



# The CEO Report

June 21, 2016

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### Contact Information:

Office: (707) 463-4441

Fax: (707) 463-5649

Email:

[ceo@co.mendocino.ca.us](mailto:ceo@co.mendocino.ca.us)

Website:

[www.co.mendocino.ca.us](http://www.co.mendocino.ca.us)

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## Museum Update

The Mendocino County Museum in Willits was closed on June 8th for a short period of time due to concerns over mold. Some areas of the Museum were reopened to the public on Saturday, June 11, 2016. The Museum lobby, store, Main Gallery and Engine House are accessible to the public during the Museum's normal business hours.

Extensive testing was conducted throughout the Museum and determined which areas are completely safe to the public. The areas mentioned above have been cleared for normal use by certified environmental scientists. Some areas of the Museum will remain off limits until remediation work can be completed. Initial remediation work will begin in the museum classrooms on Wednesday, June 22, 2016, and will continue over the next several weeks. The Executive Office will continue to provide updates with any changes to public access.

## Mendocino County Job Fair

The upcoming County Job Fair is a great first step in the hiring process and will provide attendees with the opportunity to apply for current job openings explore the diverse selection of careers within the County of Mendocino and interact with County representatives from all departments and offices. The fair will include breakout sessions highlighting individual county departments/offices, hands on assistance with the web-based application process and opportunities to apply online for current openings. Attendees can also take advantage of on-site community education information, training partners, information on becoming an intern or being a member of one of the boards and commissions. You will be provided with information concerning the next steps of the hiring process when you attend one of the various workshops available. For more information please visit Mendocino County's Job Fair event page on [Facebook](#) or visit the website at <http://co.mendocino.ca.us/hr/jobfair.htm>.

## California Public Utilities Commission

On July 15, 2016, the County will be hosting a California Public Utilities Commission (CPUC) Public Participating Hearing (PPH) regarding the Call Completion Proceeding. This hearing will be held in the Board of Supervisors Chambers at 501 Low Gap Road, Ukiah. More information will be provided prior to the meeting time. The PPH will focus on call completion issues, including outages that compromise access to 911 services, and also LifeLine's availability, both wireline and wireless, in our area.

## Senate Bill 272 Implementation

Counties face a July 1 deadline to comply with California's newest Public Records Act requirement: a catalog of the agency's record keeping systems. Put in place by SB 272 (Hertzberg, 2015), the development of this catalog will require counties and other public agencies to take an inventory of the "enterprise systems" maintained by every department, along with information such as what data is kept there, how often the data is updated, and who the system's vendor is. Currently, a team led by the Information Services Division of the Executive Office is working on completing this requirement. The information will be posted on the County's website by July 1, 2016.

## Legislative Update

The Legislature sent the 2016-17 budget package totaling \$122.5 billion in General Fund revenue to the Governor in two phases, working quickly Wednesday afternoon to pass the main budget bill and meet the June 15 constitutional deadline. The Governor's January Budget proposal to augment the Proposition 2 "Rainy Day Fund" by an additional \$2 billion dollars was approved and brings total reserves to \$8.5 billion.

In addition, the Legislature approved a \$2 billion spending plan to renovate state offices including the Capitol Annex and address deferred maintenance. Ongoing commitments that the Legislature sought includes funding child care and pre-school rate increases that will grow to over \$500 million annually.



Check out Mendocino County's  
Career Page, powered by  
NEOGOV

[www.governmentjobs.com/careers/mendocinoca](http://www.governmentjobs.com/careers/mendocinoca).



Mendocino County is exploring  
launching a community power  
program, to check out possible  
benefits for our county visit:  
[www.co.mendocino.ca.us/cce/](http://www.co.mendocino.ca.us/cce/).

## Mendocino County Shelter Pets

To view pictures and bios of the Animal Shelter's wonderful adoptable cats and dogs, visit [www.mendoanimalshelter.com](http://www.mendoanimalshelter.com)

Follow us on Facebook  
County of Mendocino



Follow us on Twitter



@countymendocino



Report water wasters at  
[www.SaveWater.CA.GOV](http://www.SaveWater.CA.GOV)

## Animal Care Services Update

The Ukiah Animal Shelter has been very busy with various building improvements, including: the remodel of the pet intake area, installation of new kennels in the police hold area, installation of cat portals, and new evaporative coolers in the kennel area. While the projects have been somewhat disruptive to the normal flow of the shelter, things are now in the process of being put back together. The improvement plan presented to the Board on May 3, 2016, is being implemented and a progress update on the projects is detailed in the attached matrix. All short term items are on track for completion by the end of June. Progress updates will be provided monthly with each additional CEO Report.

"Kitten season" is in full swing and we currently have 144 cats and kittens under our care. We are showcasing kittens in the lobby area and are getting numerous adoption applications. We are also running adoption "specials" on cats and dogs to shorten length of stays and relieve our "full house". In addition to a full house in the kennels and cattery, some staffing turnover and has left staffing stretched. Interviews for extra help kennel support will be this week. Shelter staff and volunteers are all putting in extra effort to make sure the animals are well cared for during this busy time.

Staff and volunteers have participated at several off-site adoption events, bringing our animals out in front of the public. Adoptions on both dogs and cats are up as are transfers to other rescue organizations. Staff and volunteers are working diligently to get animals out of the shelter as quickly as possible.

## Water Agency News

On Tuesday June 14, 2016, the Water Agency hosted its first Ukiah Valley Basin SGMA Implementation Public Workshop with Cal State Sacramento's Center for Collaborative Management's facilitation team. Water providers, government entities and interested parties throughout the Ukiah Valley participated in the workshop. The meeting consisted of an overview of SGMA, the results of the facilitation team's initial stakeholder assessment, information on Ukiah area groundwater studies and discussion on Groundwater Sustainability Agency formation. The next workshop will be in mid-July. The Water Agency will update the Board when a date has been set.

## Upcoming Board Meetings

Regular Meeting	June 21, 2016
Standing Committees	July 8, 2016
Regular Meeting	July 12, 2016
Regular Meeting	July 18, 2016
Regular Meeting	July 19, 2016
Regular Meeting	August 2, 2016
Standing Committees	August 8, 2016

## Dates of Interest

County Holiday	July 4, 2016
NACO Conference	July 22-25, 2016
County Holiday	September 5, 2016

## Granicus Update

Over the past six months Clerk of the Board staff has been working with a legislative management solutions vendor, Granicus, on enhancing Board of Supervisors agenda publication, distribution, and access. Last Thursday, staff used Granicus technology to publish a Board agenda for the first time, the publication was successful. Today's agenda and all future agendas may be accessed at <https://mendocino.legistar.com/Calendar.aspx>.

## Boards and Commissions Vacancies

Community Development Commission	3 <sup>rd</sup> District Representative
Westport – Ten Mile Cemetery District	Trustee

## Attachments

- Animal Care Services 2016 Shelter Project Matrix

June						
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		
July						
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						
August						
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			

  

	Regular Board Meeting
	Joint Board Meeting
	Standing Committee Meeting
	GG and PR Committee Meetings
	Special Meeting
	County Holiday
	Budget Hearings/Workshops
	Winter Board Recess
	CSAC, NACo, and RCRC:

### Ukiah Animal Shelter 2016 Project Plan Matrix

Task/Goal	Proposed Completion Date	Date Started	Date Complete	Comments
<b>Short Term Goals</b>				
Intake Room	6/15/2016	5/12/2016	6/20/2016	Physically complete on 6/20. Intake process moved to room 6/21/16
Install Footbaths	6/15/2016	5/25/2016	6/10/2016	
Customer Service Training	6/15/2016	4/16/2016	On-going	Currently Bi-weekly training with four staff, ongoing
Waterproof panels in outside kennel area	6/15/2016	5/3/2016	5/17/2016	
Shelving in storage rooms	6/15/2016	5/5/2016	6/17/2016	
New holding kennels in police area	6/15/2016	5/4/2016	5/6/2015	
Installation of cat portals	6/15/2016	5/31/16	6/3/2016	
Ventilation improvements	6/15/2016	6/9/2016		Some upgrades finished, but additional work is required. HVAC Contractor has assessed current units and is providing recommendation and bid. Expected by 6/30/16
Account for donations	6/15/2016	5/5/2016	6/15/2016	Donation options include a separate account in ACS budget for donations. Donations can be deposited at the Shelter or with County Treasurer. Pet specific donations can be donated through local non-profit.
Volunteer Coordinator	6/15/2016	5/31/2016	5/31/2016	With the return of the Shelter Supervisor, duties have been shifted allowing Amy Campbell to be the designated volunteer coordinator
Greeter during public hours	6/15/2016	5/31/2016		Working with Risk Management to get an employee on light-duty, also looking at summer youth volunteers or other volunteers. Currently security guard assisting with accompanying public during assigned hours
Second volunteer meeting	6/15/2016	5/22/2016	6/5/2016	
Complete volunteer handbook	6/15/2016	5/17/2016	6/3/2016	
New Adoption Info Packets	6/15/2016	5/25/2016		In progress, completion date 6/24/16
Re-paint building	6/15/2016	5/17/2016	6/30/2016*	*Contractor walk through on 5/17. Exterior work to be started 6/27. Interior to be scheduled by 6/30.
Move mister nozzles to outside eaves	6/15/2016	5/31/2016	6/17/2016	As an alternative to moving the misters, large evaporative coolers were installed in the kennel area.
Set up small dog area in conference room area	6/15/2016	5/17/2016		Small dogs are currently being show-cased in lobby area as space permits due to remodeling projects. Permanent solution will require additional kennel remodel. Cost estimates and planning in progress.
Update ACS policy and procedure manual	6/15/2016	5/27/2016	6/20/16*	ACS Draft currently under review
Complete Dog Evaluations w/in 3 days	6/15/2016	6/7/2016	6/10/2016	Currently being done. Added to ACS policy, Chart of due dates in use
Install new kennels in police hold area	6/15/2016	5/6/2016	5/6/2016	
On-site training on shelter software	Added	5/23/2016		In-house software training was conducted on 5/23, additional intensive training in progress. Getting quote for three day on-site training, tentative date end of July
<b>Medium Term Goals</b>				
Install outside door in sick bay	8/1/2016	5/31/2016		Facilities/Contractor walk-thru on 5/31. Two bids rec'd 6/16/16, contract awarded 6/17
Create livestock holding areas	8/1/2016			
Contract w/ UC Davis for shelter evaluation	8/1/2016			Scope of Work sent to UC Davis, awaiting formal proposal.
Work with Coastal Humane Society for Coast Shelter	8/1/2016	5/21/2016		Assessed tentative proposal with CEO, evaluating costs to County
On site training w/ Aimee Sadler	8/1/2016	6/1/2016		Contacted on 6/1/2016, submitted scholarship applications 6/12/16. Tentative schedule date Sept 2016
Update Title 10-Animal Care & Control Ordinance	8/1/2016			
Establish Foster-to-Adopt Program	8/1/2016			
<b>Longer Term Goals</b>				
Certify staff as CPDT-KA	11/1/2016			
Discuss Shelter Evaluation Recommendations	11/1/2016			
Establish short and long term goals for ACS	11/1/2016			