5K)	Discussion And Possible Action Including Review, Adoption, Amendment, Consideration Or Ratification Of Legislation Pursuant To The Adopted Legislative Platform - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD to approve legislative letter regarding 340B Drug Discount Program as described by Ms. Dukett; and authorizes Chair to sign same.	Executive Office	COMPLETE	In process to the IT Master Plan.
	4/24/2018	5H)	Discussion and Possible Direction Regarding the Preparation of Mendocino County's Fiscal Year (FY) 2018-19 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that staff shall provide additional information regarding the development of a Cultural Services Agency	Executive Office	COMPLETE	Ongoing
	4/24/2018	5H)	Discussion and Possible Direction Regarding the Preparation of Mendocino County's Fiscal Year (FY) 2018-19 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that Proposition 172 funds be reflected in the Budget Unit 1000 series table.	Executive Office	COMPLETE	10-26-18 Update: Ordinance is in process of preparation.
	4/24/2018	5H)	Discussion And Possible Direction Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2018-19 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that staff shall evaluate the County's vehicle fleet condition prior to purchasing additional vehicles in Fiscal Year 2018-2019.	Executive Office	COMPLETE	10-26-18 Update: Cannabis group is working on this.
	4/24/2018	5H)	Discussion And Possible Direction Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2018-19 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that Assistant County Counsel shall investigate option of reducing sensitive receptor setback from 1,000 square feet to 600 square feet (possible limitation of reduced setbacks pursuant to State law or regulation).	Planning & Building Services/County Counsel	COMPLETE	Using interns and volunteers when appropriate
	4/24/2018	5H)	Discussion And Possible Direction Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2018-19 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD staff shall review options for amending section 10A.17.090, paragraphs (j) and (w); to enable the County to issue a County permit if the applicant had only enrolled, or applied for, the requirements of those paragraphs.	Agriculture	COMPLETE	Board direction given on November 16, 2018 Board of Supervisors meeting. Will be part of the 2019 10A. 17 amendments.
	4/24/2018	5H)	Discussion And Possible Direction Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2018-19 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that one-time revenue shall be used for one-time expenses.	Executive Office	COMPLETE	9-23-19: General Government Committee: Supervisor Gjerde met with County staff and AirCon. AirCon to give an update with more information within the next few months (by January 1, 2020).
	4/24/2018	5H)	Discussion And Possible Direction Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2018-19 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that staff shall develop options for an updated Emergency Medical Services (EMS) model.	Health & Human Services	COMPLETE	
	4/24/2018	5H)	Discussion And Possible Direction Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2018-19 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that staff shall review County online payment fee structure.	Treasurer-Tax Collector	COMPLETE	Survey developed and will be sent out in the property tax bill.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	4/24/2018	5H)	Discussion And Possible Direction Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2018-19 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that any expenditure of Measure B Funds must be made pursuant to the approval of the Board of Supervisors, as outlined in the Measure B Ordinance.	Board of Supervisors	COMPLETE	9-23-19: General Government Committee: will do going forward.
	4/24/2018	5H)	Discussion And Possible Direction Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2018-19 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that staff shall review 50 square foot property line setback and measuring this from any easement crossing private property, justification for measuring this setback from an easement; and options for adjusting accordingly.	Planning & Building Services/County Counsel	COMPLETE	Survey developed and will be sent out in the property tax bill.
	4/24/2018	5H)	Discussion And Possible Direction Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2018-19 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD staff shall review distribution and processing facilities Ordinance.	Planning & Building Services/County Counsel	COMPLETE	04-16-18: Senior Deputy Clerk of the Board contacted Health and Human Services Director and asked to provide an update regarding this during her recovery update on 4/24.
	4/24/2018	5H)	Discussion And Possible Direction Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2018-19 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that staff shall explore the use of interns and volunteers.	Human Resources	COMPLETE	
D34	4/24/2018	5H)	Discussion And Possible Direction Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2018-19 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that staff shall investigate section 10A.17.040 and issue of plants not being visible from a public right of way, including whether this included being seen from a road with broad vantage points on a ridgeline. Options for changes were requested, which may include whether this requirement is only appropriate for suburban locations.	Planning & Building Services/County Counsel	COMPLETE	6-5-18: Discussed during budget hearing; board directed Executive Office to continue with development of Cultural Services Agency
	4/10/2018	5B)	Discussion And Possible Action Regarding Updates Associated With Fire Recovery Efforts In Mendocino County - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD for staff to prepare letter for Chair signature to express concerns regarding complaints that haven't been resolved regarding debris removal to complement Chief Executive Officer Angelo's letter.	Executive Office	COMPLETE	
	4/10/2018	5J)	Discussion And Possible Action Including Approval Of Letter Rejecting All Bids For The Teen Room And Conference Room Remodel Projects At The Ukiah Library (Bid Number 03 18), And Direction To Staff To Evaluate Cost Saving Alternatives With The Library Staff And Rebid The Project - Sponsor: Executive Office	Direction to staff to evaluate cost saving alternatives with the Library staff and rebid the project (teen room and conference center remodel projects at Ukiah Library, bid number 03-18)	Executive Office/Cultural Services Agency	COMPLETE	If, the County were to front an early lump sum contribution amount... not sure if retirement can apply that correctly on there end.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	3/27/2018	5B)	Discussion And Possible Action Regarding Options Associated With The Formation Of A Cultural Services Agency – Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD for staff to move forward with concept of a Cultural Services Agency and return to the Board with further projections and analysis of this proposal.	Executive Office	COMPLETE	1-22-19 Auditor-Controller: We currently calculate retirement contributions during each biweekly payroll and for each individual employee (because each employee's contribution is unique). After the payroll runs we send the contributions to retirement for each 2 week period. As far as I know, retirement needs to keep track of these contributions by employee also. If, the county were to front an early lump sum contribution amount... not sure if retirement can apply that correctly on there end. 3-8-19 Auditor-Controller: The 6/30/2018 Actuarial Report estimates the 19/20 Recommended Employer Contributions be set at \$23.291 million. If the county were to try and prepay this amount at the beginning of the year it could cost the General Fund between \$200,000 and \$400,000 in annual interest earnings depending on how the current interest rates will perform. After discussions with the Treasurer-Tax Collector, removing this amount or any significant portion of this amount from the Treasurer's Pool would also negatively impact the General Fund cash flow to such a point the county would be faced with returning to a 1 year TRAns borrowing program. Based on these cost factors I would recommend that the Chief Executive Officer Office have an actuarial evaluation done first to determine the amount of UAAL savings this would generate for the Retirement System. 9-23-19: status changed to Complete during General Government Committee Meeting. Chief Executive Officer to ask Auditor-Controller to respond to the Board of Supervisors in writing. Board of Supervisors to determine further action from there.
	3/27/2018	5I)	Discussion And Possible Action Including Approval Of Transmitting Letter Rejecting All Bids Received For The Administration Center Roof And HVAC Replacement Project South Wing (Bid Number 81 18) And Direction To Staff To Rebid The Project In Two Or More Phases - Sponsor: Executive Office	IT IS ORDERED that the Board of Supervisors approves transmission of letter rejecting all bids for the Administration Center roof and HVAC replacement project South wing (bid number 81 18); authorizes Chair to sign same; and further directs that this item shall come back for further direction as part of the Capital Improvement Program.	Executive Office	COMPLETE	4-16-18: Executive Coordinator will follow up with the Health and Human Services Director.
	3/13/2018	5A)	Discussion And Possible Action Regarding The Presentation Of FY 2017-18 Second Quarter Mid Year Budget Report And Adoption Of Resolution Amending The FY 2017-18 Adopted Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD for staff to research alternate models for Juvenile Hall including consolidation Assessor-Clerk-Recorders multiple counties; including a report to the board regarding population census of the past decade; including Juvenile Justice Rehabilitation Committee as well as other committees that have may oversight.	Executive Office	COMPLETE	Solid Waste Hearing body no longer active.
D3	1/23/2018	5A)	Discussion And Possible Action Regarding Presentation Of Mendocino County Employees' Retirement Association Actuarial Valuation For The Fiscal Year Ending June 30, 2017, And Adoption Of Retirement Contribution Rates For Fiscal Year 2018-19 - Sponsor: Mendocino County Employees Retirement Association	GENERAL CONSENSUS OF THE BOARD that Executive Office staff shall present an item to the Board of Supervisors with options for making the County's retirement contributions earlier than required.	Auditor-Controller	COMPLETE	
	1/9/2018	5B)	Discussion And Possible Action Regarding Updates Associated With Fire Recovery Efforts In Mendocino County - Sponsor: Executive Office	BY ORDER OF THE CHAIR the Executive Office shall prepare a letter to the California State Contractor Licensing Board for Chair's signature regarding lack of attention to issues regarding unlicensed contractors working in Mendocino County.	Executive Office	COMPLETE	Item placed on 4/24 Agenda; complete
	1/2/2018	5E)	Discussion And Possible Approval Of Board Special Assignments/Appointments As Recommended By The Chair Of The Board - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that staff research whether Solid Waste Hearing Body should remain an active assignment.	Executive Office	COMPLETE	Ongoing

**Board Directives**

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	12/19/2017	5C)	Discussion And Possible Action Regarding Board Of Supervisors Standing Committees Including 2017 Final Reports Out Of Committee, Approval To Clear Referrals From Committee, Possible Formation Of Ad Hoc Committees, And/or Possible Referral To The 2018 Standing Committees - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD to appoint Supervisor McCowen and Supervisor Hamburg to an Ad Hoc committee to work on issues related to emergency medical services and possible recommendations to the Board of Supervisors.	Board of Supervisors	COMPLETE	
	12/5/2017	5D)	Discussion And Possible Action Regarding Informational Update On The Implementation Of The Mendocino County Cannabis Cultivation Program And Cannabis Compliance And Code Enforcement Unit - Sponsor: Agriculture	GENERAL CONSENSUS OF THE BOARD that Planning & Building Services, Environmental Health and County Counsel shall prepare an item for the Board for the December 19, 2017, meeting regarding Cannabis Regulations in respect to porta potties, extension of Amnesty Period and whether Rangeland is subject to Zoning Clearance of Administrative Permit.	Board of Supervisors	COMPLETE	
	12/5/2017	5E)	Discussion And Possible Action Regarding Consideration Of An Application And Appointment Process For The Mental Health Treatment Act Citizen's Oversight Committee ("Measure B Oversight Committee") - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that the Measure B Oversight Committee shall provide regular reports to the Board of Supervisors.	Executive Office	COMPLETE	
	11/14/2017	6A)	Discussion And Possible Action Regarding Issues Related To Brooktrails Second Access Road, Including Referral To Standing Committee; And Direction To Department Of Transportation Regarding Signage In Brooktrails Area And Review Of Necessary Repairs To Sherwood Road - Sponsor: Supervisor Croskey	BY ORDER OF THE CHAIR the Board appoints Supervisor Croskey and Supervisor Gjerde to an Ad Hoc Committee to review emergency ingress/egress as needed Throughout the County (with particular attention to Brooktrails and Simpson Lane.)	Board of Supervisors	COMPLETE	4-16-18: Senior Deputy Clerk of the Board Contacted Treasurer-Tax Collector requesting status update of outreach; 07-13-18: per Treasurer-Tax Collector, Supervisor McCowen has not provided a letter to distribute.
	10/24/2017	5C)	Discussion And Possible Action Regarding Updates Associated With Fire Recovery Efforts In Mendocino County - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that Staff shall reach out to Lake County regarding issues with tree marking to determine how they handled/resolved that issue.	Transportation	COMPLETE	
	10/24/2017	5C)	Discussion And Possible Action Regarding Updates Associated With Fire Recovery Efforts In Mendocino County - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that Staff shall provide a legal opinion regarding potential County fiscal obligations / ramifications regarding forms sent out in response to cleanup process.	Executive Office	COMPLETE	10 community meetings were held by the Disaster Recovery team in the months following the Redwood Complex Fire in October 2017. All meetings had support and attendance from FEMA, CAL Office of Emergency Services, USACE, and other State and Federal partners as well as elected officials.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	10/24/2017	5C)	Discussion And Possible Action Regarding Updates Associated With Fire Recovery Efforts In Mendocino County - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD to clarify previous Board of Supervisors directive regarding letters to owners of short term owners. Outreach should not be limited to just those with available single family homes, but also those who may have extra room/bathroom available (licensed and who is already renting out). Additionally, staff shall reach out to North Coast Opportunities to help make connections with property owners (currently non-licensed operators) who may be willing to house fire victims. Staff will return with additional information. Chair McCowen will draft a letter to be reviewed by the Chief Executive Officer and the Treasurer Tax Collector. Additionally, staff should also include conversations with various Water Districts regarding water usage/ potential penalties for those who may be housing fire victims.	Board of Supervisors/Treasurer-Tax Collector	COMPLETE	
	10/24/2017	5C)	Discussion And Possible Action Regarding Updates Associated With Fire Recovery Efforts In Mendocino County - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that in respect to previous direction to outreach to cities, etc. - Staff should also include conversation with various Water Districts regarding water use/ potential penalties for those housing fire victims.	Executive Office	COMPLETE	
	10/24/2017	5C)	Discussion And Possible Action Regarding Updates Associated With Fire Recovery Efforts In Mendocino County - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that the Recovery Task Force shall hold monthly community meetings for the public to address their issues/concerns which should, if possible, include CAL Office of Emergency Services and FEMA.	Executive Office	COMPLETE	
	10/17/2017	5C)	Discussion And Possible Action Regarding Updates Associated With Fire Recovery Efforts In Mendocino County - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that the Board is supportive of the Chief Executive Officer directing County resources where needed in respect to the recovery effort.	Executive Office	COMPLETE	
	7/10/2017			See General Government Referral - 1. General consensus of the General Government Committee that the Chief Executive Officer shall consult with legal counsel regarding issues related to County compliance with retirement laws when approving salary increases for County employees and provide information to the General Government Committee at their September 25, 2017, meeting.	Executive Office	COMPLETE	No Executive EOA RFP. Executive EOA RFP completed.
	6/7/2017	5A)	Noticed Public Hearing - Discussion And Possible Action To Approve The Mendocino County Proposed Budget For Fiscal Year (FY) 2017-18, Including All Recommended Actions And Adjustments - Sponsor: Executive Office (Continued From June 6, 2017)	BY ORDER OF THE CHAIR County Counsel shall send a letter to all County Fire Districts advising that if they wish to adopt their own Ordinances, they must follow proper procedure adopted by the Board of Supervisors. County Counsel shall inform the respective Districts that their current Ordinances would not be valid until submitted to the County for approval.	County Counsel	COMPLETE	

Board Directives

INTERNAL DRAFT DOCUMENT

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	6/6/2017	5B)	Noticed Public Hearing - Discussion And Possible Action To Approve The Mendocino County Proposed Budget For Fiscal Year (Fee) 2017 18, Including All Recommended Actions And Adjustments - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD that the Health & Human Services Agency shall issue two Request for Proposals (RFP). One RFP for Dispatch Services and the second for Exclusive Operating Area for Ambulance Services.	Health & Human Services Agency	COMPLETE	10-26-18 Update: Awaiting liability release language from County Counsel; 4-2-19 Brent: two accessory dwelling units are being planned by an architect. First draft documents will be reviewed by the Planning & Building Director on April 2, 2019. Plans should be completed and ready to provide free of charge to the public within two months.
D37	5/16/2017	6B)	Discussion And Possible Action Regarding A Report Out From The General Government Committee In Respect To Referrals On Inclusionary Housing And Accessory Dwelling Units, And Possible Direction Regarding Inclusionary Housing, Accessory Dwelling Units And Short Term Rentals - Sponsor: Supervisors Gjerde And Brown - General Government Committee	GENERAL CONSENSUS OF THE BOARD to accept Planning & Building Services staff recommendation to create four sets of plans for Accessory Dwelling Units to be made available to the public, free of charge.	Planning & Building Services/County Counsel	COMPLETE	
	5/15/2017	5A)	Discussion And Possible Action Regarding Presentation Of The Third Quarter Budget Report On The Status Of County Departmental Budgets And Executive Office Recommendations For Fiscal Year (FY) 2016-2017; And Discussion And Direction Regarding The Preparation Of Mendocino County's FY 2017-18 Budget - Sponsor: Executive Office	BY ORDER OF THE CHAIR staff is directed to Research Economic Enhancement and Utilization of the Little River Airport and shall include the Advisory Board and Supervisors Gjerde and Hamburg in those discussions.	Transportation	COMPLETE	02-27-19: Ad hoc committee index updated. - Senior Deputy Clerk of the Board 9-2319: Supervisor Gjerde noted that work will be concluded soon. Two agenda items coming to the Board of Supervisors within the next month. 10-15-19: 2 Items coming forward to the Board of Supervisors on November 12th.
	3/21/2017	5F)	Noticed Public Hearing Discussion And Possible Action To (1) Adopt Resolution Adopting Amendments To The Mendocino County Policies And Procedures For Agricultural Preserves And Williamson Act Contracts Related To The Cultivation Of Cannabis; (2) Adopt Resolution Adopting A Mitigated Negative Declaration And Mitigation Monitoring And Reporting Program For The Medical Cannabis Cultivation Regulation; And (3) Introduce And Waive First Reading Of An Ordinance Adopting Chapter 10A.17 - Medical Cannabis Cultivation Ordinance And Chapter 20.242 - Medical Cannabis Cultivation Site – Sponsors: Agriculture, Planning & Building Services And County Counsel	Planning & Building Staff Shall Create A Standing Agenda Item On The Status Of The Development Of Overlay Zone Ordinance To Be Heard Every Month, Or Sooner Should There Be New Information To Report.	Executive Office	COMPLETE	12-4-18 update: Contractor was selected, Michael Baker, In progress but will move slowly-4-6 months. May be several months to complete. Need to transfer \$142,000 from Executive Office to Planning & Building budget at Mid-Year adjustments; overlay development to be discussed at June 12, 2018 meeting.
	3/21/2017			GENERAL CONSENSUS OF THE BOARD to provide direction to staff to terminate contract with SICPA pursuant to the contract as soon as we can legally do so	Executive Office	COMPLETE	Terminated in January 2019.



# COUNTY OF MENDOCINO

## Executive Office

CARMEL J. ANGELO  
CHIEF EXECUTIVE OFFICER  
CLERK OF THE BOARD

501 Low Gap Road, Room 1010  
Ukiah, CA 95482-3734

Email: [ceo@mendocinocounty.org](mailto:ceo@mendocinocounty.org)  
Website: [www.mendocinocounty.org](http://www.mendocinocounty.org)

Office: (707) 463-4441  
Facsimile: (707) 463-5649

### MEMORANDUM

**DATE:** October 14, 2020

**TO:** Carmel Angelo, CEO

**FROM:** Nash Gonzalez, Disaster Recovery

**SUBJECT:** Status of County's Hazard Mitigation Plan Update and General Plan Safety Element Update

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In early 2018, the County of Mendocino applied to FEMA's Hazard Mitigation Grant Program (HMGP) for a Planning Grant to update both the County's Multi-Jurisdictional Hazard Mitigation Plan (MJHMP) as well as the County's General Plan Safety Element. Due to the Federal government's shut down in late 2018/early 2019, it would be almost a year before the County would receive a status update from FEMA on the County's grant application. On October 24, 2019, the Recovery Division of the County Executive's Office was notified by CalOES that the County was successful in securing Hazard Mitigation Grant funding for the purpose of updating both the MJHMP and the County's General Plan Safety Element.

Once awarded the funds for both projects, the County went through an extensive procurement process and solicited competitive bids from qualified consultants and the County selected Atlas Planning and their sub-consultants due to their extensive background in the preparation of both Hazard Mitigation Plans and General Plan Safety Element updates. In addition, Atlas Planning was also selected due to the proposed aggressive schedule for project completion as well as their virtual outreach approach, especially necessary during the pandemic.

The project will result in a FEMA-approved update to the Mendocino County Multi-Jurisdictional Local Hazard Mitigation Plan, which was last updated in December 2014. The current plan was due to expire on December 31, 2019, but the County received a one-year extension pending its update. Relative to the MJHMP, the plan will be updated in accordance with the Code of Federal Regulations (CFR), Title 44 Part 201.6 pertaining to Local Hazard Mitigation Plans, which also require approved plans to be updated every five (5) years. The General Plan Safety Element of this project will result in a Safety Element that is in compliance with SB 379 and AB 2140, including integration of the updated Local Hazard Mitigation Plan into the Safety Element. The Safety Element was last updated as part of the County's General Plan Update in August 2009, while the LHMP was last updated in 2014.

The goal of the Safety Element is to reduce the potential short and long-term risk of death, injuries, property damage, and economic and social dislocation resulting from fires, floods,

droughts, earthquakes, landslides, climate change, and other hazards. The Safety Element directly relates to topics also mandated in the (1) land use, (2) conservation, and (3) open space elements, as development plans must adequately account for public safety considerations and open space for public health and ecological benefits often incorporate areas of increased hazard risk. The Safety Element must identify hazards and hazard abatement provisions to guide local decisions related to zoning, subdivisions, and entitlement permits. The Safety Element should also contain general hazard reduction strategies complimentary with those in the Local Hazard Mitigation Plan (LHMP). As noted above, the primary goal of the County is to incorporate the updated LHMP into the Safety Element update as part of this scope.

Pursuant to the State's General Plan Guidelines (2017), the Safety Element must also address additional, interrelated considerations in the context of fire and geological hazards. These include evacuation routes, military installations, peak-load water supply water requirements, and minimum road widths and clearances around structures. The relationship between these considerations interplays throughout the required contents of the Safety Element and should be analyzed in the context of safety and disasters, including climate change, drought, fire, flood, or seismic activity, as appropriate. Specifically, the amended Safety Element will be integrated into the County's General Plan, and insert hazard mitigations into areas such as land use, transportation, climate change, sustainability, natural and cultural resource protection, water shed management, and economic development.

Additionally, per SB379, a climate change vulnerability assessment will identify the risks that climate change poses to unincorporated Mendocino County and its geographic areas, including, but not limited to, an assessment of how climate change may affect the risks identified in the County's updated Local Multi-Jurisdictional Hazard Mitigation Plan (MJHMP) to create an amended Safety Element for submission to CGS and Cal Fire in accordance with state laws, regulations, and statutes.

The project is a two phased approach, which requires the preparation of the Multi-Jurisdictional Hazard Mitigation Plan, with the second phase resulting in the completion of the Safety Element Update. The status of the project as of October 14, 2020, the Administrative Draft of MJHMP was shared with Planning Partners (County staff, Mendocino County of Office of Education, and the 4 cities in the County, Ukiah, Willits, Fort Bragg and Pt. Arena). The plan underwent a two week review which ended on September 28, 2020. And based on the comments received, the Atlas Planning Team finalize the plan, making it ready for public review, which will run until October 26, 2020, and following the public review, public comments will be incorporated into the plan and submittal to both CalOES and FEMA for their review and approval. The plan was posted on the County's web page for Public Review.

(Website for Plan: <http://mitigatehazards.com/mendocino-county/> )

The submittal of the MJHMP to CalOES and FEMA will initiate the review and revision process with these agencies. Due to the expiration date of the County's existing Plan at year's end, the Atlas Planning team and County staff will be working with CalOES and FEMA to ensure an expedited review is conducted and necessary revisions are incorporated into the plan as quickly as possible. Assuming plan approval occurs in October/November, staff will be scheduling the plan for adoption by the Board of Supervisors in December so as to ensure eligibility for future grant funding.

As noted above the second phase of the project is the completion of the County's General Plan Safety Element update, which involves the preparation of a Climate Adaptation Vulnerability Assessment that ensure consistency with AB 379, which require the County to identify the climate related hazards that may impact all or portions of the County. Upon completion of the

Vulnerability Assessment, it will be ready for inclusion into the County's updated General Plan Safety Element. The Updated Safety Element is to be revised to include updated goals and

policies to address climate change, wildfires and emergency evacuation, ensuring compliance with SB 379. Based on the project schedule, the County anticipates receiving a draft of the updated Safety Element at the end of November 2020, with a Final Updated Safety Element submitted to the County at the end of January 2021 for consideration by the Planning Commission and adoption by the Board of Supervisors in early 2021. During this time the Final Element will also be submitted to both Cal Fire and the California Geologic Survey (CGS) for review and approval.

Attached is a memorandum dated September 15, 2020 from the County's consultant, Atlas Planning providing a more detailed status update of the project.

Attachment:

# MENDOCINO COUNTY SAFETY ELEMENT UPDATE

DATE : September 15, 2020  
TO : Nash Gonzalez  
FROM : Aaron Pfannenstiel, Principal  
Atlas Planning Solutions



The Atlas Planning Solutions team is providing the following project status update for the Mendocino County General Plan Safety Element and Multi - Jurisdictional Hazard Mitigation Plan (MJHMP) update . This update details the following three project components currently underway:

## Multi - Jurisdictional Hazard Mitigation Plan

The purpose of the Mendocino MJHMP is to reduce property losses and avoid injury and casualties resulting from natural disasters. Hazard mitigation is the use of sustained, long - term actions to reduce loss of life, personal injury, and property damage that can result from a disaster.

As an MJHMP, six different Mendocino County jurisdictions are participating (the County, the cities of Fort Bragg, Point Arena, Ukiah, Willits, and the Mendocino County Office of Education) , which is one of FEMA's prerequisites for Plan approval.

### The plan includes the following hazards:

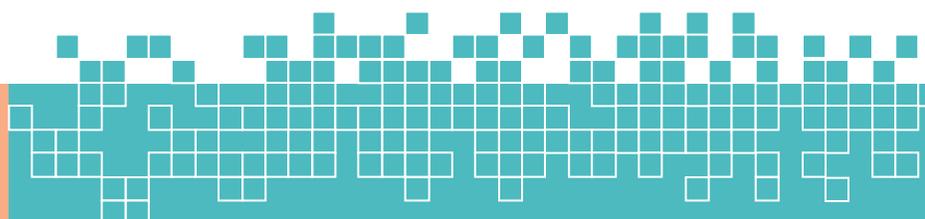
Dam Failure	Pandemic Disease	Soil Hazard
Drought	Flood	Wildfire
Climate Change	Severe Weather	
Earthquake	Slope Failure	

### Each hazard includes a discussion of :

- the location of the hazard,
- size of typical event,
- historical occurrences,
- probability of future occurrence,
- vulnerability assessment of assets and populations at risk, and
- the potential mitigation strategies and actions to reduce future vulnerability.

### Current Status

The Administrative Draft MJHMP was shared with the County and Planning Partners on Friday, September 11, 2020. This deliverable is the culmination of five months of plan development that included three planning meetings, one-on-one coordination with staff from each participating jurisdiction, and outreach with members of the public through an online survey.



The plan will undergo a two-week review ending on September 28, 2020. Once all comments are received, the Atlas Planning team will finalize the plan, making it ready for Public Review and release to the California Office of Emergency Services (Cal OES) and FEMA.

### Next Deliverable

The submittal of the MJHMP to Cal OES and FEMA will initiate the review and revision process with these agencies. Due to the expiration date of the County's Plan at the year's end, the Atlas Planning team will work with Cal OES and FEMA to ensure an expedited review is conducted and necessary revisions are incorporated into the plan as quickly as possible. Assuming plan approval occurs in October/November, we recommend participating agencies schedule adoption hearings in November to ensure eligibility for future grant funding as soon as possible.

## Climate Adaptation Vulnerability Assessment

As part of the MJHMP/ Safety Element update, the Atlas Planning team is preparing a Climate Adaptation Vulnerability Assessment (VA) that ensures consistency with Government Code Section 65302 (g) 4—aka SB 379—requirements. These requirements identify the need for the County to identify the climate change-related hazards that may impact all or portions of the County.

**The following hazards were analyzed as part of this assessment :**

- Agricultural and Ecosystem Pests
- Disease
- Drought
- Dune and Bluff Erosion
- Extreme Heat
- Fog
- Human Health Hazards
- Inland Flooding
- Landslides and Debris Flows
- Sea Level Rise
- Severe Weather
- Shoreline Flooding
- Wildfire

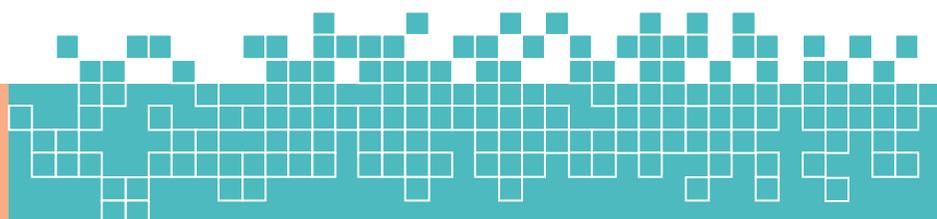
**To better understand the potential impacts and vulnerabilities to these hazards, this assessment analyzed the following:**

- Populations
- Infrastructure
- Buildings
- Important Economic Assets
- Ecosystems and Natural Resources
- Community Services and Utilities

**Finally, the assessment identified the adaptive capacity of the County's programs, projects, and mitigation strategies , which used the following classifications:**

**No Adaptive Capacity:** Currently, there are no feasible means of adapting.

**Low Adaptive Capacity:** Adaptive solutions are available, but they are expensive, technologically difficult, and/ or politically unpopular. Alternatives may not exist that can provide similar services.



**Some Adaptive Capacity:**

Some adaptation methods are available, but not always feasible. Adapting may create significant challenges for some sensitivities. Some alternatives exist within the jurisdiction area that can provide similar services.

**High Adaptive Capacity:**

Adaptation solutions are feasible for most or all sensitivities. There may be occasional or small - scale challenges to implementing adaptation methods. Many alternatives exist in the area that can provide similar services.

**Outstanding Adaptive Capacity:**

Sensitivities can adapt with little or no effort. Quality of life is unchanged or may improve.

The combination of the County's sensitivity to a particular hazard coupled with its adaptive capacity determines the vulnerability, which was assessed following the Adaptation Planning Guide that was recently updated and released by Cal OES.

**Status**

Since the completion of the County staff review, the Atlas Planning team is currently updating this assessment to integrate the comments and feedback received and has begun the development of adaptation strategies for review by County staff.

**Next Deliverable**

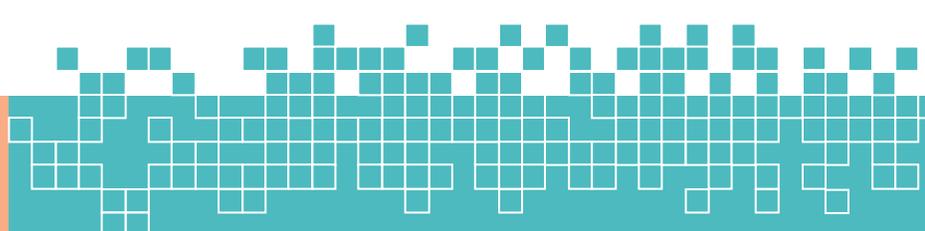
Upon completion of these edits, the VA will be ready for inclusion into the General Plan Safety Element. The VA also forms the basis for the adaptation strategies that will be included in the General Plan Safety Element as future goals and policies to address climate change, ensuring compliance with SB 379.

## General Plan Safety Element

The final component of this project is the update of the Mendocino County General Plan Safety Element. Since the last update to this element, the requirements in GC 65302 (g) have expanded, requiring topics like wildfire, climate change, and emergency evacuation to be addressed.

**The following topics are required to be addressed in the safety element as they apply to the County:**

- Seismically induced surface rupture
- Ground shaking, Ground failure
- Tsunami
- Seiche
- Dam Failure
- Flooding
- Subsidence
- Liquefaction
- Other geologic hazards
- Wildland and Urban Fires
- Slope instability leading to mudslides and landslides



Safety Elements are also required to address these non-hazard specific issues, as they apply to the County:

- Peak-load Water Supply Requirements
- Evacuation Routes
- Military Installations
- Minimum Road Widths and Clearances Around Structures

Supplementing these basic requirements are the following changes that affect the safety element:

### Evacuation Concerns (AB 747 and SB 99)

**SB 99**—California Government Code Section 65302 (g) 5 —requires the identification of developments in any hazard area that do not have two evacuation routes. Also, **AB 747**—California Government Code Section 65302.15 —further requires that Safety Elements shall be reviewed and updated as necessary to identify the capacity, safety, and viability of evacuation routes under a range of emergency scenarios within the jurisdiction.

### Climate Change Concerns (SB 379)

**SB 379**—California Government Code Section 65302 (g) 4 —requires that the Safety Element be reviewed and updated, as necessary, to address climate adaptation and resiliency. This review occurs in conjunction with the preparation of a vulnerability assessment or with reliance on a Local Hazard Mitigation Plan (LHMP), which addresses climate adaptation risks and vulnerabilities. Compliance with this requirement will rely on the integration of the MJHMP and VA. Reliance on these documents ensures compliance and leveraging of these plans, effectively allowing for comprehensive implementation of future projects and programs that support addressing the effects of climate change.

### Plan Integration (AB 2140)

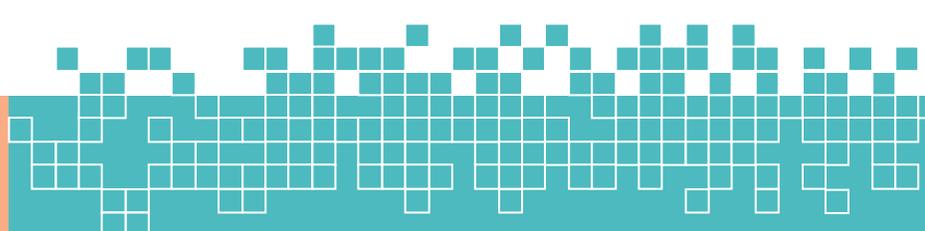
**AB 2140**—California Government Code Section 65302.6 —recommends the integration of the LHMP into the General Plan Safety Element. Upon completion of this voluntary requirement, the County would be eligible for potential cost savings during future disaster/emergency events where the California Disaster Assistance Act requirements are activated. Preparation of the General Plan Safety Element anticipates compliance with this requirement.

### Current Status

The Atlas Planning team is currently preparing the Administrative Draft Safety Element for County staff review. This element will rely on the recent work completed for the MJHMP and VA. The intent of this draft of the document is to provide County staff with a deliverable to discuss the goals and policies developed to address the many issues identified during this project.

### Next Deliverable

The next deliverable due on for this component is the Administrative Draft Safety Element. Upon completion of this, the Atlas Planning team will begin preparation of the CEQA analysis to accompany the Draft Element.





*Department of Transportation (MCDOT)*  
**Director's Report – October 20, 2020**

- **Mendocino Trash Receptacles** – Per Board direction from September 22, 2020, MCDOT has coordinated with Waste Management (WM) to maintain an additional day of pickup during the “off-season”. WM has informed MCDOT they do not have the staff capacity to continue three pickup days per week; however, they are able to maintain two pickups which is one additional than would normally occur from October through April. MCDOT will continue to monitor the situation to see if something additional needs to be done, or if the trash generation decreases following the end of peak tourist season and we are able to revert to the normal pickup schedule. If it is determined the additional pickups are necessary long-term, MCDOT will attempt to negotiate the cost of the service into the service rates for the area. Additionally, MCDOT has purchased and will install locks on the receptacles to prevent them from being opened and dumped onto the ground.
- **Franchise Area #2 Rate Increases** – On September 21, 2020, WM submitted a rate increase notification to MCDOT, which will raise Franchise Area #2 Inland rates by 22.83% and Franchise Area #2 Coastal rates by 18.74%, to go into effect on November 1, 2020. The reason for the drastic increase is WM has not increased their rates since 2018 and there have been significant increases in recycling costs since that time. The increases also include cost-of-living and fuel adjustments for 2019 and 2020. These rates will be billed retroactively to January 1, 2019; however, WM has confirmed the back charges are able to be split over two billing cycles to lessen the burden on customers. MCDOT's contracted solid waste consultant has analyzed the rate calculations submitted by WM and has confirmed they have been calculated in accordance with the terms of the Franchise Agreement. Per the terms of the Agreement, the County is now contractually obligated to approve the rate adjustments based on the analysis. A draft letter from WM to the Franchise Area #2 customers, notifying them of the rate increase, is attached for the Board's review. (*DRAFT WM letter so BOS knows what customers will receive*)
- **Franchise Area #2 Contract Extension** – The Franchise Agreement for Franchise Area #2 will expire on June 30, 2021. Due to the continued uncertainty of the Central Coast Transfer Station, as well as requirements to implement extensive new and pending legislation affecting hauling contracts, it would be very difficult at this time to successfully procure solid waste hauling services on a long-term basis. MCDOT, working in collaboration with the City of Fort Bragg, whose Agreement with WM also expires on June 30, 2020, is recommending the Board extend the current Franchise Agreement with WM for a period of five years until a time when there can be more certainty in the necessary services. WM is willing to direct negotiate new agreements with both the County and the City, with five years being the minimum term to which they will agree.
- **At the Joint City/County Coastal Transfer Station Ad Hoc Committee** meeting on September 17, 2020, Jerry Ward of Solid Wastes of Willits, spoke about his proposed improvements to the Caspar Transfer Station to improve the efficiency of the current self-haul operations only, with no expansion or addition of curbside hauling transfer. Mr. Ward's proposal is to fund the improvements using the current \$3/yard surcharge, and he believes the improvements will be paid for in approximately 30 months. Because it is clear any new Central Coast Transfer Station is still many years away, the Committee agreed to discuss potential publicly funded improvements at their next meeting in October or November.

Waste Management  
450 Orr Springs Road  
Ukiah, CA 95482



<CUSTOMER NAME>

<Billing Address>

<City>, <ST> <ZIP>

Draft

Dear <Customer Name>,

Our franchise agreement with Mendocino County allows for yearly rate adjustments to help keep pace with increases in operational costs, including costs associated with disposing materials at facilities owned and operated by third parties.

Waste Management's rates have not been adjusted in the past two years. During this time, there have been significant increases in program costs, especially with respect to recycling. Consequently, rates will increase by 22.83 percent effective November 1, 2020. The recycling tip fee charged by Pacific Recycle Solutions increased from \$12 a ton to \$51.81 a ton in February 2018 and is included in the 2019 annual rate adjustment.

Retroactive charges will appear on your November 2020 and February 2021 invoices to cover increased costs between 2018 and November 1, 2020. The charges will appear as two separate line items; one for 2019 charges, and one for 2020 charges.

We apologize for any inconvenience this might cause. If you have further questions, please contact customer service at (707) 967-9172 and view the local website at <https://www.wm.com/location/california/cabay/ukiah/index.jsp> for the most current rates effective November 1, 2020.

Sincerely,

Waste Management

Waste Management  
Fort Bragg Disposal  
219 Pudding Creek Road  
Fort Bragg, CA 95437



<CUSTOMER NAME>  
<Billing Address>  
<City>, <ST> <ZIP>

Draft

Dear <Customer Name>,

Our franchise agreement with Mendocino County allows for yearly rate adjustments to help keep pace with increases in operational costs, including costs associated with disposing materials at facilities owned and operated by third parties.

Waste Management's rates have not been adjusted in the past two years. During this time, there have been significant increases in program costs, especially with respect to recycling. Consequently, rates will increase by 18.74 percent effective November 1, 2020. The recycling tip fee charged by Solid Waste of Willits increased from \$5 a ton to \$60 a ton in September 2018 and is included in the 2019 annual rate adjustment.

Retroactive charges will appear on your January 2021 and April 2021 invoices to cover increased costs between 2018 and November 1, 2020. The charges will appear as two separate line items; one for 2019 charges, and one for 2020 charges.

We apologize for any inconvenience this might cause. If you have further questions, please contact customer service at (707) 967-9172 and view the local website at <https://www.wm.com/location/california/cabay/ukiah/index.jsp> for the most current rates effective November 1, 2020.

Sincerely,

Waste Management



## **Health and Human Services Agency Status Report October 5, 2020**

### **Behavioral Health & Recovery Services**

- Continues to provide Substance Use Disorder Treatment services to clients via telephone, telehealth, limited in-person contact, and continues to provide drug testing services. Medi-Cal Expansion for Substance Use Treatment – Organized Delivery System which began on July 1, 2020.
- The County and contracted providers continue to provide mental health services through the use of telephone and telehealth for counseling and medication services; face-to-face and crisis services are provided while adhering to social distancing requirements and using Personal Protective Equipment.
- Continues to operate a Warm Line staffed by employees trained in crisis-response; providing telephone-based emotional support for Mendocino County residents who are feeling stressed, isolated, or overwhelmed. The Warm Line is currently available Monday - Saturday from 7:30 am to 6:00 pm at 1-707-472-2311 or toll free at 1-833-955-2510.

### **Social Services**

#### ***Adult and Aging Services***

- Continues to facilitate the Great Plates Delivered program with a current end date of October 9th, 2020. This a meal delivery service for Mendocino County's older adults. Great Plates Delivered has two purposes: 1. To help seniors (65+) and other adults (60-64) at High Risk from COVID-19, (having documented exposure to COVID-19 or underlying health conditions) to stay home and stay healthy by receiving three restaurant-provided nutritious meals a day. 2. To provide essential economic stimulus to local businesses struggling to stay afloat during the COVID-19 crisis. As of September 22nd 2020, the Great Plates program is delivering 978 meals a day and overall 102,388 meals have been delivered since the beginning of the program. Seniors interested in applying for this program can contact Mendocino County Adult & Aging Services at 707-463-7900 or toll free at 1-877-327-1799. Seniors can also apply online at [mendocinocounty.org/greatplates](https://mendocinocounty.org/greatplates).
- Public Authority – Continues IHSS provider orientation trainings and fingerprinting, while maintaining all social distancing protocol.
- Continues to track COVID-19 calls from In Home Supportive Services (IHSS) clients and respond to emergent needs within 24 hours.

- Continues to distribute gloves and masks to all essential IHSS Workers.
- Continues to provide critical essential services to clients.

### ***Family and Children's Services***

Mendocino County Family & Children's Services (FCS) and Juvenile Probation, with the assistance of the UC Davis Northern Region Training Academy, held the state's first-ever Virtual Peer Review during the week of September 14, 2020. The Peer Review is a process that Child Welfare and Juvenile Probation in all counties must do every 5 years as part of the County Self-Assessment process which leads up to the next five-year System Improvement Plan. This typically consists of a week of in-person group meetings and interviews with representatives from county child welfare and probation, peers from other counties, several representatives from the California Department of Social Services (CDSS) and support staff. In the middle of the COVID-19 pandemic, this was not advisable in our county, but could not be delayed due to state-required time frames. It required much work to obtain approval from CDSS to do the review virtually, but it was successful, and overall, the week was a success. The nine counties that graciously freed up their social worker and probation staff to be peer reviewers for us were: Contra Costa, Del Norte, Fresno, Kings, Marin, Merced, Monterey, Sonoma and Sutter. They were selected based on having done well in our selected focus areas over the past five years and represent a mix of urban, rural and small, medium to large-sized counties. FCS' focus was on recurrence of maltreatment within a 12 month period, specifically for children under age 5, and Probation's focus was on placement stability. The strengths, challenges and promising practices identified through this review will be incorporated into our County Self-Assessment Report and then in our next five-year System Improvement Plan which will be presented to the Board of Supervisors in 2021 for approval.

### ***Employee & Family Assistance Services (EFAS)***

- Continues to process program applications and verifications received electronically, by mail, fax, or e-mail, as well as documents received from our drop-boxes outside of our Ukiah and Fort Bragg offices. All applications are screened for emergency services, and any required interviews are completed by telephone.
- The Department of Health Care Services has extended the delay in processing of annual Medi-Cal Redeterminations and reported changes in circumstances to avoid loss of Medi-Cal coverage for Medi-Cal beneficiaries. EFAS continues to focus attention on application processing. We processed over 3200 Medi-Cal applications between March and September of 2020.
- This year's Open Enrollment to purchase health insurance through Covered California will run from November 1, 2020 to January 31, 2021. You can apply for Medi-Cal at any time during the year.
- Emergency allotments for CalFresh have been approved by the Food and Nutrition Services (FNS) through the benefit month of October 2020. Emergency allotments are a supplement to bring a household's CalFresh issuance up to the maximum amount for the household size. The California Department of Social Services must request the emergency allotments each month, and the actual issuance will happen in the month after the benefit month. The next emergency allotment issuances will take place on October 18, 2020 and November 15, 2020.
- Maintained 20,733 active cases for public assistance benefits, including CalWORKs, CalFresh, and Medi-Cal.
- Provided payments through the CalWORKs Housing Support program to continue supporting 16 families in permanent housing and 21 families in temporary lodging.

The CalWORKS Housing Support Program has provided approximately \$425,000 in direct support for interim housing and subsidized rental payments since January 1, 2020.

### ***Advocacy and Collaboration Team (ACT)***

- The ACT Team is working closely with the CEO's Office and community partners to develop a program model for Project Homekey - a project that will provide over 50 units of permanent and transitional housing to individuals and families that are homeless or at-risk of homelessness. The project envisions a mixed-demographic community of residents that includes seniors, veterans, families with children, and those at high-risk of negative outcomes from Covid-19.
- The ACT Team managed the local implementation of California's Project Roomkey, which provided motel rooms to high-risk unhoused individuals who meet specific criteria as a protection from COVID-19 spread. The program worked closely with community partners to shelter and case-manage 227 high-risk homeless adults and 30 children in local motels. Although this project was designed as a public health intervention, the project also realized important housing-related outcomes. By the conclusion of the program, 126 formerly homeless individuals exited the program to a destination other than the streets or their vehicle. The local match required for this program is at least 25% of total project costs. As of September 30, local funding is no longer available to fully support the program and the program is effectively dormant, but ready to be revived if the need arises. Final outcomes data for the project is attached.
- Working with community partners, the ACT Team worked collaboratively with law enforcement agencies to provide on-site support and services in their efforts to address unsafe homeless encampments at the following locations: Airport Road in Ukiah, the Talmage off-ramp "cloverleaf", and Geysers Road at the border of Mendocino and Sonoma counties. Law enforcement partners included the California Highway Patrol, Ukiah Police Department, and the Mendocino County Sheriff's Office, as well as CalTrans.
- ACT Team staff continue to work collaboratively with the Board of the Continuum of Care to utilize pandemic-related funding to support the local implementation of Project Roomkey, as well as critical needs of our homeless individuals countywide, including those fleeing domestic violence. Current programs underway include short-term contracts with local homeless shelters to address funding gaps related to the expansion of services as a result of the pandemic.
- Working collaboratively with First5 Mendocino, Project Sanctuary, Adventist Health, and Redwood Community Services, ACT Team staff facilitated the development of printed materials designed to reach individuals and families struggling with stress, mental health, substance abuse, and/or domestic violence. 10,000 cards were printed and distributed to grocery stores and through school meal programs countywide. The newest edition of this publication focuses on substance abuse.

### **Public Health**

- Leads the Public Health response to COVID-19, including maintenance of the Department Operations Center, which tracks COVID-19 cases within the county; conducts thorough contact tracing to slow spread; facilitates COVID-19 testing via OptumServe, in addition to other targeted testing according to public health need;

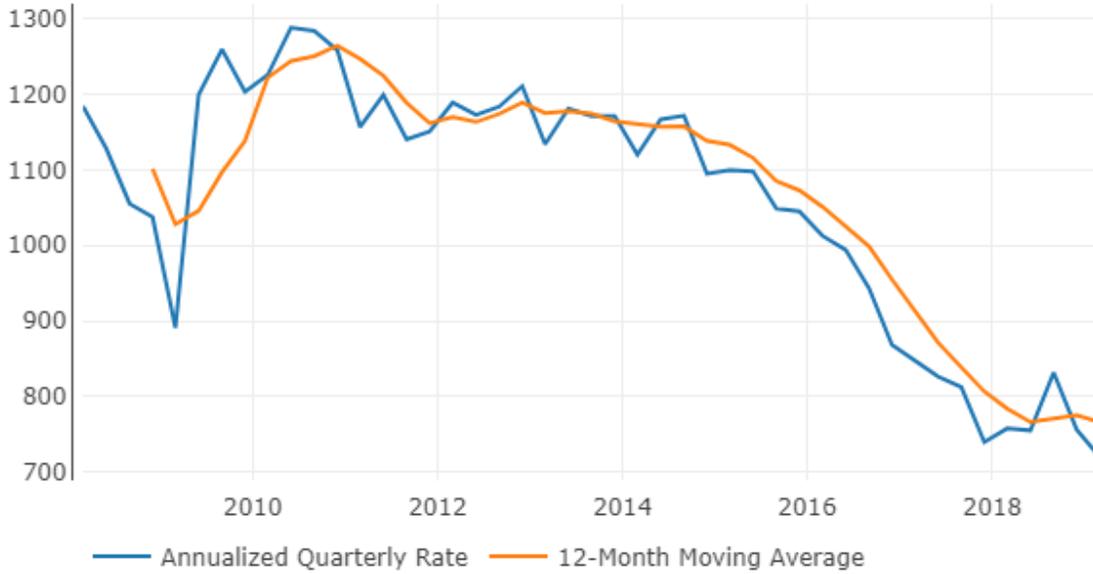
monitors public concerns and questions regarding COVID-19 in our county via social media, press conferences and the Call Center; secures Personal Protective Equipment, tests and relevant couriers; collaborates with different labs in the region to ensure testing continues at the rate necessary; and researches and secures available emergency funding.

- Maintains other communicable disease interventions during COVID-19 incident oversight.
- USDA has extended remote visits in this way we continue providing services in the Women Infant & Children (WIC) program, currently over the phone, providing nutrition assistance to income eligible parents, pregnant and breastfeeding women county-wide. There is a project underway to conduct video appointments (Tele-WIC) which is still under evaluation by State WIC.

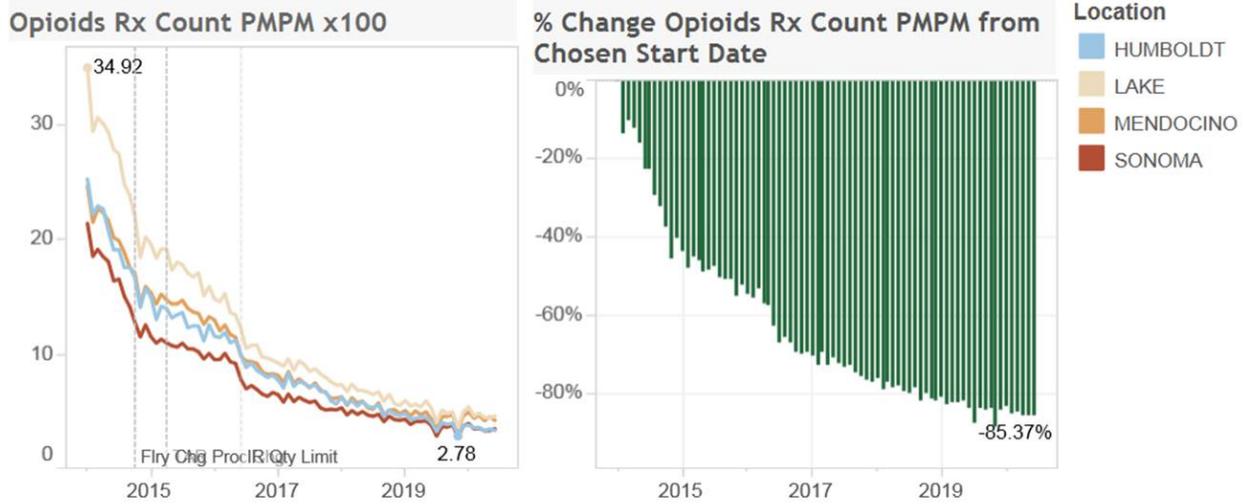
### ***Public Health Nursing/Maternal Child Adolescent Health (MCAH) and Healthy Families Home Visiting***

- RNs, LVNs and CHSS are all assisting with COVID contact tracing, call center and at testing sites as needed.
- Healthy Families Mendocino home visiting provided parenting education and support to 34 participating families.
- Collaborating with PH CD/IZ on community outreach and education to address increasing STDs among 15-19 year olds.
- Received BOS approval for upcoming California Home Visiting Innovation Grant application to assess and improve family engagement through a Promotores approach to evidence based home visiting.
- The majority of Mendocino County's Oral Health Program work plan was to take place in school settings. During 2019-2020, 24 schools participated in school-based programs. The number of children screened, linked or provided preventative services including dental sealants and fluoride through school-based programs was 4,019. Since March, stalled by COVID-19, work in schools has not been possible. In June, we developed a flier, Oral Health during COVID-19, in English and Spanish. 800 were inserted into lunch bags for elementary students in Fort Bragg. Ukiah Unified School District asked for a short blurb about oral health that they could post in various locations.
- Community Wellness staff participates in community outreach via KGUA radio, engaging our community and providing important information on timely topics such as COVID-19 updates, immunizations, etc. Wellness staff also assist key essential services to help ensure maximum performance surrounding the COVID-19 pandemic in addition to continuing to complete program requirements and reports for prevention programs.
- Safe Rx Mendocino Opioid Safety Coalition takes a community approach to safe management of prescription painkillers in our county, by working with providers and community partners, fostering education and creating awareness. Safe Rx Mendocino Opioid Safety Coalition's strategic efforts to combat the opioid crisis are significantly reducing opioid prescribing in Mendocino County. Opioid prescribing patterns, according to CURES, in 2014 was 1,095 of opioid prescriptions per 1,000 residents compared to 720 of opioid prescriptions per 1,000 residents in the first quarter of 2019. Find us at [www.saferxmendocino.com](http://www.saferxmendocino.com) and on our social media platforms: Facebook (<https://www.facebook.com/SafeRxMendocino>), Twitter, and Instagram to join us!

**Opioid Prescriptions by Patient Location - Total Population Age-Adjusted Rate per 1,000 Residents**  
Mendocino County



California Opioid Surveillance Dashboard <https://skylab.cdph.ca.gov/ODdash/>  
(Controlled Substance Utilization Review and Evaluation System (CURES), is a database of Schedule II, III and IV controlled substance prescriptions dispensed in California.)



California Partnership 9-2020



## **Mendocino County Air Quality Management District**

### **Update to Chief Executive Officer's Report 10-13-2020**

Air District Staff is vigilantly maintaining stationary and deploying and maintaining temporary Particulate Matter 2.5 air monitors, coordinating with federal Air Resource Advisors assigned to the August Complex Fire, and informing the public of current and forecast air quality due to the August Complex, Red Salmon and Glass Fires.

The Current Regulatory Status of the Pellet Mill in Calpella is as follows:

- Emissions compliance with limits in its Air District permit was demonstrated on August 25, 26 and September 3, 2020, as documented in TRC Environmental Corp.'s Report of Emissions Compliance Study, Forest Energy Mendocino, Main Dryer/Scrubber and Dust Collection Baghouse, Calpella, CA dated 9/21/2020. Emissions compliance was previously demonstrated on November 14, 2019.
- A draft Health Risk Assessment by Stantec indicated cancer and non-cancer risks from Toxic Air Contaminants emitted are very low. Risks are below the levels triggering notification of neighbors, and well below levels triggering risk reduction. Final report pending.
- There are currently no violations or basis for enforcement action against the facility.
- There is no state or District law which provides a way to shutter or curtail a facility that is compliant with its permit.
- District staff continues to vigilantly monitor the facility to ensure compliance.
- The District addressed the Redwood Valley Municipal Advisory Council (RVMAC) regarding the pellet mill on September 9, 2020. We continue to engage with the RVMAC as community representatives per its request.



# VACANCY NOTICE

MENDOCINO COUNTY  
BOARD OF SUPERVISORS  
501 LOW GAP ROAD, ROOM 1010  
UKIAH, CA 95482

CARRE BROWN  
First District

JOHN MCCOWEN  
Second District

JOHN HASCHAK  
Third District

DAN GJERDE  
Fourth District

TED WILLIAMS  
Fifth District

CARMEL J. ANGELO  
Chief Executive Officer/Clerk of the Board

CHRISTIAN M. CURTIS  
County Counsel

Date Posted: October 13, 2020

NOTICE IS HEREBY GIVEN that there are vacancies on the following Board(s) and/or Commission(s):

- Anderson Valley Cemetery District.....(4)  
-- Trustee--
- Hopland Municipal Advisory Council..... (1)  
-- Member--
- Mendocino County Business Improvement District Advisory Board ..... (1)  
-- Coastal Region Representative --
- Noyo Harbor District..... (1)  
-- Commissioner--
- Mendocino County Climate Action Advisory Committee ..... (1)  
-- Member, District Two--
- Mendocino County Climate Action Advisory Committee ..... (1)  
-- Member, District Three--
- Mendocino County Climate Action Advisory Committee ..... (1)  
-- Member, District Five--

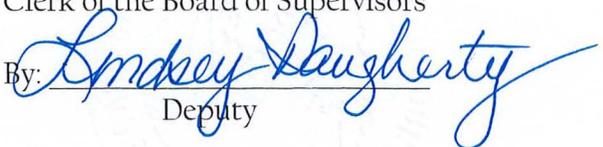
Please note:

Anticipated vacancies include expiring terms: the incumbent of the expiring term may apply for reappointment and/or may continue to serve in their capacity until replaced. California Government Code requires public noticing for all expiring terms regardless of the incumbent's intention to apply for reappointment.

If you are interested in serving on this Board, contact your Supervisor, or the Clerk of the Board of Supervisors, at 501 Low Gap Road, Room 1010, Ukiah, CA 95482 or (707) 463-4441.

LAST DATE FOR FILING: November 2, 2020, or until filled.

CARMEL J. ANGELO  
Clerk of the Board of Supervisors

By:   
Deputy

PLEASE KEEP POSTED THROUGH: November 3, 2020



# VACANCIES

**MENDOCINO COUNTY  
BOARD OF SUPERVISORS**  
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**CHRISTIAN M. CURTIS**  
County Counsel

## APPOINTMENTS TO BOARDS AND COMMISSIONS OCTOBER 13, 2020

The Board of Supervisors is actively seeking candidates to fill the following vacancies. Please consult with the Executive Office or visit <http://www.mendocinocounty.org> for information on specific categorical areas and District vacancies.

<b>BOARD / COMMISSION</b>	<b>POSITION / CATEGORY</b>	<b>SEATS OPEN</b>
Air Quality Management District Hearing Board	(Various)	(3)
Anderson Valley Cemetery District	(Trustee)	(4)
Archaeological Commission of Mendocino County	(Industry Representative)	(1)
Assessment Appeals Board	(Various)	(3)
Behavioral Health Advisory Board	(Various District Representatives)	(2)
Child Care Planning Council	(Various)	(3)
Community Development Commission	(Various)	(2)
Covelo Public Cemetery District	(Trustee)	(2)
Emergency Medical Care Committee	(MC Law Enforcement Chiefs Assoc. Rep)	(1)
First 5 Mendocino	(County Representative)	(1)
Fish Rock Cemetery District	(Trustee)	(1)
Gualala Municipal Advisory Council	(Member)	(1)
Health and Human Services Agency Advisory Board (HHSA)	(Various)	(3)
Hopland Municipal Advisory Council	(Member)	(1)
In-Home Supportive Services (IHSS) Advisory Committee	(Various)	(8)
Law Library Board of Trustees	(BOS Chair or Ex-Officio)	(1)
Laytonville Municipal Advisory Council	(Member)	(1)
Little River Airport Advisory Committee	(Various)	(12)
Mendocino County Business Improvement District	(Various)	(3)
Mendocino County Climate Action Advisory Committee	(Various)	(3)
Mendocino County Employees' Retirement Association Board	(Various)	(2)
Mendocino County Fish and Game Commission	(Coastal Member at Large)	(1)
Mendocino County Planning Commission	(Fourth District Representative)	(1)
Mendocino County Resource Conservation District	(Long-Term Director)	(1)
Mendocino Historical Review Board	(Member)	(1)
Mendocino - Little River Cemetery District	(Trustee)	(1)
North Coast Resource Partnership	(Alternate Mendocino Rep to the Tech Review Comm.)	(1)
Noyo Harbor District	(Commissioner)	(1)
Policy Council on Children and Youth (PCCY)	(Various)	(26)
Redwood Valley Municipal Advisory Council	(Various)	(2)
Round Valley Municipal Advisory Council	(Alternate)	(2)
Westport Municipal Advisory Council	(Member)	(1)
Westport-Ten Mile Cemetery District	(Trustee)	(1)