

GLENN MCGOURTY
1st District
Supervisor

**MAUREEN
MULHEREN**
2nd District
Supervisor

JOHN HASCHAK
3rd District
Supervisor

DAN GJERDE
4th District
Supervisor
Chair

TED WILLIAMS
5th District
Supervisor
Vice-Chair



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MENDOCINO COUNTY
BOARD OF SUPERVISORS
BOARD OF SUPERVISORS AGENDA

LIMITED MEETING
September 27, 2021 - 9:00 AM
BOARD CHAMBERS, ROOM 1070
COUNTY ADMINISTRATION CENTER

Effective March 20, 2020, the Mendocino County Board of Supervisors meetings will be conducted virtually and not available for in person public participation (pursuant to State Executive Order N-29-20). Meetings are live streamed and available for viewing online on the Mendocino County YouTube page, at <https://www.youtube.com/MendocinoCountyVideo> or by toll-free, telephonic live stream at 888-544-8306.

The public may participate digitally in meetings in lieu of personal attendance. Comment may be made in any of the following ways: via written comment to bos@mendocinocounty.org, through our online eComment platform at <https://mendocino.legistar.com/Calendar.aspx>, through voicemail messaging by calling 707-234-6333, or by telephone via telecomment. For details and a complete list of the latest available options by which to engage with agenda items, please visit:

<https://www.mendocinocounty.org/government/board-of-supervisors/public-engagement>

1. OPEN SESSION (9:00 A.M.)**1a) Roll Call****1b) Pledge of Allegiance****2. PUBLIC EXPRESSION**

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

Individuals wishing to address the Board under Public Expression are welcome to do so via email, telephone, Zoom, or via voicemail message. For information on each of these methods, call Mendocino County Clerk of the Board at (707) 463-4441 or visit <https://www.mendocinocounty.org/government/board-of-supervisors/public-engagement>.

*All correspondence will be attached to the item and made available online at:
<https://mendocino.legistar.com/Calendar.aspx>.*

2a) Public Expression**3. COUNTY EXECUTIVE OFFICE AND DEPARTMENTAL MATTERS****3a) Discussion and Possible Action Including Direction to Staff Regarding 1) Define Directives; 2) Prioritize Directives; and 3) Review of Existing Directives Issued by the Board of Supervisors (Sponsor: Executive Office)****Recommended Action:**

Direct staff regarding 1) definition of directives; 2) prioritizing directives; and 3) review existing directives issued by the Board of Supervisors.

Attachments: [2017-2021 In Process Directives](#)
 [2017-2021 Completed Directives](#)
 [2017-2019 Completed Directives](#)

3b) Discussion and Possible Action Including Acceptance of an Update on the County's Diversity, Equity and Inclusion Efforts (Sponsor: Human Resources)**Recommended Action:**

Accept update on the County's Diversity, Equity and Inclusion efforts and provide feedback and direction to staff.

**3c) Discussion and Possible Action Including Acceptance of Informational Presentation by Human Resources Regarding County Vacancies and Recruitment Activities and Processes
(Sponsor: Human Resources)**

Recommended Action:

Accept the informational presentation by Human Resources regarding County vacancies and recruitment activities and processes.

Attachments: [Updated 9.24.21 Recruitment Presentation](#)
[9.23.21 Recruitment Presentation](#)

4. BOARD OF SUPERVISORS AND MISCELLANEOUS

**4a) Discussion and Possible Action Including Receiving a Status Report on Water Hauling Response; Provide Input Regarding the Water Supply Replacement Project (Coastal Water Hauling) and Possible Next Steps Supporting Local Agencies and Community Stakeholders in Securing Project Funding; and Approve Transmission of Letters of Support for Community Partners Seeking Funding Independently
(Sponsors: Drought Ad Hoc Committee of Supervisors McGourty and Haschak)**

Recommended Action:

Receive Status Report on Water Hauling Response; Provide Input Regarding the Water Supply Replacement Project (Coastal water hauling) and possible next steps supporting local agencies and community stakeholders in securing project funding; Approve Transmission of letters of support for community partners seeking funding independently; and authorize Chair to sign same.

Attachments: [092721-Item-4a-Drought-AdHoc-Update-BOS-SlideDeck](#)
[9-26-21 Hillesland Correspondence](#)

**4b) Discussion and Possible Action Regarding Appointment of a Board of Supervisors Representative to the Countywide Redevelopment/Successor Agency Oversight Board
(Sponsor: Supervisor Mulheren)**

Recommended Action:

Appoint a member of the Board of Supervisors as a Board of Supervisors Representative to the Countywide Redevelopment/Successor Agency Oversight Board.

**4c) Discussion and Possible Action Regarding Recommendations of the Planning and Building Services Staffing Ad Hoc Committee
(Sponsor: Planning and Building Services Ad Hoc Committee of Supervisors Gjerde and McGourty)**

Recommended Action:

Discuss the recommendations of the Planning and Building Services Staffing Ad Hoc Committee and provide direction to staff.

Attachments: [PBS -BOS ADHOC Powerpoint 9-27-2021 FINAL](#)

ADJOURNMENT

Additional Meeting Information for Interested Parties

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Clerk of the Board staff remains dedicated to finding new and innovative civic engagement methods during this challenging time. For a complete list of the latest available options by which to engage with agenda items, please visit <https://www.mendocinocounty.org/government/board-of-supervisors/agendas-and-minutes>

All public comment will be available to the Supervisors, staff, and the general public, and can be viewed as attachments to this meeting agenda at <https://mendocino.legistar.com/Calendar.aspx>

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

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



Mendocino County Board of Supervisors Agenda Summary

Item #: 2a)



Mendocino County Board of Supervisors Agenda Summary

Item #: 3a)

To: Board of Supervisors

From: Executive Office

Meeting Date: September 27, 2021

Department Contact: Carmel J. Angelo/Nadia Tipton **Phone:** 463-4441

Department Contact: Lindsey Daugherty/Atlas Pearson **Phone:** 463-4441

Item Type: Regular Agenda

Time Allocated for Item: 1 hour

Agenda Title:

Discussion and Possible Action Including Direction to Staff Regarding 1) Define Directives; 2) Prioritize Directives; and 3) Review of Existing Directives Issued by the Board of Supervisors
(Sponsor: Executive Office)

Recommended Action/Motion:

Direct staff regarding 1) definition of directives; 2) prioritizing directives; and 3) review existing directives issued by the Board of Supervisors.

Previous Board/Board Committee Actions:

On February 26, 2019, the Board of Supervisors referred the review of these directives to the General Government Committee. On September 23, 2019, the General Government Committee reviewed the directives.

Summary of Request:

During Board of Supervisors meetings, the Clerk of the Board records in the Minutes the various consensus decisions and/or legislative actions that result in direction to County staff and/or other agencies to follow up, research, or follow through on certain topics or issues. These directives are considered “minute orders” of the Board. The Executive Office maintains a tracking mechanism of all said directives with a status as to completion and/or necessary steps to follow through. Of the 86 directives assigned this calendar year to date, staff have completed 48. There are 76 open/in process directives spanning multiple calendar years.

Alternative Action/Motion:

None

How Does This Item Support the General Plan? N/A

Supervisory District: All

vote requirement: Majority

Supplemental Information Available Online At: N/A

Item #: 3a)

Fiscal Details:

source of funding: N/A

current f/y cost: N/A

annual recurring cost: N/A

budget clarification: N/A

budgeted in current f/y: N/A

if no, please describe:

revenue agreement: N/A

Agreement/Resolution/Ordinance Approved by County Counsel: N/A

CEO Liaison: Executive Office

CEO Review: Yes

CEO Comments:

FOR COB USE ONLY

Executed By: Atlas Pearson, Deputy Clerk I

Date: September 27, 2021

Final Status:**Approved with Modification**



Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
21-86	9/14/21	5A)	Discussion and Possible Action Including an Update Associated with the Novel Coronavirus (COVID-19); and Provide Possible Direction Regarding Essential Services in Mendocino County, Operational Preparation and Response, and Associated Countywide Economic Impacts (Sponsor: Public Health)	GENERAL CONSENSUS OF THE BOARD to Pause implementation of County Employee Covid Testing program while staff is trying to line up additional testing support and direction from both CAL OSHA and the federal government.	Human Resources/Public Health/Risk	ON HOLD	
21-85	9/14/21	6A)	Supervisors' Reports Regarding Board Special Assignments, Standing and Ad Hoc Committee Meetings, and Other Items of General Interest	FORMATION OF AN AD HOC COMMITTEE consisting of Supervisor Williams and Supervisor Gjerde regarding the fiscal year 21/22 budget process.	Board of Supervisors	IN PROCESS	
21-84	9/14/21	5H)	Chief Executive Officer's Report (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to request that the Auditors Office provide the Board with a monthly fiscal report.	Auditor-Controller	IN PROCESS	On-going.
21-83	9/14/21	5F)	Discussion and Possible Action Including Acceptance of a Presentation from Code Enforcement Division Regarding Current Data, Statistical Information and Overall Division Metrics (Sponsor: Planning and Building Services)	GENERAL CONSENSUS OF THE BOARD to direct the Executive Office to work with the Air Quality Management District and determine what their resources are and what other resources may be required to take the initial step of shutting down alder burns related to HIP camps.	Executive Office/Air Quality	IN PROCESS	
21-82	8/31/21	5D)	Discussion and Possible Action Including Adoption of Resolution Appointing Assistant Auditor Controller Chamise Cubbinson as Mendocino County Auditor Controller to Fill the Unexpired Term of Office Pursuant to California Government Code §25304 and Resolutions 17 189 (Sponsor: Auditor Controller)	GENERAL CONSENSUS OF THE BOARD to direct the Executive Office to work with the Auditors office to ensure adequate staffing, as needed; and for the Strategic Plan Ad Hoc to work with staff and bring back an item discussing the possibilities regarding the Auditor form of governance vs a Chief Financial Officer form of governance.	Executive Office/Auditor	IN PROCESS	Darcie Antle met with Auditor Controller and Assistant Auditor Chamise Cubbinson on 9/1/2021. Assistant Auditor could not find anyway the EO could assist. ACEO suggested a few areas but AA didn't think those areas would be helpful. She needs someone at a high level on entry level and would not consider promoting one of her team members up to a higher position etc. ACEO and fiscal team stand ready to assist.
21-81	8/31/21	6D)	Discussion and Possible Action Stating the Board's Intent to Address Government Code Section 29121 through the Budget Process and Mitigate Unnecessary Concern that Impedes a Department Head, Appointed or Elected Official's Ability to Perform their Duties (Sponsor: Supervisor Mulheren)	GENERAL CONSENSUS OF THE BOARD to direct the Chief Executive Officer to include a monthly report from the finance team within the CEO Report.	Executive Office	IN PROCESS	9-9-21: Will begin once the Auditor controller closes the FY 20/21 and July 2021
21-80	8/31/21	5C)	Discussion and Possible Action Including Acceptance of the Presentation of the Introduction of the Mendocino County Parks Needs Assessment Phase II by Blue Point Planning and Provide Direction to Consultant for Completion of Assessment (Sponsors: General Services Agency)	CREATION OF AN AD HOC COMMITTEE consisting of Supervisors Mulheren and McGourty to work with staff regarding the Parks Needs Assessment and to return to the Board at a later date with parks management options.	Board of Supervisors	IN PROCESS	County staff had a kick off meeting with the Parks Needs Assessment consultants on 9/16; coordination for the first meeting of the ad hoc will be initiated to discuss next steps.
21-79	8/31/21	6A)	Discussion and Possible Action Including Acceptance of Update from the Drought Task Force Ad Hoc Committee (Sponsor: Drought Task Force Ad Hoc Committee of Supervisors Haschak and McGourty)	GENERAL CONSENSUS OF THE BOARD to Direct staff to return with an analysis regarding the amount of Transient Occupancy Tax funds received annually, where the funds came from, and how the funds were used in the last 10 years.	Executive Office/Treasurer-Tax Collector	IN PROCESS	9-9-21: Report ready through FY 19/20 waiting for Auditor Controller to close FY 20/21.
21-78	8/17/21	5A)	Discussion and Possible Action Including Appointment of an Ad Hoc Committee Regarding Responses to the 2021-2022 Grand Jury Report – Sponsor: County Counsel	FORMATION OF AN AD HOC COMMITTEE consisting of Supervisors Mulheren and Haschak to handle the referral of the Homelessness and Housing Grand Jury Reports	Board of Supervisors	IN PROCESS	
21-77	8/17/21	5A)	Discussion and Possible Action Including Appointment of an Ad Hoc Committee Regarding Responses to the 2021-2022 Grand Jury Report – Sponsor: County Counsel	GENERAL CONSENSUS OF THE BOARD to refer the Information Technology Grand Jury Report to the Information Technology Ad Hoc	Board of Supervisors	IN PROCESS	
21-76	8/17/21	3)	Public Expression	GENERAL CONSENSUS OF THE BOARD to direct Human Resources and the Executive Office to come back to the full Board with a presentation on staff recruitment and retention.	Executive Office/Human Resources	IN PROCESS	
21-75	8/3/21	5B)	Discussion and Possible Action Including Selection of Outside Counsel to Provide Legal Advice and Representation to the Mendocino County Sheriff's Office Regarding Areas in Which County Counsel Has a Conflict of Interest	GENERAL CONSENSUS OF THE BOARD to authorize the Sheriff to select one of the four listed attorneys for the scope of work articulated previously, and authorize the hiring of the Manning firm to represent the Sheriff, in the event that the he does not choose one of the four himself.	Sheriff	IN PROCESS	

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
21-74	8/3/21	5B)	Discussion and Possible Action Including Selection of Outside Counsel to Provide Legal Advice and Representation to the Mendocino County Sheriff's Office Regarding Areas in Which County Counsel Has a Conflict of Interest	GENERAL CONSENSUS OF THE BOARD to Direct staff to contract with counsel to provide Sheriff Kendall with a legal opinion in regards to the legality of the consolidation of Sheriff's IT department and the County's existing IS department.	County Counsel/Sheriff	IN PROCESS	
21-73	8/3/21	5B)	Discussion and Possible Action Including Selection of Outside Counsel to Provide Legal Advice and Representation to the Mendocino County Sheriff's Office Regarding Areas in Which County Counsel Has a Conflict of Interest	GENERAL CONSENSUS OF THE BOARD to Direct staff not to proceed with the consolidation of the Sheriff's IT department and the County's existing IS department until such time as a determination is made by way of an Attorney General opinion in regards to whether or not it is prohibited by the relevant government code sections.	County Counsel/Sheriff	IN PROCESS	
21-72	8/3/21	5A)	Discussion and Possible Action Including an Update Associated with the Novel Coronavirus (COVID-19); and Provide Possible Direction Regarding Essential Services in Mendocino County, Operational Preparation and Response, and Associated Countywide Economic Impacts	GENERAL CONSENSUS OF THE BOARD to Direct the Mendocino County Human Resources Department to implement a policy regarding proof of COVID-19 vaccination for vaccinated employees and regular testing for unvaccinated employees, as an example for all other employers in Mendocino County.	Human Resources	IN PROCESS	
21-69	7/19/21	3)	Public Expression	GENERAL CONSENSUS OF THE BOARD to direct County Counsel to work with Environmental Health staff to bring an item back as soon as possible in regards to administrative permits related to chapter 22.18.	County Counsel/Environmental Health	IN PROCESS	
21-66	6/22/21	5G)	Discussion and Possible Action Including Direction to Staff to Draft an Ordinance Making Amendments to Chapter 22.18 of the Mendocino County Code, Including, But Not Limited To, Imposing a Phased Cap on the Size of Cannabis Cultivation Sites Initially of One or Two Acres Per Parcel – Sponsor: County Counsel	GENERAL CONSENSUS OF THE BOARD to direct staff to return with an amended ordinance including language for reducing the cap on cannabis cultivation to 2 acres for a limited time, leaving a cap of 10 percent of the total parcel size in place, and returning by way of public hearings every three years beginning on January 1, 2023 to possibly increase the cap over time, with 5 acres possible on January 1, 2026 and up to ten acres maximum possible no sooner than January 1, 2029.	County Counsel	IN PROCESS	
21-65	6/22/21	4AX)	Adoption of an Ordinance Adopting Mendocino County Code Chapter 22.18 Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 Cannabis Cultivation Sites	GENERAL CONSENSUS OF THE BOARD: Direct County Counsel to make edits to the Memorandum previously released to the full Board regarding the effect of referenda on the Cannabis Ordinance.	County Counsel	IN PROCESS	
21-60	6/9/21	5A)	Noticed Public Hearing - Discussion and Possible Action Including Approval of the Mendocino County Proposed Budget for Fiscal Year (FY) 2021-22, Including All Recommended Actions and Adjustments – Sponsors: Executive Office and Auditor-Controller	GENERAL CONSENSUS OF THE BOARD to direct the Executive Office to present an updated Vehicle Replacement Plan/program, including timelines for implementation.	Executive Office	IN PROCESS	Facilities staff are working with the Executive Office Fiscal Team on a vehicle replacement program and formula and anticipate presenting during the First Quarter Budget.
21-57	6/8/2021	5E)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2021-22, Including All Recommended Actions and Adjustments – Sponsors: Executive Office and Auditor-Controller	GENERAL CONSENSUS OF THE BOARD to Direct staff to review the Boonville Fairgrounds as a potential site for Community Resource Center/public use during outage	Executive Office	IN PROCESS	
21-56	6/8/2021	5E)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2021-22, Including All Recommended Actions and Adjustments – Sponsors: Executive Office and Auditor-Controller	GENERAL CONSENSUS OF THE BOARD to Direct staff to return with an alternate plan for a Pilot Program utilizing both generator and solar options rather than relying on gas powered generators in the event of mass outages throughout the County.	Executive Office	IN PROCESS	Facilities staff are working on an energy assessment of the County's owned real property. It is anticipated that the results of this assessment will include potential projects for Board consideration.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
21-49	5/11/21	4A)	Direction to Staff to Begin Fully Assessing, Billing and Collecting Cannabis Business Tax, in the Current Calendar Year, to Initially Focus Expanded Application on Unlawful Cannabis Cultivation Sites that are Subject to Other Enforcement Action; Further to Direct Treasurer Tax Collector, County Counsel and Code Enforcement to Provide a Report at the End of the Year with Recommendations (Sponsor: Supervisor Williams)	GENERAL CONSENSUS OF THE BOARD to direct staff to return at a future meeting with an agenda item regarding the minimum tax required for cannabis cultivation, including information regarding the appeals process of said cannabis tax.	Cannabis/Treasurer-Tax Collector	IN PROCESS	The program plans to focus on this in November, after the Portal and other items are completed.
21-46	5/4/21	5B)	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) 2020-21; and Adoption of Resolution Amending the FY 2020-21 Adopted Budget (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to direct the Executive Office to work with Department Heads in developing suggestions for one time expenses that will reduce ongoing expenses.	Executive Office	IN PROCESS	
21-45	5/4/21	5B)	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) 2020-21; and Adoption of Resolution Amending the FY 2020-21 Adopted Budget (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to Direct Staff to have all County-Wide Public Facing services/Permit Applications be made available online by the end of calendar year 2021, starting with PBS and Cannabis as a priority; further, that staff is directed to work with the IT Ad Hoc to prioritize the remaining public facing services/permit applications.	Cannabis/Information Services	IN PROCESS	Permit Portal Updates are included in monthly CEO Reports. Weekly Cannabis Technical Team meetings are ongoing and currently focused on monitoring and trouble shooting Portal implementation, and the development of electronic renewal application which we hope to provide the public before the end of the year. Phase 3 application development will be scheduled for development as this pathway is made clear.
21-44	5/4/21	5B)	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) 2020-21; and Adoption of Resolution Amending the FY 2020-21 Adopted Budget (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to Direct PBS Staff to work with the Executive Office to bring back an estimation of the costs associated with bringing the Planning and Building Services permit program online	Planning & Building Services/Executive Office	IN PROCESS	
21-36	4/27/21	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to direct staff to come back with a plan to curtail water hauling under phase one and a plan for enforcement regarding water hauling restrictions going forward	Cannabis	IN PROCESS	
21-34	4/27/21	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to direct staff to include the implementation of a tracking log regarding emergency water hauling for cannabis cultivation including information regarding gallonage, hauling company, source of water, and date.	Cannabis	IN PROCESS	Will be on-going for the Department. Note that additional direction was provided by the Board on 6.22.2021 regarding water hauling, with direction to Counsel to address water hauling sources during the drought.
21-33	4/27/21	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to direct oak woodlands Ad Hoc to provide a status report on the oak woodlands ordinance to the full board within 60 days	Planning & Building Services	IN PROCESS	Outreach has been made to the Ad Hoc created, no meetings have yet been scheduled with staff.
21-31	4/27/21	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD direct staff to bring back a future agenda item regarding hydrological studies and groundwater requirements for agricultural sites exceeding 1500 gallons of pumped water per day by water well	Planning & Building Services/Environmental Health	IN PROCESS	9-12-2021: Reviewing notes to see if this was beyond the inclusion in the draft of Chapter 22.18. Environmental Health will be included as well. Referendum filed.

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
21-30	4/19/21	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to direct staff to notify phase 1 applicants to complete submittal of documents within 60 days.	Cannabis	IN PROCESS	Relates to Portal - Portal is currently live and active.
21-26	4/19/21	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to direct staff to include language regarding discouragement of fencing unless deemed appropriate through the planning commission process, providing it is not deemed otherwise necessary.	Planning & Building Services	IN PROCESS	Will be included in the next draft of the ordinance. Will be included in guidance document that was authorized for the Department to create as part of Chapter 22.18.
21-22	4/19/21	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to direct staff to make a deadline publicly available by the end of April for phase 1 applications/requests for information to be completed.	Cannabis	IN PROCESS	Related to the Cannabis portal system for Phase 1 applicants to re-submit to the department.
21-21	4/19/21	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	BY ORDER OF THE CHAIR to direct staff to provide regular reports to the Board regarding Cannabis.	Cannabis	IN PROCESS	On-going. Committed to continually providing monthly updates via the CEO Report.
21-20	4/19/21	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	BY ORDER OF THE CHAIR direct staff to provide regular reports to the Board regarding Cannabis Code Enforcement monthly within the CEO Report, or on the regular agenda as needed.	Planning & Building Services	IN PROCESS	On-going. First report was provided as part of CeO report for the 6.22.2021 BOS meeting.
21-17	3/23/21	5C)	Discussion and Possible Action Including Adoption of Resolution Adopting a New Classification Director of Information Services (Chief Information Officer), Salary No. 6298; and Amending the Position Allocation Table as Follows: Budget Unit 1960, Add 1.0 FTE Director of Information Services (Chief Information Officer) (Sponsor: Human Resources)	GENERAL CONSENSUS OF THE BOARD: Direct staff to look into the titles of both the "Information Services" department and the proposed "Chief Information Officer" position and see if a switch in titles to include "Information Technology" would be less misleading.	Human Resources	IN PROCESS	
21-15	3/22/21	3B)	Discussion and Possible Action Regarding Presentation to the Board of Supervisors from Behavioral Health and Recovery Services on Status Report of Activities Related to the Mental Health Treatment Act Citizen's Oversight Committee Projects and Programs (Sponsor: Health and Human Services Agency)	GENERAL CONSENSUS OF THE BOARD: Conduct an annual independent audit of Measure B Funds.	Auditor-Controller	IN PROCESS	
21-12	3/9/21	6B)	Supervisors' Reports Regarding Board Special Assignments, Standing and Ad Hoc Committee Meetings, and Other Items of General Interest	GENERAL CONSENSUS OF THE BOARD to include cannabis in the Crop Report going forward, and request an addendum regarding 2019 cannabis data to be reviewed by Supervisor McGourty and included on an upcoming Consent Calendar.	Agriculture/Board of Supervisors	IN PROCESS	7-8-21: We worked with Cal Cannabis and the MCA to send cannabis production surveys. We had very limited results. We also reached out to the county auditor, the treasurer and Kristin Nevedal, Cannabis Program Manager.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
21-07	3/9/21	5D)	Discussion and Possible Action Regarding Presentation of the Fiscal Year (FY) 2020 21 Mid Year Budget Report on the Status of County Departmental Spending and Revenues For FY 2020 21 and Executive Office Recommendations; and Adoption of Resolution Amending the FY 2020 21 Adopted Budget (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD direct staff to provide analysis of how much the county is collecting from different entities, in order to determine how many of the cannabis tax payers are paying the minimum versus how many are paying a percentage of revenue	Auditor/Cannabis/Treasurer/PBS	IN PROCESS	9-15-21: Supervisor Williams has since requested the 'tax roll' from the TTC. Kristin will reach out for this information and provide a data update sometime in November.
21-06	3/9/21	5D)	Discussion and Possible Action Regarding Presentation of the Fiscal Year (FY) 2020 21 Mid Year Budget Report on the Status of County Departmental Spending and Revenues For FY 2020 21 and Executive Office Recommendations; and Adoption of Resolution Amending the FY 2020 21 Adopted Budget (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to Direct the Executive Office, Planning and Building Services, and Auditor's Office to work together to clarify projections of the cannabis tax revenue based on the Planning Departments estimate of how many of these farms will make it to annual license stage.	Executive Office/Planning & Building Services/Auditor	IN PROCESS	
21-04	2/23/21	6B)	Supervisors' Reports Regarding Board Special Assignments, Standing and Ad Hoc Committee Meetings, and Other Items of General Interest	GENERAL CONSENSUS OF THE BOARD to include Measure B direction as a special topic on an upcoming agenda.	Health and Human Services Agency	IN PROCESS	
20-70	1/5/21	4O)	Adoption of Ordinance Amending Mendocino County Code Chapters 1.04, 1.08 and 16.30 Relating to Code Enforcement Procedures and Regulations, Including Administrative Penalty Increases Relating to Stormwater, Cannabis and Building Violations	DIRECTIVE: GENERAL CONSENSUS OF THE BOARD to direct staff to send 5 day notice via certified mail (in relation to agenda item 4o)	Planning & Building Services	IN PROCESS	
20-67	11/17/20	5C)	Discussion and Possible Action Regarding Presentation of the First Quarter Budget Report on the Status of County Departmental Spending and Revenues for Fiscal Year (FY) 2020-21 and Executive Office Recommendations for FY 2020-21 (Sponsor: Executive Office)	Approve recommendations with the exception of increased contribution to the health care plan and direct staff to bring back a comprehensive proposal to shore up health care plan.	Executive Office	IN PROCESS	Update to the BOS coming forward August 2021.
20-66	11/3/20	5G)	Discussion and Possible Action Including 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 (Sponsor: County Counsel)	BY ORDER OF THE CHAIR Agenda Item 5g) is tabled to a later date	County Counsel	IN PROCESS	
20-66	11/3/20	5G)	Discussion and Possible Action Including 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 (Sponsor: County Counsel)	GENERAL CONSENSUS OF THE BOARD to provide direction to staff and to the Districts to respond to concerns raised raised in public comment, to work on changes to District Ordinances and bring those back to the board in the future so that the Districts may take an action upon them.	County Counsel	IN PROCESS	
20-60	9/1/20	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	IN PROCESS	
20-58	8/18/20	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.	County Counsel	IN PROCESS	

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
20-57	8/18/20	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.	County Counsel	IN PROCESS	
20-56	8/18/20	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.	County Counsel	IN PROCESS	
20-55	8/18/20	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	IN PROCESS	
20-53	8/4/20	5D)	Discussion and Possible Action Including Direction to Staff Regarding tProject Homekey (Sponsor: Executive Office)	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	IN PROCESS	
	7/14/20	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 staff to proceed with Streamlining Actions 1 and 2 listed in the attached Memo titled "Mendocino County Code Chapter 6.04, Business Licenses."	Executive Office/Planning & Building/Treasurer-Tax Collector	IN PROCESS	
20-49	7/14/20	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 work plan 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. With work on cannabis, department has not been able to initiate work on this. Will be moving to FY 2021-2022 work priorities.
20-44	6/10/20	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	ON HOLD	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.
20-41	6/9/20	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	IN PROCESS	
20-40	6/9/20	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	IN PROCESS	
20-38	6/9/20	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	IN PROCESS	

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
20-37	6/9/20	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	IN PROCESS	
20-31	4/28/20	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	IN PROCESS	
20-23	3/20/20	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	IN PROCESS	
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	IN PROCESS	
20-19	3/10/20	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	
20-13	2/4/20	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	
20-10	1/21/20	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	
20-08	1/21/20	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	

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
20-03	1/7/20	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.
20-01	1/7/20	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	
D94	11/19/19	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	11/19/19	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	11/12/19	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.
D82	11/12/19	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.	Cannabis	IN PROCESS	Cultivation adhoc working with staff. Kickoff meeting held at 2019 CSAC Conference. 01/13/2020 - Next meeting in January 2020.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
D81	11/12/19	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.
D95	11/5/19	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	11/5/19	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	11/5/19	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.	Cannabis	IN PROCESS	
D75	10/1/19	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.
D99	9/17/19	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	

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
21-71	8/3/2021	4F)	Disband the Cannabis Licensing Ad Hoc Committee Consisting of Supervisor Haschak and Williams	GENERAL CONSENSUS OF THE BOARD to Direct staff to return with an Agenda Item on August 17th, 2021, to explain the scope of and create a Standing Committee consisting of Supervisors Haschak and Mulheren to deal with general ongoing cannabis issues.	Board of Supervisors	COMPLETE	
21-70	8/3/2021	3)	Public Expression	GENERAL CONSENSUS OF THE BOARD to Direct staff to work with Supervisor Mulheren and return on August 17th with an item regarding the state law requiring that department heads are personally responsible for their departments budgets.	County Counsel/Executive Office	COMPLETE	
21-69	6/22/2021	5B)	Noticed Public Hearing - Discussion and Possible Action Including Adoption of a Resolution Approving General Plan Amendment (GP_2021-0001) for the Mendocino County General Plan Safety Element Update (County-Wide) and Addendum to the 2009 General Plan Environmental Impact Report Related Thereto – Sponsor: Planning & Building Services	GENERAL CONSENSUS OF THE BOARD to direct Clerk of the Board and Executive Office staff to work with Supervisor Mulheren to prepare draft revision to agenda summary template to include statement as to how the item further policies related to the safety element in the general plan and bring template to the Board for consideration	Clerk of the Board	COMPLETE	6-30-21: Staff worked with Supervisor Mulheren to build a draft updated template. Once the Clerk of the Board approves it will be complete.
21-68	6/22/2021	5E)	Discussion and Possible Action Including Acceptance of Presentation Regarding Mendocino County Specialty Mental Health Services, Including Approval of Agreement with Redwood Quality Management Company in the Amount of \$17,361,861 to Arrange and Pay for Medically Necessary Specialty Mental Health Services and Mental Health Services Act Community Services and Support Programs for All Ages of Medi-Cal Beneficiaries and the Indigent Population, Effective July 1, 2021 Through June 30, 2022 – Sponsor: Health and Human Services Agency	FORMATION OF AN AD HOC COMMITTEE comprised of Supervisors Mulheren and Williams to develop criteria for greater data collection regarding mental health services outcomes.	Board of Supervisors	COMPLETE	
21-67	6/22/2021	5G)	Discussion and Possible Action Including Direction to Staff to Draft an Ordinance Making Amendments to Chapter 22.18 of the Mendocino County Code, Including, But Not Limited To, Imposing a Phased Cap on the Size of Cannabis Cultivation Sites Initially of One or Two Acres Per Parcel – Sponsor: County Counsel	GENERAL CONSENSUS OF THE BOARD to direct Supervisor McGourty to work with staff to bring back information regarding the amounts of water used for the cultivation of different crops within Mendocino County for comparison.	Board of Supervisors/Cannabis	COMPLETE	8-17-21: Item brought to BOS.
21-64	6/22/2021	4u)	Direction to Staff to Establish County Staff-Based Advisory Committee for the 2021 Redistricting Process and Begin Work Immediately, Including the Creation of a Website for Public Outreach Meeting the Requirements of Elections Code Section 21500, Et Seq.	GENERAL CONSENSUS OF THE BOARD: Direct staff to begin work on the 2021 Redistricting Process website and come back with a proposal for the composition of a hybrid committee model at the next Board of Supervisors meeting.	Executive Office/County Counsel	COMPLETE	
21-63	6/9/2021	5A)	Noticed Public Hearing - Discussion and Possible Action Including Approval of the Mendocino County Proposed Budget for Fiscal Year (FY) 2021-22, Including All Recommended Actions and Adjustments – Sponsors: Executive Office and Auditor-Controller	GENERAL CONSENSUS OF THE BOARD to provide additional funds in the amount of \$95,000 to the Mendocino Fire Safe Council out of the Disaster Recovery budget with a commitment for the money to be paid back at a later date.	Executive Office	COMPLETE	
21-62	6/9/2021	5A)	Noticed Public Hearing - Discussion and Possible Action Including Approval of the Mendocino County Proposed Budget for Fiscal Year (FY) 2021-22, Including All Recommended Actions and Adjustments – Sponsors: Executive Office and Auditor-Controller	FORMATION OF AN AD HOC COMMITTEE comprised of Supervisors Mulheren and Williams to look at funding for unfunded county road repairs.	Board of Supervisors	COMPLETE	
21-61	6/9/2021	5A)	Noticed Public Hearing - Discussion and Possible Action Including Approval of the Mendocino County Proposed Budget for Fiscal Year (FY) 2021-22, Including All Recommended Actions and Adjustments – Sponsors: Executive Office and Auditor-Controller	GENERAL CONSENSUS OF THE BOARD to direct the Chief Executive Officer to reinstitute regular recurring meetings with the Sheriff in order to ensure effective communications regarding Board Policy and Sheriff's Office Operations	Executive Office	COMPLETE	

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
21-59	6/9/2021	5A)	Noticed Public Hearing - Discussion and Possible Action Including Approval of the Mendocino County Proposed Budget for Fiscal Year (FY) 2021-22, Including All Recommended Actions and Adjustments – Sponsors: Executive Office and Auditor-Controller	GENERAL CONSENSUS OF THE BOARD to direct the Executive Office/Information Services to discuss consolidating County IT with Sheriff's Office IT, per Board directive in 2019; return to the Board with an update within 30 days.	Executive Office	COMPLETE	
21-58	6/8/2021	5E)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2021-22, Including All Recommended Actions and Adjustments – Sponsors: Executive Office and Auditor-Controller	GENERAL CONSENSUS OF THE BOARD to refer an item regarding Government Code Section 29121 and Policy 1 Section 1.1.1 to the General Government Committee for the purpose of developing a policy/procedure for enforcement of said policy.	Executive Office	COMPLETE	8-31-21: Item brought forward by Supervisor MM. Referral indexed.
21-55	5/25/2021	6B)	Discussion and Possible Action Including Creation of a Tax Sharing Ad Hoc Committee to Work on the Tax Sharing Agreement between the City of Ukiah and the County of Mendocino – Sponsor: Supervisor Mulheren and Supervisor Gjerde	IT IS ORDERED that the Board of Supervisors approves creation of an Ad Hoc Committee comprised of Supervisors Mulheren and Gjerde to work on the Tax Sharing Agreement between the City of Ukiah and the County of Mendocino.	Board of Supervisors	COMPLETE	
21-54	5/25/2021	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 direct staff to send letter to state legislators in support of Broadband Budget Proposal.	Board of Supervisors/Executive Office	COMPLETE	Worked with Supervisors Gjerde and Williams and Jeff Tyrell to form and send letter. Letter out to all parties on June 1, 2021.
21-53	5/24/2021	6A)	Joint Meeting with the Board of Supervisors and the Library Advisory Board – Sponsor: Supervisor Gjerde and Cultural Services Agency	IT IS ORDERED that an Ad Hoc Committee comprised of Supervisors Gjerde and Haschak be formed to work with the Library Advisory Board regarding budgetary issues.	Board of Supervisors	COMPLETE	
21-52	5/11/2021	5B)	Discussion and Possible Action Including Acceptance of Chief Executive Officer's Summary; and Acceptance of Presentations by Potter Valley Volunteer Fire Department, Redwood Valley County Water District, and the Brooktrails Fire Department and Little Lake Fire Protection District, Regarding Projects for Strategically Investing One Time Pacific Gas & Electric (PG&E) Disaster Settlement Funds (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to direct staff to weigh the first 7 columns on the scoring matrix at a value between 1-10, with the second to last two columns being weighted at a value between 1-15, for a total possible weight of 100.	Executive Office	COMPLETE	
21-51	5/11/2021	8A)	OFF AGENDA ITEM: Chief Executive Officer's Report (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to direct staff to bring a formal plan and budgeting information regarding the Office of Emergency Operations Mass Notifications Plan forward as an item during the June 22, 2021 Board of Supervisors Meeting, including estimated costs for implementation and incorporation into the Information Technology Master Plan.	OES, Information Services	COMPLETE	7-2-21: Brentt: We presented the costs and funding source June 22nd and there were no questions/asks from the BOS. I'd need to see the actual master plan, policies, and have additional discussion before we could do anything additional. Their initial inquire reference the website, however Mass Notification integrates assorted systems (High/low sirens, Tsunami sirens, LRAD systems, everbridge, nixle, social media, staffing, training, etc.). Much of this is far outside ITs lane, so we would really need to discuss the scope of this request if we want to move forward.
21-50	5/11/2021	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 approve transmission of Supervisor McGourty's Letters to Governor Newsom and the University of California Cooperative Extension.	Clerk of the Board	COMPLETE	
21-48	5/4/2021	5D)	Discussion and Possible Action Including Acceptance of Presentation by the Prevention, Recovery, Resiliency, and Mitigation Department (PRRM), Mendocino County Fire Chiefs, Agriculture Department of Mendocino County, the Community Foundation of Mendocino County, the Mendocino County Resource Conservation District, the Redwood Valley-Calpella Fire District, the Mendocino County Cultural Services Agency, the Mendocino County Information Technology Master Plan (ITMP), and the Facilities & Fleet Division of Mendocino County, Regarding Projects for Strategically Investing One-Time Pacific Gas & Electric (PG&E) Disaster Settlement Funds (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to establish a deadline of June 1, 2021 for submittal of projects requesting PG&E Settlement One-Time funds.	Board of Supervisors	COMPLETE	

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
21-47	5/4/2021	5D)	Discussion and Possible Action Including Acceptance of Presentation by the Prevention, Recovery, Resiliency, and Mitigation Department (PRRM), Mendocino County Fire Chiefs, Agriculture Department of Mendocino County, the Community Foundation of Mendocino County, the Mendocino County Resource Conservation District, the Redwood Valley-Calpella Fire District, the Mendocino County Cultural Services Agency, the Mendocino County Information Technology Master Plan (ITMP), and the Facilities & Fleet Division of Mendocino County, Regarding Projects for Strategically Investing One-Time Pacific Gas & Electric (PG&E) Disaster Settlement Funds (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to direct the Department of Agriculture to evaluate the option of using their own departmental revenue to purchase the vehicle rather than using PG&E settlement funds, prior to the Budget Hearings taking place in June.	Agriculture	COMPLETE	7-8-21: This item will come forward at first quarter. Department is working with Central Services and the Executive Office. Estimated income for FY 20/21 was \$979,370. We received \$932,950 as of June 29th 2021. We still have contracts to bill. Estimated Income from Mill tax, unclaimed gas tax and weights and Measures registration fees came in higher than estimated.
21-43	5/4/2021	5B)	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) 2020-21; and Adoption of Resolution Amending the FY 2020-21 Adopted Budget (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to Direct staff to consult with the Auditor, Treasurer-tax Collector, and Cannabis Program Manager and bring back a projection of impacts associated with a loss of cannabis revenue due to State sunseting of Provisional Licenses	Treasurer-Tax Collector/Cannabis/Auditor	COMPLETE	This directive may be Irrelevant and/or Complete. In July / August, via two Budget Trailer Bills, Legislature postponed the sunseting of the Provisional Licensing program until January 1, 2026. The Budget Trailer Bills additionally clarified the renewal process establishing a clear pathway for applicants using an Appendix G checklist to achieve annual licenses. In September 2021, the newly formed Department of Cannabis Control issued draft Emergency Regulations providing additional clarity on the Provisional Licensing Program and Renewal Requirements.
21-42	4/28/2021	3A)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Amending Mendocino County Code Chapter 6.36 and Chapter 20.243 Regarding Cannabis Facilities (continued from April 27, 2021) (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to direct the Clerk of the Board to work with Supervisor Mulheren on scheduling a future item regarding small scale commercial cannabis cultivation on parcel sizes not included under the currently proposed ordinance	Clerk of the Board	COMPLETE	7-8-21: This item was previously agendized. Supervisor Mulheren puled it with the intent that it will come back at a later date.
21-41	4/28/2021	3A)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Amending Mendocino County Code Chapter 6.36 and Chapter 20.243 Regarding Cannabis Facilities (continued from April 27, 2021) (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to direct staff to remove street limitations from cannabis farmers markets within section (8)(b) of the draft facilities ordinance	Planning & Building Services	COMPLETE	Will be included in the next draft of the ordinance. Completed on 4.28.2021 and 5.25.2021.
21-40	4/27/2021	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to uphold planning commission recommendation I from the April, 19, 2021 Memo to the BOS.	Planning & Building Services	COMPLETE	Will be included in the next draft of the ordinance. Completed on 6.2.2021 & 6.22.2021, referendum filed.
21-39	4/27/2021	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to uphold planning commission recommendation H from the April, 19, 2021 Memo to the BOS.	Planning & Building Services	COMPLETE	Will be included in the next draft of the ordinance. Completed on 6.2.2021 & 6.22.2021, referendum filed.
21-38	4/27/2021	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to uphold planning commission recommendation G from the April, 19, 2021 Memo to the BOS.	Planning & Building Services	COMPLETE	Will be included in the next draft of the ordinance. Completed on 6.2.2021 & 6.22.2021, referendum filed.

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
21-37	4/27/2021	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to uphold planning commission recommendation F from the April, 19, 2021 Memo to the BOS.	Planning & Building Services	COMPLETE	Will be included in the next draft of the ordinance. Completed on 6.2.2021 & 6.22.2021, referendum filed.
21-35	4/27/2021	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD Direct staff to include language for a 2 year phase out of water hauling for cannabis cultivation for phase 1 applicants moving into phase 3, with the intent to have all water hauling phased out by the January 1, 2023.	Planning & Building Services	COMPLETE	Board reversed direction on this as part of the Ordinance adopted on 6.2.2021 an 6.22.2021 to instead prohibit water hauling under Chapter 22.18. Referendum filed.
21-32	4/27/2021	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD direct staff to remove the allowances for small and medium indoor cannabis operations on Rural Residential, Rangeland, and Upland Residential parcels from Appendix A	Planning & Building Services	COMPLETE	Will be included in the next draft of the ordinance. Completed on 6.2.2021 & 6.22.2021, referendum filed.
21-29	4/19/2021	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to accept Planning Commission recommendation to keep provisions in section 22.18.030 regarding cultivation exempt from a permit in Chapter 10A.17.	Planning & Building Services	COMPLETE	Will be included in the next draft of the ordinance. Completed on 6.2.2021 & 6.22.2021, referendum filed.
21-28	4/19/2021	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to incorporate a hydrological study requirement on new wells for cannabis cultivation.	Planning & Building Services	COMPLETE	Will be included in the next draft of the ordinance. Completed on 6.2.2021 & 6.22.2021, referendum filed.
21-27	4/19/2021	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to Direct staff to incorporate use permit process that would allow for up to ten percent of a parcel zoned for AG, and in Rangeland cases where existing disturbed soil is present, to be used for cannabis cultivation.	Planning & Building Services	COMPLETE	Will be included in the next draft of the ordinance. Completed on 6.2.2021 & 6.22.2021, referendum filed.
21-25	4/19/2021	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD direct staff to make amendments allowing outdoor cultivation on rangeland only on parcels previously cleared, tilled, with a history of crop cultivation and developed water irrigation system prior to 2015.	Planning & Building Services	COMPLETE	Will be included in the next draft of the ordinance. Completed on 6.2.2021 & 6.22.2021, referendum filed.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
21-24	4/19/2021	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	BY ORDER OF THE CHAIR Direct staff to bring a few different options back to the Board at the Special Meeting on April 27 th , 2021 regarding the possible limiting of indoor and mixed light cultivation based upon the discussion today.	Planning & Building Services	COMPLETE	Will be included in the next draft of the ordinance.
21-23	4/19/2021	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to direct staff to use the phase 1 slope restrictions for phase 1 applicants who reapply under phase 3, due to failing to secure a state annual license.	Planning & Building Services	COMPLETE	Will be included in the next draft of the ordinance. Completed on 6.2.2021 & 6.22.2021, referendum filed.
21-19	4/6/2021	4)	Consent Calendar	GENERAL CONSENSUS OF THE BOARD to direct staff to return with an item and report out regarding Crisis Intervention Training at the April 12th, 2021 meeting.	HHSA-PH	COMPLETE	
21-18	3/23/2021	6B)	Supervisors' Reports Regarding Board Special Assignments, Standing and Ad Hoc Committee Meetings, and Other Items of General Interest	BY ORDER OF THE CHAIR: An additional Special Meeting solely focused on the topic of Cannabis will be agendized for April 19th.	Board of Supervisors	Complete	
21-16	3/22/2021	3A)	Discussion and Possible Action Including Direction to Staff Regarding an Ordinance Adding Chapter 2.8 - Terms of Members Appointed to Boards and Commissions to the Mendocino County Code, Setting Member Term Length for Various Bodies, Including the Mental Health Citizen's Oversight Committee (Sponsor: County Counsel)	GENERAL CONSENSUS OF THE BOARD: Direct Staff to establish a 4 year term to be aligned with the Supervisorial term of the current Designee/Office Holder for seats on Boards and Commissions with unspecified term lengths.	Clerk of the Board	COMPLETE	
21-14	3/22/2021	3B)	Discussion and Possible Action Regarding Presentation to the Board of Supervisors from Behavioral Health and Recovery Services on Status Report of Activities Related to the Mental Health Treatment Act Citizen's Oversight Committee Projects and Programs (Sponsor: Health and Human Services Agency)	GENERAL CONSENSUS OF THE BOARD direct staff to look at both the Ranch and Whitmore Lane as possible locations for the Psychiatric Health Facility, and bring proposals back to the Board, including costs and feasibility of operating a PHF unit.	HHSA-MH	COMPLETE	
21-13	3/9/2021	6B)	Supervisors' Reports Regarding Board Special Assignments, Standing and Ad Hoc Committee Meetings, and Other Items of General Interest	BY ORDER OF THE CHAIR formation of an Ad Hoc consisting of Supervisors Mulheren and Williams to work on COVID Response.	Board of Supervisors	COMPLETE	
21-11	3/9/2021	5C)	Discussion and Possible Action Including Acceptance of the 2019 Mendocino County Crop Report Presentation from the Agricultural Commissioner	GENERAL CONSENSUS OF THE BOARD to include cannabis in the Crop Report going forward.	Agriculture	COMPLETE	There is little or no information available for the cannabis addendum to the 2019 crop report.
21-10	3/9/2021	5D)	Discussion and Possible Action Regarding Presentation of the Fiscal Year (FY) 2020-21 Mid-Year Budget Report on the Status of County Departmental Spending and Revenues For FY 2020-21 and Executive Office Recommendations; and Adoption of Resolution Amending the FY 2020-21 Adopted Budget (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to direct staff to bring back informational reports showing their actual relative to budget, showing which departments have maintained their budget, which have run over, and by how much.	Executive Office	COMPLETE	Attached to CEO report.
21-09	3/9/21	5D)	Discussion and Possible Action Regarding Presentation of the Fiscal Year (FY) 2020-21 Mid-Year Budget Report on the Status of County Departmental Spending and Revenues For FY 2020-21 and Executive Office Recommendations; and Adoption of Resolution Amending the FY 2020-21 Adopted Budget (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD direct staff to bring back cost estimates for generator installation at publicly used county facilities for use during future PSPS events and to analyze internet installation options, including Starlink, at such facilities.	Executive Office	COMPLETE	

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
21-08	3/9/2021	5D)	Discussion and Possible Action Regarding Presentation of the Fiscal Year (FY) 2020-21 Mid-Year Budget Report on the Status of County Departmental Spending and Revenues For FY 2020-21 and Executive Office Recommendations; and Adoption of Resolution Amending the FY 2020-21 Adopted Budget (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to provide funding in the amount of \$250,000 for implementation of Cloud Based Office 365 for County email and direction to staff to proceed as quickly as possible with implementing the program.	Executive Office	COMPLETE	Funding allocated
21-05	2/23/2021	6A)	Discussion and Possible Action Including Cannabis Cultivation Phase 1 Update, Status of the Third Party California Environmental Quality Act Consultant Framework and Process, Clarification of Environmental Mitigation Measures in 10A.17, Correction of Sunset Relocation Date for Coastal Area, and SB59 Support (Sponsor: Cannabis Ad Hoc Committee of Supervisors Haschak and Williams)	GENERAL CONSENSUS OF THE BOARD to edit the letter supporting SB59 to include evidence of progress with CEQA.	Board of Supervisors	COMPLETE	
21-03	2/23/2021	6b.)	Supervisors' Reports Regarding Board Special Assignments, Standing and Ad Hoc Committee Meetings, and Other Items of General Interest	GENERAL CONSENSUS OF THE BOARD to invite George Gonzalez, of Cal Fire, to return with an update regarding fire mitigation in Mendocino County	Board of Supervisors	COMPLETE	
21-02	1/5/2021	5H)	Discussion and Possible Action Including Adoption of Mendocino County's 2021 Legislative Platform (Sponsor: Executive Office)	DIRECTIVE: BY ORDER OF THE CHAIR direct Supervisors McGourty and Williams to work with staff on the Legislative Platform, to incorporate Mendocino Cannabis Alliance recommendations, and Covelo Cannabis Advocacy Group recommendations; also to incorporate advocacy of streamlining efforts for better vegetation management in our federal forests, with the Platform to return at a later date to the Board.	Executive Office/Board of Supervisors	COMPLETE	
21-01	1/5/2021	5E)	Discussion and Possible Adoption of Resolution Regarding Board Standing Committees for 2021 and Adoption of the Standing Committees Master Meeting Calendar for 2021 (Sponsor: Executive Office)	DIRECTIVE: GENERAL CONSENSUS OF THE BOARD to Refer to the General Government Standing Committee the process for regular Board member input in determining Board Special Assignments	Board of Supervisors	COMPLETE	
20-69	12/8/2020	5J)	Discussion and Possible Action Including Direction Regarding Various Solid Waste Matters (Countywide) (Sponsor: Transportation)End Recommended Action/Motion:	GENERAL CONSENSUS OF THE BOARD to direct the Director of Transportation to engage in competitive bidding process for Waste Management providers	Transportation	COMPLETE	The Board gave direction to DOT to extend the existing agreement.
20-68	11/17/2020	5I)	Discussion and Possible Action Regarding Department of Transportation Director's Approval of Rate Adjustments for Solid Waste Collection Area Number Two (Fort Bragg and Ukiah Areas) (Sponsor: Transportation)	DIRECTIVE: BY ORDER OF THE CHAIR direct staff to return with discussion surrounding retroactive fees for Closed Session discussion	Transportation	COMPLETE	
20-65	10/20/2020	8A)	Approval of Retroactive Agreement with Brokaw Design in the Amount of \$52,700 for Project Homekey Transitional Housing Renovation Design Services Term Starting October 7, 2020 to March 31, 2021	GENERAL CONSENSUS OF THE BOARD to hold a meeting to address some of the concerns of the community related to the purchase of Real Property Location 555 South Orchard.	Executive Office	COMPLETE	
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	COMPLETE	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	COMPLETE	

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
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
	9/22/2020	5B)	Discussion and Possible Action Regarding the Receiving and Filing of the Wildfire Vulnerability Assessment and Public Outreach Plan for Mendocino County; Adoption of the Emergency Evacuation Plan as Annex A to the Existing County Emergency Operations Plan (Sponsor: Sheriff-Coroner)	GENERAL CONSENSUS OF THE BOARD to authorize Supervisors McCowen and Williams to work with staff to being forward Ordinance changes necessary to implement the "Road Naming Issues Proposal."	Board of Supervisors	COMPLETE	
	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 request Supervisors having COVID related questions to call the Call Center rather than the Department Operations Center	Board of Supervisors	COMPLETE	
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	COMPLETE	Current signs will be maintained through November, one permanent sign in place and negotiations with additional landowners for sites are underway.
20-59	9/1/20	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	COMPLETE	Facilities was given direction in May 2021 to proceed with the feasibility of a PHF at the County's owned property on Whitmore lane. Progress reports are presented monthly to the Board via the CEO Report.
	9/1/2020	5B)	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 request the Executive Office proceed with a Promotors de Salud model for community outreach to address health inequities of COVID-19.	Executive Office	COMPLETE	
	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 request Supervisor McCowen work with staff on Use Permits.	Board of Supervisors/Planning & Building	COMPLETE	

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
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	COMPLETE	
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	COMPLETE	On-going: PBS staff have been meeting regularly with this Ad Hoc Committee, and the Ad Hoc has been reporting out to the Board.
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 Hocs 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	COMPLETE	
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	COMPLETE	
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 CDFR 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	COMPLETE	
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	COMPLETE	
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	COMPLETE	
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	
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	COMPLETE	

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
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	COMPLETE	
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	COMPLETE	
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 CONSENSUS 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	COMPLETE	
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 Services	Complete	This was addressed as part of the pro-active enforcement discussions that have happened in the last few months.
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	
20-30	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	COMPLETE	
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 st at 9:00 A.M.	Board of Supervisors	COMPLETE	

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
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	COMPLETE	
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	COMPLETE	
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/Transportation	COMPLETE	\$15,000 appropriated by the BOS (\$13,000 for consultant, no hire) Department has expended about \$20,000 staff effort to date. Ad Hoc sunsetted.
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	COMPLETE	
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.
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	COMPLETE	
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	COMPLETE	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	COMPLETE	The meetings with the community were held. The ordinance 10A-15 was rewritten.

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
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.
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	COMPLETE	
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.
20-07	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	COMPLETE	
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	COMPLETE	01/13/2020 - Item in process. Regional meeting to be held January 2020.
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.
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 Supervisor Williams, IT IS ORDERED that the Board of Supervisors conducts a Community Forum in accordance with Government Code section 7283.1; receives report regarding County law enforcement agencies interaction and communications with ICE regarding access to individuals for civil immigration enforcement in 2018; and receives public comment. The motion carried by the following vote:	Board of Supervisors	COMPLETE	

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
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
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	COMPLETE	01/13/2020 - Integrated Wildlife Damage Management Program webpage, including non-lethal information is under development by Ag department. 7-8-21: 21/22 Agreement in process. EQA for the integrated wildlife damage program was approved by the BOS. The agreement for FY 20/21 and the following 5 years were signed by the county board of supervisors. Current direction is to work with a subcommittee to introduce alternatives processes to the proposed 21/21 wildlife services agreement. I worked with USDA and reached out to the committee members with possible additions and updates to the FY 21/22 agreement.
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	COMPLETE	
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
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.
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
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	COMPLETE	01/14/2020 - Staff continue investigations on process and pricing.
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	COMPLETE	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 goding system to the Office of Emergency Services with a request to report back within sixty days.	Office of Emergency Services	COMPLETE	01/13/2020 - Item in progress. 7-8-21: Brentt appears to be outside OES's authority (OES does not manage dispatch in Mendocino County). I'll discuss this phone application with our dispatch manager's, but state and federal regulations dictate 9-1-1/PSAP services. Otherwise, there are several apps and techniques for the public to identify their location. https://what3words.com/business/emergency/
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	COMPLETE	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	COMPLETE	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	COMPLETE	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	COMPLETE	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	COMPLETE	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	COMPLETE	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	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. 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.
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	COMPLETE	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.

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
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	COMPLETE	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	COMPLETE	Director of Transportation continues to research possible grants for Little River Airport 7-1-21: Done; still looking for \$600,000 for jet fuel that will lose money if ever installed based on flight operations.
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	COMPLETE	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	COMPLETE	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	COMPLETE	Executive Office staff are in the process of a space analysis. The Willits Justice Center is included 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	COMPLETE	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	COMPLETE	Partially complete 9/23/19 - General Government Committee: CEO believes most of this is complete. Ongoing.
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	COMPLETE	Currently in Process. Health and Human Services Agency Director will be providing language.

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
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	
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 Dunicliff 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.

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
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.
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.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
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.
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 cycle.	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.
	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

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
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.
	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.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
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.
	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.

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	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	
	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.

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	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.
	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.
	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.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	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
	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	

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	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 Planning Commission meeting.	Executive Office/Planning & Building Services	COMPLETE	
	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.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
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
	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

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 to extend Temporary Cannabis Facility Business Licenses (CFBL) to December 31, 2018.	County Counsel	COMPLETE	COMPLETE
	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.
	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.

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 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.
	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.

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	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
	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	
	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	

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	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 9-23-19: 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.

2017-19 COMPLETED DIRECTIVES

INTERNAL DOCUMENT ONLY

	A	B	C	D	E	F	G
1	Directive Number	Date	Directive	Updates	Department	Assigned to	Status
		01-02-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff research whether Solid Waste Hearing Body should remain an active assignment.	Solid Waste Hearing body no longer active.	EO	Steve Dunicliff	COMPLETE
2		01-09-18 - BOS Directive	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.	4-16-18: Cass will f/u with Tammy.	Executive Office	Nash Gonzalez	COMPLETE
3		02-05-19 - BOS Directive	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 intraspecies 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	2/26/19: Adoption of Urgency Ordinance. Ordinance scheduled for first reading 4/9/19	CoCo	Matt	COMPLETE
4	D6	01-09-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to activate Second Access Ad Hoc Committee and to appoint Supervisor Gjerde and Haschak to serve on Ad Hoc.		COB	Karla	COMPLETE
5		01-09-19 - BOS Directive	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.		COB	Karla	COMPLETE
6		01-09-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD THAT staff shall prepare an agenda item for the next Measure B committee meeting regarding recommendations for legal counsel.		EO		COMPLETE
7		01-09-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to modify the Legislative Platform regarding GMO's, adding, "advocate for local control over these issues"	GMO section removed based on board direction and local control section allows action.	EO	Sarah	COMPLETE
8		01-22-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that in respect to 2017 Fire Recovery Report, monthly written reports shall be submitted in lieu of standing agenda item.	In process	EO	Nash	COMPLETE
9		01-22-19 - BOS Directive	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.	Working with Supervisors, Ag, and PBS on Ad Hoc	BOS	Sarah	COMPLETE
10		01-22-19 - BOS Directive	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.		AG	Harinder	COMPLETE
11		02-05-19 - BOS Directive	5c) Refers 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		HHSA		COMPLETE
12	D10	02-26-19 - BOS Directive	6d) The Board of Supervisors directs staff to schedule a subsequent workshop/presentation on April 2, 2019 April 16, 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	3/26/19: Amendment of Master Meeting Calendar adding 4/16/19 meeting			COMPLETE
13	D23	03-19-19 - BOS Directive	5c) 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 the Marbut Report; emergency services and preparedness; emergency access routes and vegetation control; Climate Action Committee; Potter Valley Project; and salaries for County employees.	Budget hearings held June 4-5, 2019; budget adopted June 18, 2019.			COMPLETE
14	D27	03-26-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD directing to staff that there shall be a standing agenda item on status of the development of overlay zones.	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 EO to PBS budget at Mid-Year adjustments; overlay development to be discussed at June 12, 2018 meeting.	Executive Office	Carmel Angelo	COMPLETE
15		03-21-17 - BOS Directive	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	Terminated in January 2019.	EO	Sarah	COMPLETE
16		03-21-17 - BOS Directive	Direction to staff that Admin Center Roof and HVAC Replacement Project - South Wing item shall come back for further direction as part of the Capital Improvement Program		EO		COMPLETE
17		03-27-18 - BOS Directive	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)		EO		COMPLETE
18		04-10-18 - BOS Directive					COMPLETE

2017-19 COMPLETED DIRECTIVES

INTERNAL DOCUMENT ONLY

	A	B	C	D	E	F	G
19		04-24-18 - BOS Directive	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.	Done	Executive Office	Steve Dunicliff	COMPLETE
20		04-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall explore reducing sensitive receptor setback from 1000 square feet to 600 square feet (possible limitation of reduced setbacks pursuant to State law or regulation), Assistant County Counsel shall review issue further.	COMPLETE	PBS/CoCo	Christian Curtis	COMPLETE
21		04-24-18 - BOS Directive	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.	COMPLETE	Ag	Harinder Grewal/Matt Kiedrowski	COMPLETE
22		04-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that one-time revenue shall be used for one-time expenses.	DONE	Executive Office	EO Budget Team	COMPLETE
23		04-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall develop options for an updated Emergency Medical Services (EMS) model.	EMS presented to the Board of Supervisors ; direction given to staff.	HHSA	Tammy Moss Chandler	COMPLETE
24		04-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall review County online payment fee structure.	In process through IT Master Plan.	TTC	Shari Schapmire	COMPLETE
25		04-24-18 - BOS Directive	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.	Ongoing	BOS		COMPLETE
26		04-24-18 - BOS Directive	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.	10-26-18 Update: Ordinance is in process of preparation.	PBS/CoCo	Brent Schultz/Matt Kiedrowski	COMPLETE
27		04-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD staff shall review distribution and processing facilities Ordinance.	10-26-18 Update: Cannabis group is working on this.	PBS/CoCo	Brent Schultz/Matt Kiedrowski	COMPLETE
28		04-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall explore the use of interns and volunteers.	Using interns and volunteers when appropriate	Human Resources	Heidi Dunham	COMPLETE
29		05-08-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to schedule a special meeting on June 12, 2018.	Karla prepared an item to amend master meeting calendar for 5/22 meeting; Board approved amendment to calendar on 5/22.	COB	Karla Van Hagen	COMPLETE
30		05-08-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to have Cannabis Program Manager include a list of the eight Cannabis working groups along with a matrix for when the outstanding issues can be presented to the Board for consideration in his May 22, 2018 presentation.	Cannabis Program Manager to include this in his June 12, 2018, presentation to the Board	Cannabis Program	Harinder Grewal	COMPLETE
31		05-08-18 - BOS Directive	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).	Included in Cannabis Ordinance being presented to the BOS on 5/22/18	County Counsel	Matt Kiedrowski	COMPLETE
32		05-08-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to extend Temporary Cannabis Facility Business Licenses (CFBL) to December 31, 2018.	Included in Cannabis Ordinance being presented to the BOS on 5/22/18	County Counsel	Matt Kiedrowski	COMPLETE
33		05-08-18 - BOS Directive	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	Sarah Dukett	COMPLETE
34		05-08-18 - BOS Directive	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.	Forecasted for July 10, 2018	HHSA		COMPLETE
35		05-08-18 - BOS Directive	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.	Funding discussed during budget hearing	HHSA	Janelle Rau	COMPLETE
36		05-08-18 - BOS Directive	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	Sarah Dukett	COMPLETE
37		05-22-18 - BOS Directive	BY ORDER OF THE CHAIR Supervisors Brown and Croskeyare appointed to an Ad Hoc Committee regarding responses to the 2017-18 Grand Jury reports.	Ad Hoc Committee Index updated 5/23	Executive Office	Board Directive	COMPLETE
38	D34	04-24-18 - BOS Directive	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 ridge line. Options for changes were requested, which may include whether this requirement is only appropriate for suburban locations.	Board direction given on November 16, 2018 BOS meeting. Will be part of the 2019 10A. 17 amendments.	PBS/CoCo	Board Directive	COMPLETE
39		06-05-18 - BOS Directive	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.	Included in 6/6/18 budget discussion	Executive Office	Board Directive	COMPLETE
40		06-05-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that it is in favor of moving forward with Microbusiness amendments.		CoCo	Carmel Angelo/Sarah Dukett/Steve Dunicliff	COMPLETE
41		06-06-17 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that the Health and Human Services Agency shall issue two Request for Proposals (RFP). One RFP for Dispatch Services and the second for Exclusive Operating Ara for Ambulance Services.	No EOA RFP. EOA RFP completed.	HHSA	Janelle Rau	COMPLETE

2017-19 COMPLETED DIRECTIVES

INTERNAL DOCUMENT ONLY

	A	B	C	D	E	F	G
42		06-12-18 - BOS Directive	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.	Reported out on 8/7/18. Board closed out building use and overlay (following ordinance adoption). Brought on non-cultivation.	EO		COMPLETE
43		06-19-18 - BOS Directive	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.		CSA	Karen	COMPLETE
44		06-19-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that the remaining Round Valley Advanced Life Support funds be used toward purchasing an ambulance.		HHSA		COMPLETE
45		07-10-17 - Committee Directive	See GG Referral - 1. General consensus of the General Government Committee that the Chief Executive Officer shall consult with 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	Carmel Angelo	COMPLETE
46		07-10-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that the County shall defer any further discussion regarding a hiring freeze until the first quarter budget report	No further discussion			COMPLETE
47	D43	07-24-18 - BOS Directive	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.	02/18/19: Museum director has been contacted; will coordinate transfer of display. 4/2/19: Karen Mattson 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	Museum		COMPLETE
48		07-31-18 - BOS Directive	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.	COMPLETE	Executive Office	Carmel Angelo	COMPLETE
49		08-07-18 - BOS Directive	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 and 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 and 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 and 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 Planning Commission meeting.	All items complete.	Executive Office/PBS	Board Directive	COMPLETE
50		08-07-18 - BOS Directive	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	COMPLETE	BOS	Janelle Rau	COMPLETE
51		08-07-18 - BOS Directive	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	Carmel Angelo	COMPLETE
52		08-21-18 - BOS Directive	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		DOT	Howard Dashiell	COMPLETE

2017-19 COMPLETED DIRECTIVES

INTERNAL DOCUMENT ONLY

	A	B	C	D	E	F	G
53		08-21-18 - BOS Directive	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.	2/10/19 In progress. OpenGov software has been reviewed for fuctionality, 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 through December 2018. Mid year. Metric and dahsboards 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.	EO	Darcie Antle/ Janelle Rau	COMPLETE
54		08-21-18 - BOS Directive	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.		BOS		COMPLETE
55		08-21-18 - BOS Directive	Directing HHSa to return to the BOS for a presentation and approval of a plan for the use of the resulting allocated funds prior to disbursement. <i>(Agenda Item 4k - 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)</i>				COMPLETE
56		09-11-18 - BOS Directive	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.		BOS		COMPLETE
57		10-06-18 - BOS Directive	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."	Presented to the Board on 10/16/18	HR	Heidi Dunham	COMPLETE
58		10-06-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that the Behavioral Health Advisory Board shall provide their recommendations regarding the Kemper Report to the Board of Supervisors.		HHSA	Tammy Moss Chandler	COMPLETE
59		10-06-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD for staff to include Western Hills Project in future Fire Recovery Updates when there is new information to report.		EO	Nash Gonzalez and Steve Dunicliff	COMPLETE
60		10-06-18 - BOS Directive	Approves the creation of three Mendocino County EMS positions to support EMS services, including an EMS Administrator, EMS Specialist and EMS Medical Director (part time), but do not yet fill positions pending further board direction				COMPLETE
61		10-06-18 - BOS Directive	Directs staff to work with the Clerk of the Board to establish EMCC Committee membership application processes and other procedures as needed.				COMPLETE
62		10-16-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD for Executive Office staff to coordinate with DOT and our contracted grantwriter who could assist with this project; and grant writer outreach to CALFIRE, et. al. Former Ad Hoc members participating in collaborative process. <i>Agenda Item 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</i>	Done. Submitted through MCOG. LACO assisted under County direction and contract.			COMPLETE
63		10-16-18 - BOS Directive	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 through 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	Invoice has been paid in FY 18/19.			COMPLETE
64		10-24-17 - BOS Directive	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	Sarah Dukett	COMPLETE
65		10-24-17 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that the Recovery Task Force shall hold monthly community meetings for the public to address their issues/concerns which shold, if possible, include CAL OES and FEMA.	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 OES, USACE, and other State and Federal partners as well as elected officials.	Executive Office	Tammy Moss Chandler	COMPLETE

2017-19 COMPLETED DIRECTIVES

INTERNAL DOCUMENT ONLY

	A	B	C	D	E	F	G
66		11-06-18 - BOS Directive	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 process).				COMPLETE
67		11-13-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD for Agricultural Commissioner to include permit types in reports to the Board.	Included in commissioner's report during cannabis items	Ag	Sarah/Harinder	COMPLETE
68		11-13-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall return the Retirement Administrator Proposed Agreement to the Mendocino County Employees (MCERA) 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 HR); 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). MCERA Board to provide salary comparables when this item returns to the Board.	ITEM ON 12/18/18 BOS AGENDA	MCERA	Carmel/James Willbanks	COMPLETE
69		11-13-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD for staff to prepare an item for the December 18, 2018, meeting regarding the roof repair Capital Improvement Project	ITEM ON 12/18/18 BOS AGENDA	EO	Steve Dunicliff	COMPLETE
70		11-13-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that Planning and 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).		PBS	Steve/ Brent	COMPLETE
71		11-16-18 - BOS Directive	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.		CoCo/PBS		COMPLETE
72		12-04-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall provide a brief update regarding CCA at the December 11, 2018 Board of Supervisors meeting.	On 12/11/18 BOS Agenda	Ag/EO	Sarah Dukett	COMPLETE
73		12-11-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall bring forward an item in January, 2019, regarding CCA		EO/TTC	Shari/ Sarah	COMPLETE
74		12-11-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall provide an update regarding building related issues, as they apply to the Cannabis program.		PBS	Brent	COMPLETE
75		12-18-19 - BOS Directive	Staff directed to notify all affected landowners of final decision of establishment of shorter Williamson Act Contracts for Calendar year 2019, and the right to prevent the reduction in term by serving notice of non-renewal.		ACR/AG		COMPLETE
76		12-18-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that Staff shall move forward with Capital Improvement Project priorities as follows: Main jail, EOC, 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).				COMPLETE
77		12-18-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that this item is returned to staff for further clarification regarding the County's tax liability. (Agenda Item 4K) Funding Agreement with the Pacific Forest and Watershed Lands Stewardship Council in the Amount of \$442,564 to Implement a Tax Neutrality Requirement)				COMPLETE
78	D5	02-05-19 - BOS Directive	Staff is directed to research the feasibility of reactivating CSA 3 and to provide letter signed by the Chair to the State Controller and/or LAFCO asking for a delay while the Board determines options		CoCo	Christian Curtis	COMPLETE
79	D18	03-12-19 - BOS Directive	5h) GENERAL CONSENSUS OF THE BOARD that the Measure B committee is encouraged to review and prioritize the Kemper Report recommendations.	3/27/19 Directive to be presented to Committee	EO		COMPLETE
80	D55	04-16-19 - BOS Directive	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.	Climate Action Committee Resolution adopted 7/6/19			COMPLETE
81	D59	04-23-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that Supervisors Williams and Gjerde provide an item regarding offshore oil drilling for the May 7, 2019 meeting.				COMPLETE
82	D39	05-22-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that Planning and Building Services shall present an agenda item regarding "Special Circumstance" fee waivers at a future Board of Supervisors meeting		PBS	Brent Schultz	COMPLETE
83	D57	04-23-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD for staff to provide a letter of support for Quagga and Zebra muscle grant funding				COMPLETE
84	D58	04-23-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to provide a letter of opposition regarding AB 1366.				COMPLETE
85		03-12-19 BOS Directive	5h) 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.	Heidi provided an update to the Board on March 26, 2019	Human Resources	Heidi Dunham	COMPLETE
86		12-5-17 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that the Measure B Oversight Committee shall provide regular reports to the Board of Supervisors.	Ongoing	Executive Office	Carmel Angelo	COMPLETE
87		02-05-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff SHALL prepare an item regarding Hemp moratorium for the February 26, 2019, Board of Supervisors meeting.	Scheduled for 2/26/19	CoCo	Matt Kiedrowski	COMPLETE

2017-19 COMPLETED DIRECTIVES

INTERNAL DOCUMENT ONLY

	A	B	C	D	E	F	G
88	D65	06-04-19 BOS Directive	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.	Item was approved by the Board on July 18, 2019			COMPLETE
89	D71	06-19-19 BOS Directive	7a) Upon motion by Supervisor Williams, seconded by Supervisor McCowen, IT IS ORDERED that the Board of Supervisors directs staff to return with a new 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.	Item was approved by the Board on July 9, 2019	AQMD	Barbara	COMPLETE
90	D67	06-05-19 BOS Directive	5a) Upon motion by Supervisor Gjerde, seconded by Supervisor Haschak, IT IS ORDERED that the Board of Supervisors approves the FY 2019-20 Mendocino County Proposed Budget including all CEO 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.		EO/AUDITOR		COMPLETE



Mendocino County Board of Supervisors Agenda Summary

Item #: 3b)

To: Board of Supervisors

From: Human Resources

Meeting Date: September 27, 2021

Department Contact: Anne Molgaard
Department Contact: William Schurtz
Department Contact: Cherie Johnson

Phone: 472-2770
Phone: 234-6600
Phone: 463-4441

Item Type: Regular Agenda

Time Allocated for Item: 30 Min.

Agenda Title:

Discussion and Possible Action Including Acceptance of an Update on the County's Diversity, Equity and Inclusion Efforts
(Sponsor: Human Resources)

Recommended Action/Motion:

Accept update on the County's Diversity, Equity and Inclusion efforts and provide feedback and direction to staff.

Previous Board/Board Committee Actions:

In response to presentations and requests from advocacy groups in the County, the Board of Supervisors directed the Chief Executive Officer and Human Resources Director to move toward drafting a position description, recruiting and hiring a position tentatively referred to as an "Equity Officer."

Summary of Request:

Staff will present to the Board for its feedback and direction: their summary of the salient points brought up during various meetings with the advocacy groups during spring and summer; progress on the hiring timeline; and recommended next steps.

Alternative Action/Motion:

None.

How Does This Item Support the General Plan? N/A

Supervisory District: All

vote requirement: Majority

Supplemental Information Available Online At: [Office of Equity | Mendocino County, CA](https://www.mendocinocounty.org/government/board-of-supervisors/office-of-equity)
<<https://www.mendocinocounty.org/government/board-of-supervisors/office-of-equity>>

Item #: 3b)

Fiscal Details:

source of funding: N/A

current f/y cost: N/A

annual recurring cost: N/A

budget clarification: N/A

budgeted in current f/y: N/A

if no, please describe:

revenue agreement: N/A

Agreement/Resolution/Ordinance Approved by County Counsel: N/A

CEO Liaison: Executive Office

CEO Review: Yes

CEO Comments:

FOR COB USE ONLY

Executed By: Atlas Pearson, Deputy Clerk I

Date: September 27, 2021

Final Status:**No Action Taken**





Mendocino County Board of Supervisors Agenda Summary

Item #: 3C)

To: Board of Supervisors

From: Human Resources

Meeting Date: September 27, 2021

Department Contact: William Schurtz

Phone: 234-6600

Item Type: Regular Agenda

Time Allocated for Item: 1 hour

Agenda Title:

Discussion and Possible Action Including Acceptance of Informational Presentation by Human Resources Regarding County Vacancies and Recruitment Activities and Processes
(Sponsor: Human Resources)

Recommended Action/Motion:

Accept the informational presentation by Human Resources regarding County vacancies and recruitment activities and processes.

Previous Board/Board Committee Actions:

August 17, 2021 the Board gave direction for Human Resources regarding County vacancies and recruitment activities and processes.

Summary of Request:

During its August 17, 2021 meeting, the Board of Supervisors directed that Human Resources bring to a future meeting, a full presentation of the Countywide vacancies and recruitment activities.

Alternative Action/Motion:

Direct Staff

How Does This Item Support the General Plan? N/A

Supervisory District: All

vote requirement: Majority

Supplemental Information Available Online At: N/A

Fiscal Details:

source of funding: N/A

current f/y cost: N/A

annual recurring cost: N/A

budgeted in current f/y: N/A

if no, please describe:

revenue agreement: N/A

Item #: 3c)

budget clarification: N/A

Agreement/Resolution/Ordinance Approved by County Counsel: N/A

CEO Liaison: Cherie Johnson, Deputy CEO

CEO Review: Yes

CEO Comments:

FOR COB USE ONLY

Executed By: Atlas Pearson, Deputy Clerk I

Final Status:**No Action Taken**

Date: September 27, 2021





County Vacancies, Recruitment Practices and Processes



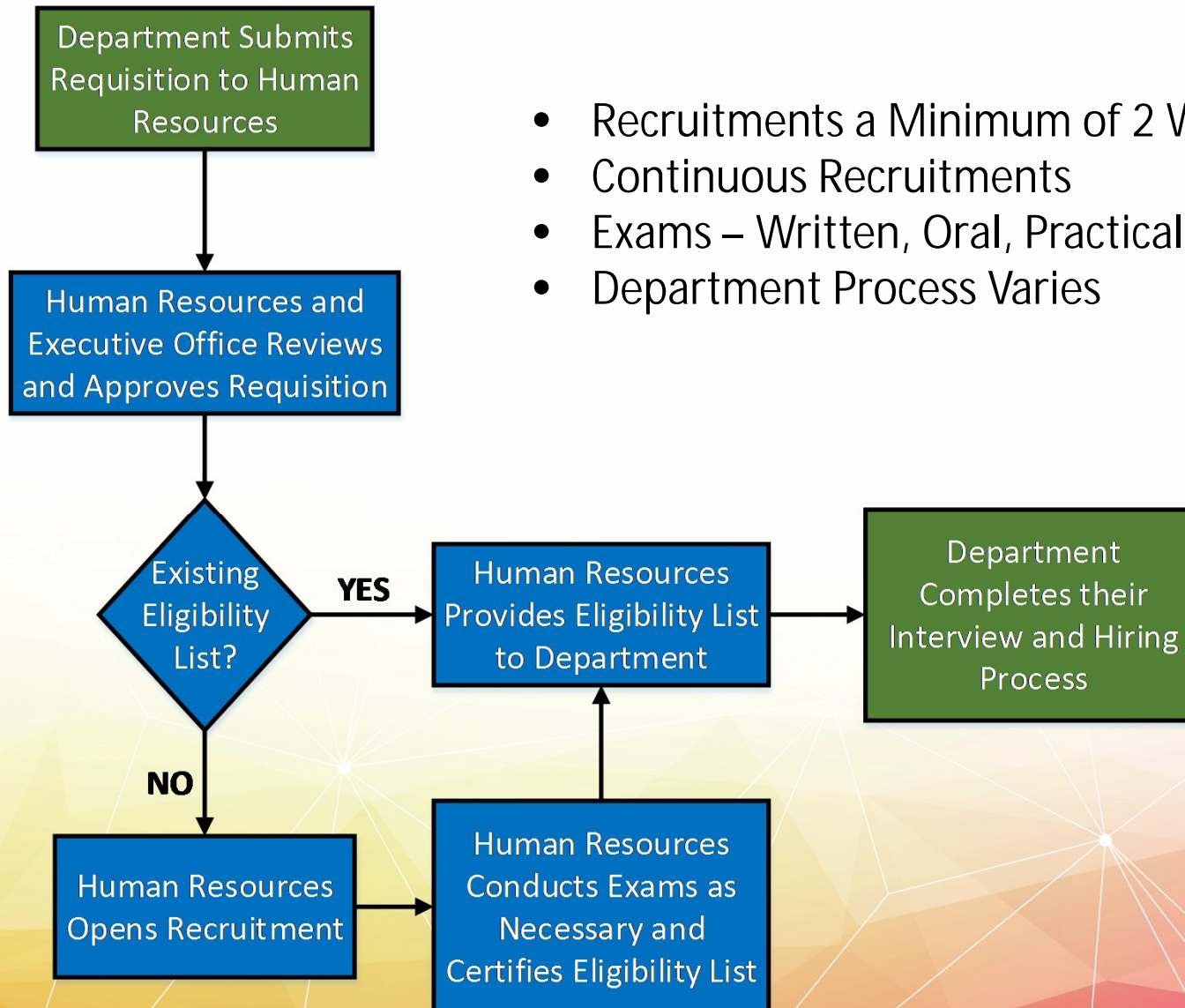
INTRODUCTION

Today's Presentation will discuss the following:

- Recruitment Process
- Countywide Vacancies
- Recruitment Statistics
- Advertising Costs
- Turnover
 - Annual
 - Within 1st year of Employment
- Retention Issues



RECRUITMENT PROCESS

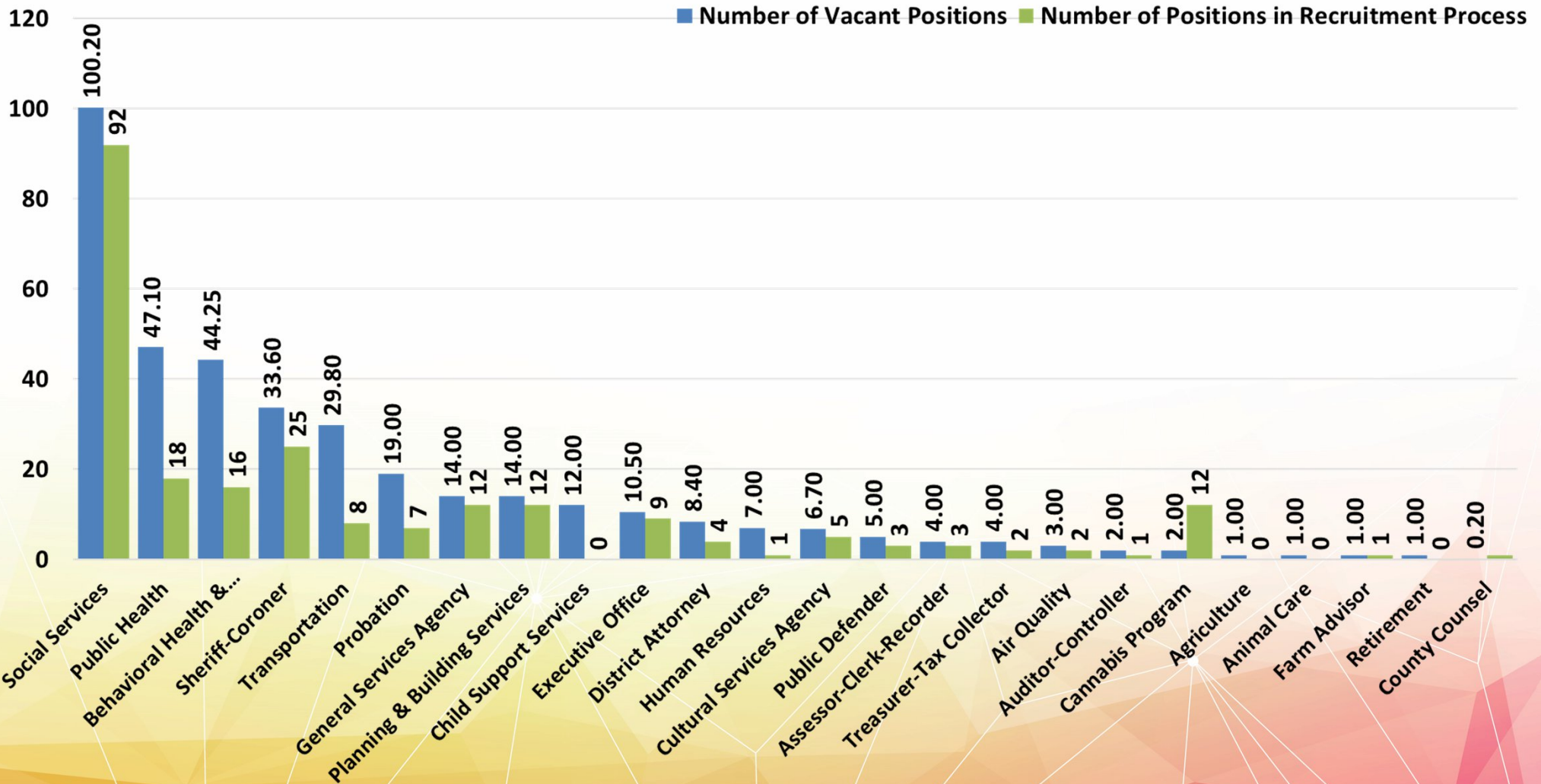


- Recruitments a Minimum of 2 Weeks
- Continuous Recruitments
- Exams – Written, Oral, Practical, Unassembled
- Department Process Varies



As of 9/4/21

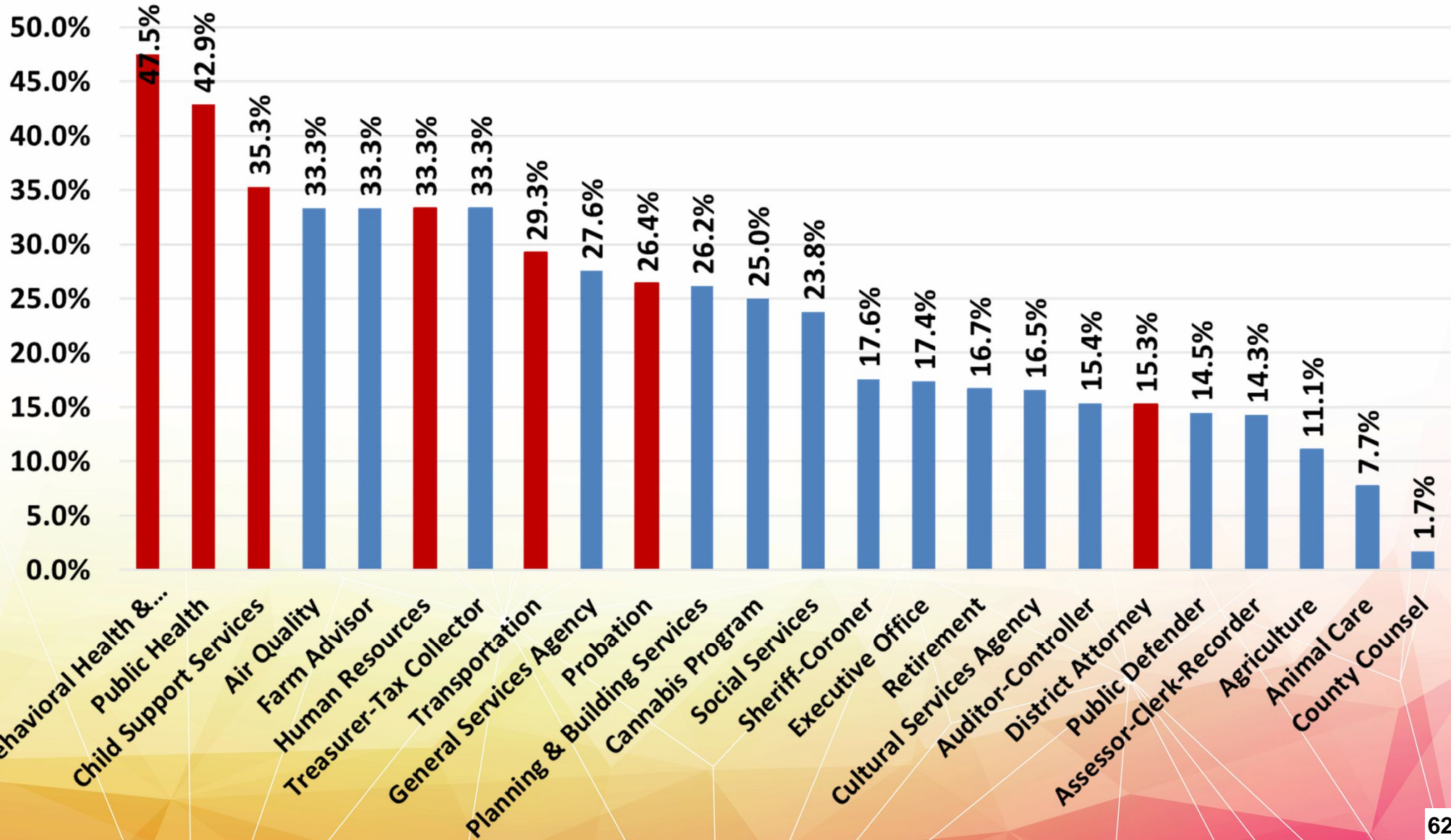
VACANCY BY DEPARTMENT





VACANCY RATE BY DEPARTMENT

As of 9/4/21





LENGTH OF VACANT POSITIONS

Number of Vacant Positions As of 9/4/21	Length of Vacancy
237	12 Months or less
67	12 – 23 Months
33	24 – 35 Months
33	36 Months or greater

Total 370

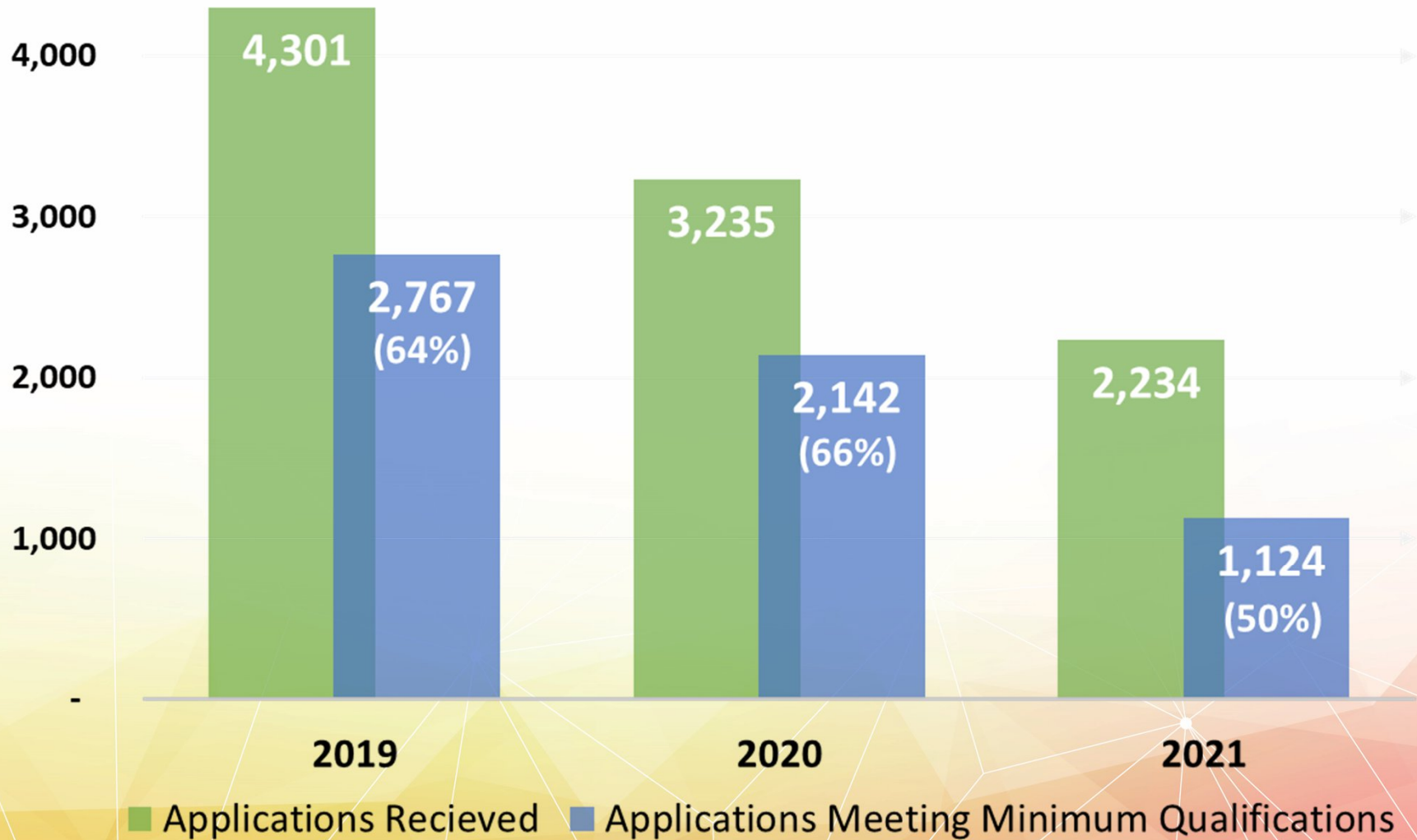


RECRUITMENT STATISTICS

	Requisitions Submitted by Department	Recruitments Completed	Number of Days From Requisition Approval to Eligibility List Referred to Department	Average Daily Applications Received
2019	459	320	25	12
2020	365	260	27	9
2021 As of 9/4/21	358	264	30	9



APPLICATION STATISTICS





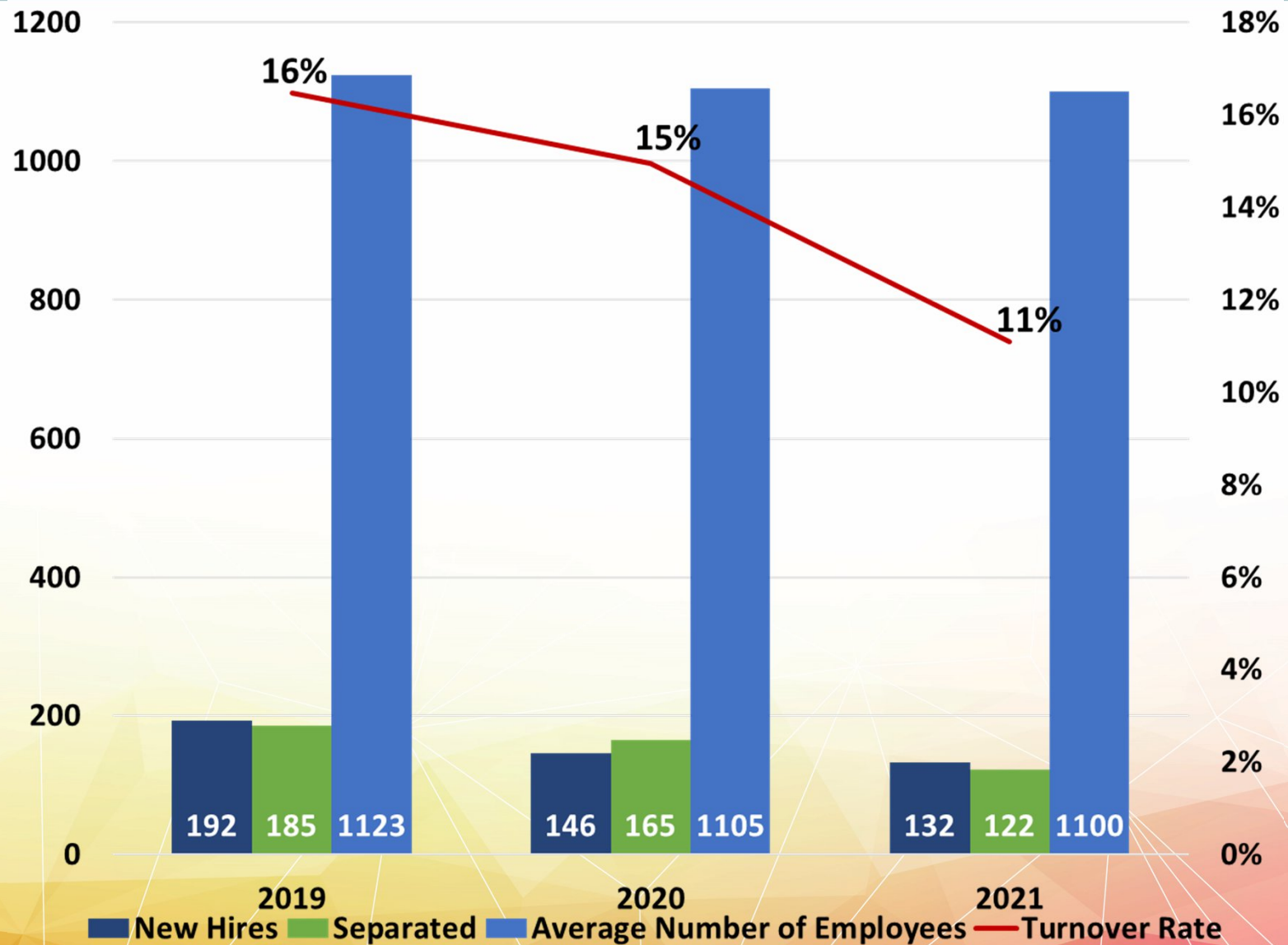
ADVERTISING COSTS

	FY 19/20	FY 20/21	FY 21/22 (As of 9/4/21)
Total Paid by HR	\$80,277	\$74,099	\$18,679
Average Cost Per Advertisement	\$255	\$292	\$201

- Recruitments are placed in local publications – Ukiah, Willits, Fort Bragg, Mendocino, Anderson Valley and Lake County
- Online Job Postings
- Departments request more depending upon their budget
- Association and Membership postings are at the request of the department

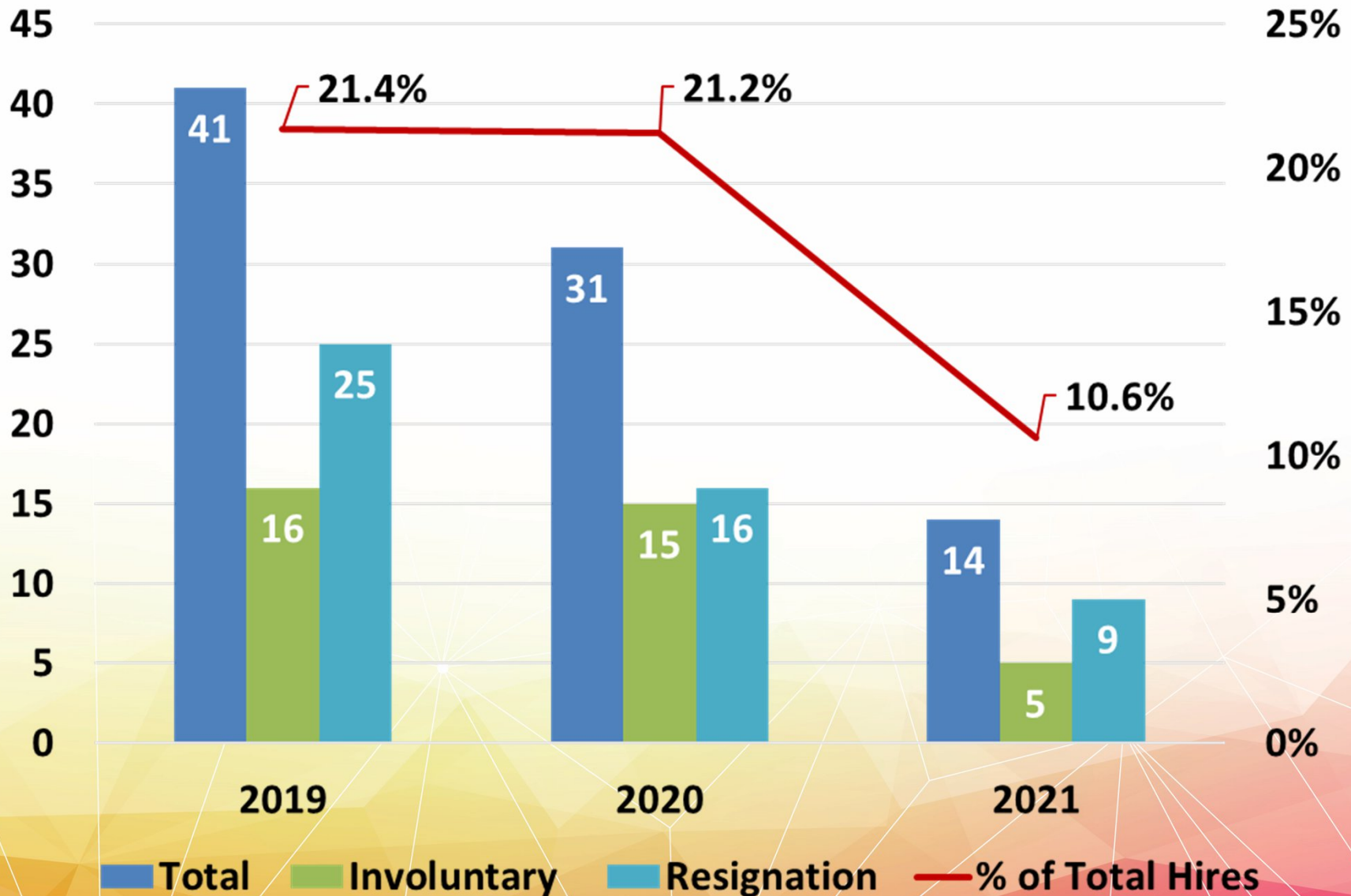


TURNOVER





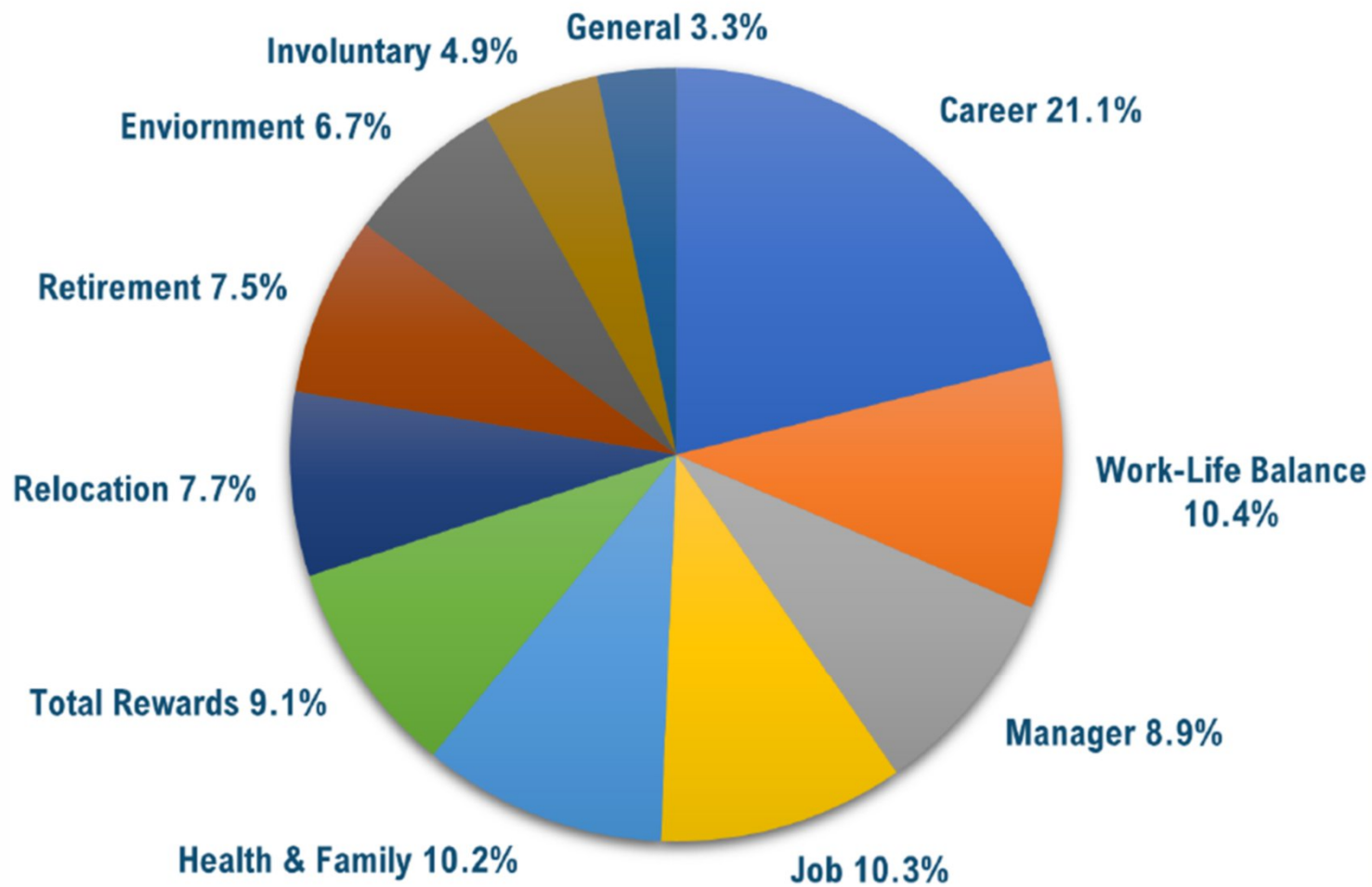
TURNOVER WITHIN 1 YEAR OF EMPLOYMENT





RETENTION

2021 MID-YEAR REASONS FOR LEAVING RATES







County Vacancies, Recruitment Practices and Processes



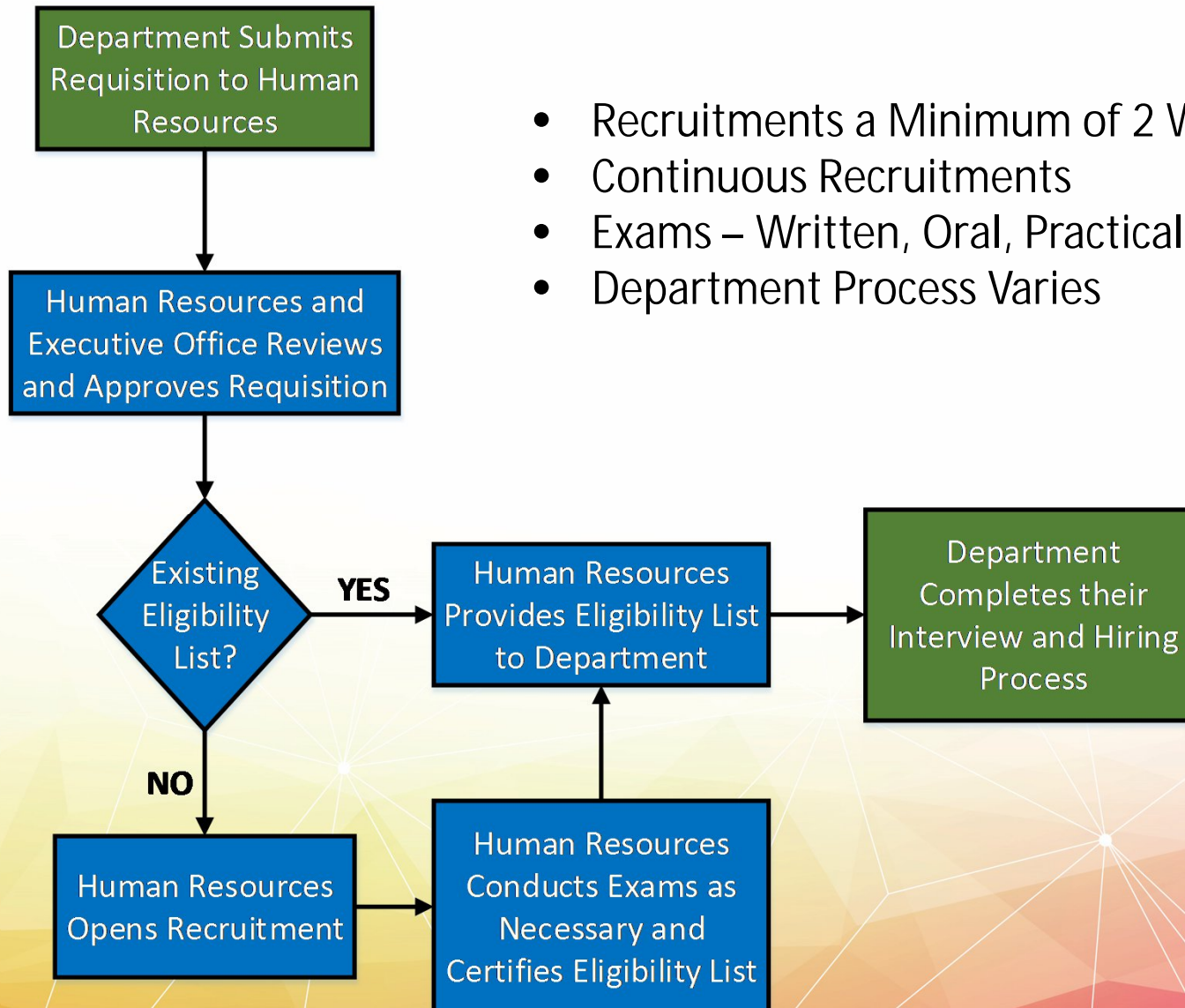
INTRODUCTION

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- Countywide Vacancies
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- Turnover
 - Annual
 - Within 1st year of Employment
- Retention Issues



RECRUITMENT PROCESS

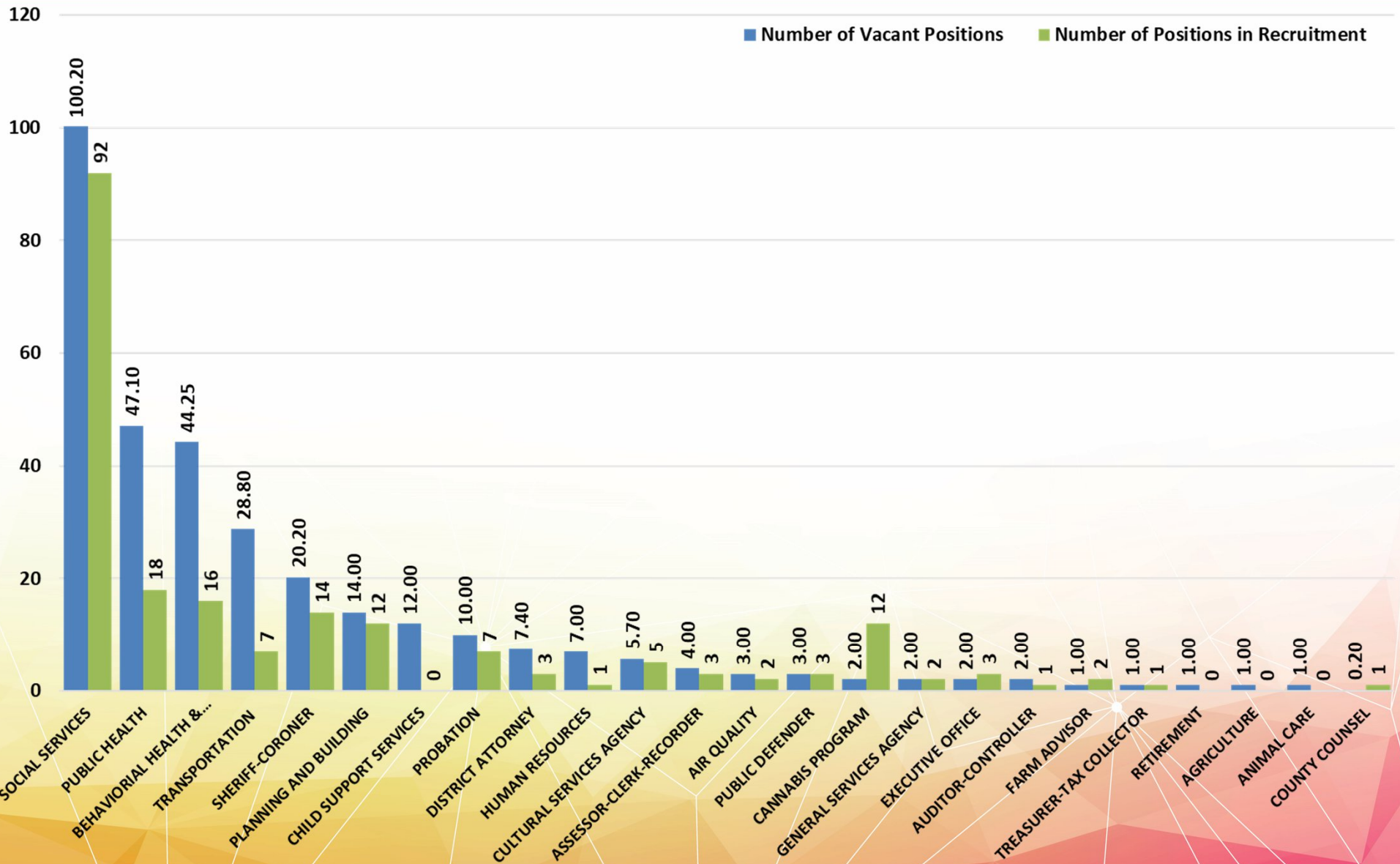


- Recruitments a Minimum of 2 Weeks
- Continuous Recruitments
- Exams – Written, Oral, Practical, Unassembled
- Department Process Varies



As of 9/4/21

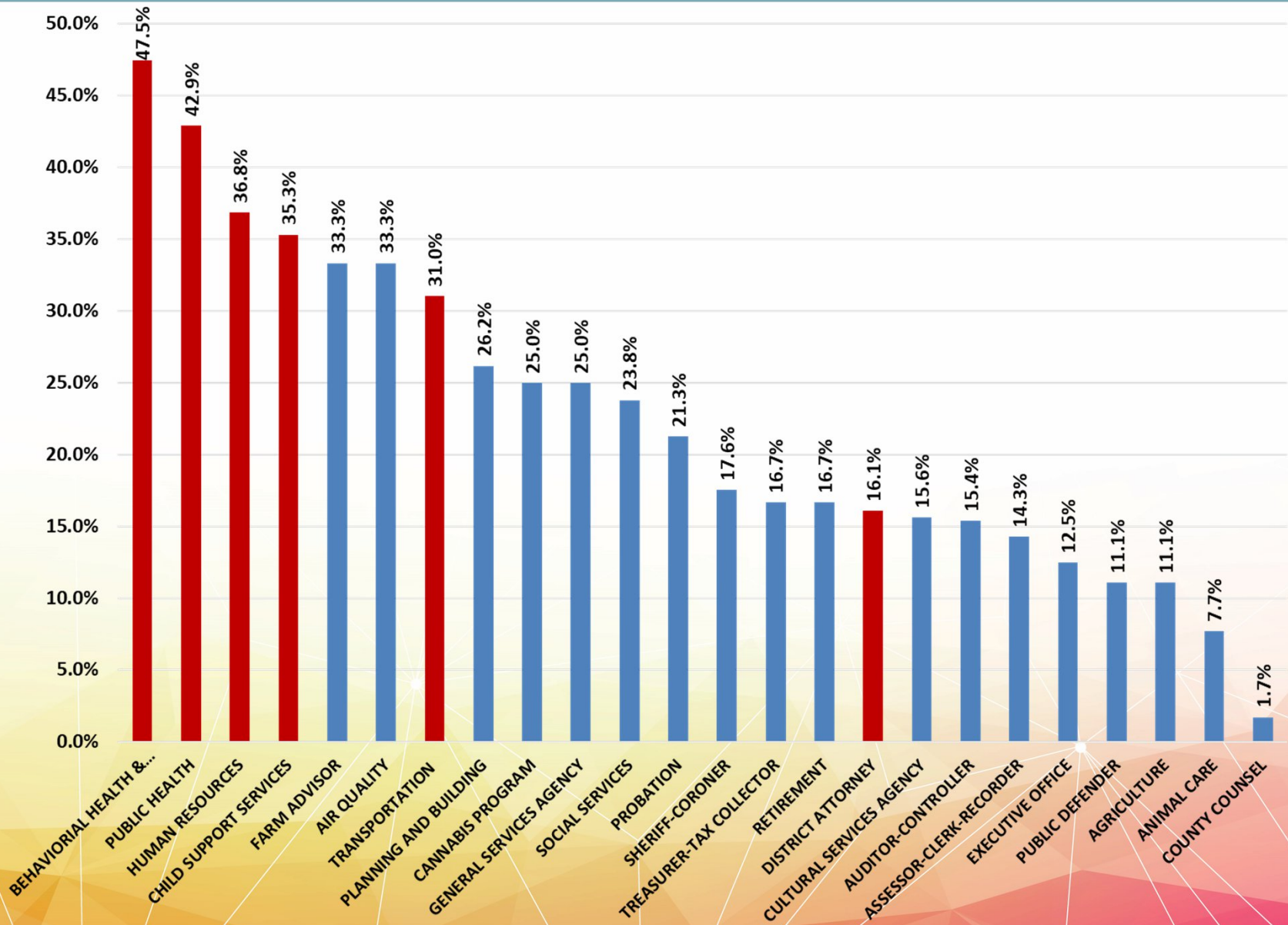
VACANCY BY DEPARTMENT





VACANCY RATE BY DEPARTMENT

As of 9/4/21





LENGTH OF VACANT POSITIONS

Number of Vacant Positions As of 9/4/21	Length of Vacancy
237	12 Months or less
67	12 – 23 Months
33	24 – 35 Months
33	36 Months or greater

Total 370

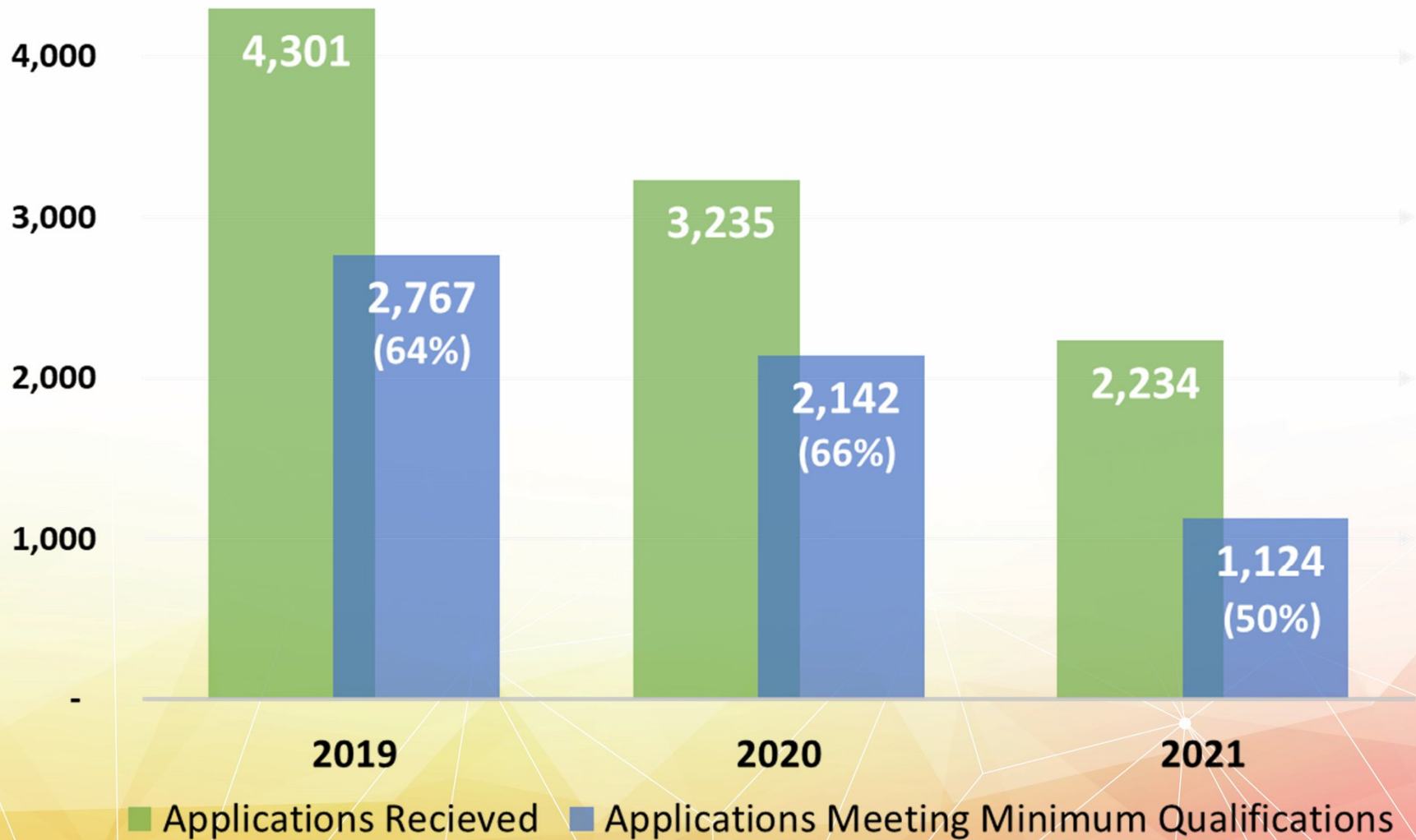


RECRUITMENT STATISTICS

	Requisitions Submitted by Department	Recruitments Completed	Number of Days From Requisition Approval to Eligibility List Referred to Department	Average Daily Applications Received
2019	459	320	25	12
2020	365	260	27	9
2021 As of 9/4/21	358	264	30	9



APPLICATION STATISTICS





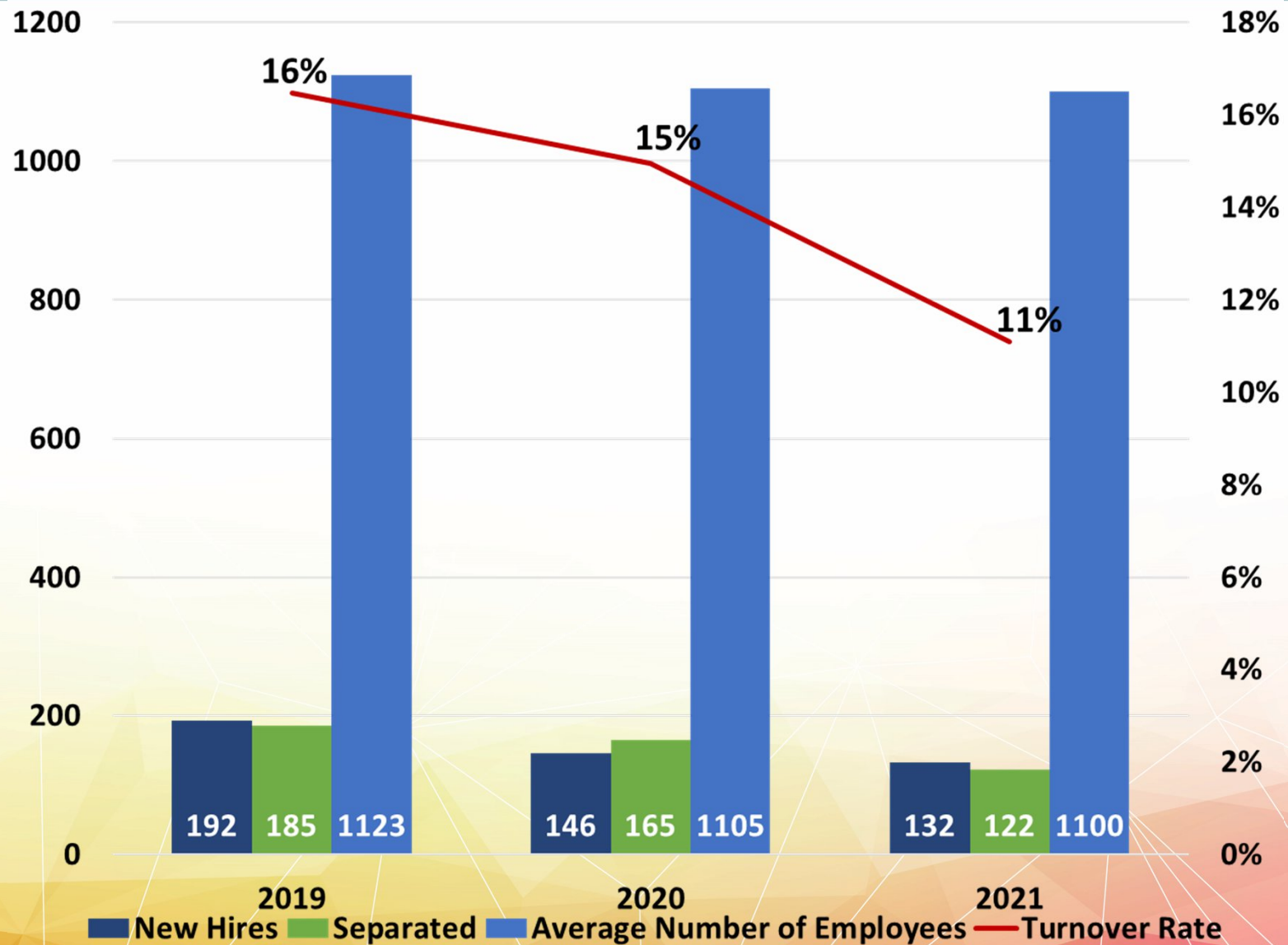
ADVERTISING COSTS

	FY 19/20	FY 20/21	FY 21/22 (As of 9/4/21)
Total Paid by HR	\$80,277	\$74,099	\$18,679
Average Cost Per Advertisement	\$255	\$292	\$201

- Recruitments are placed in local publications – Ukiah, Willits, Fort Bragg, Mendocino, Anderson Valley and Lake County
- Online Job Postings
- Departments request more depending upon their budget
- Association and Membership postings are at the request of the department

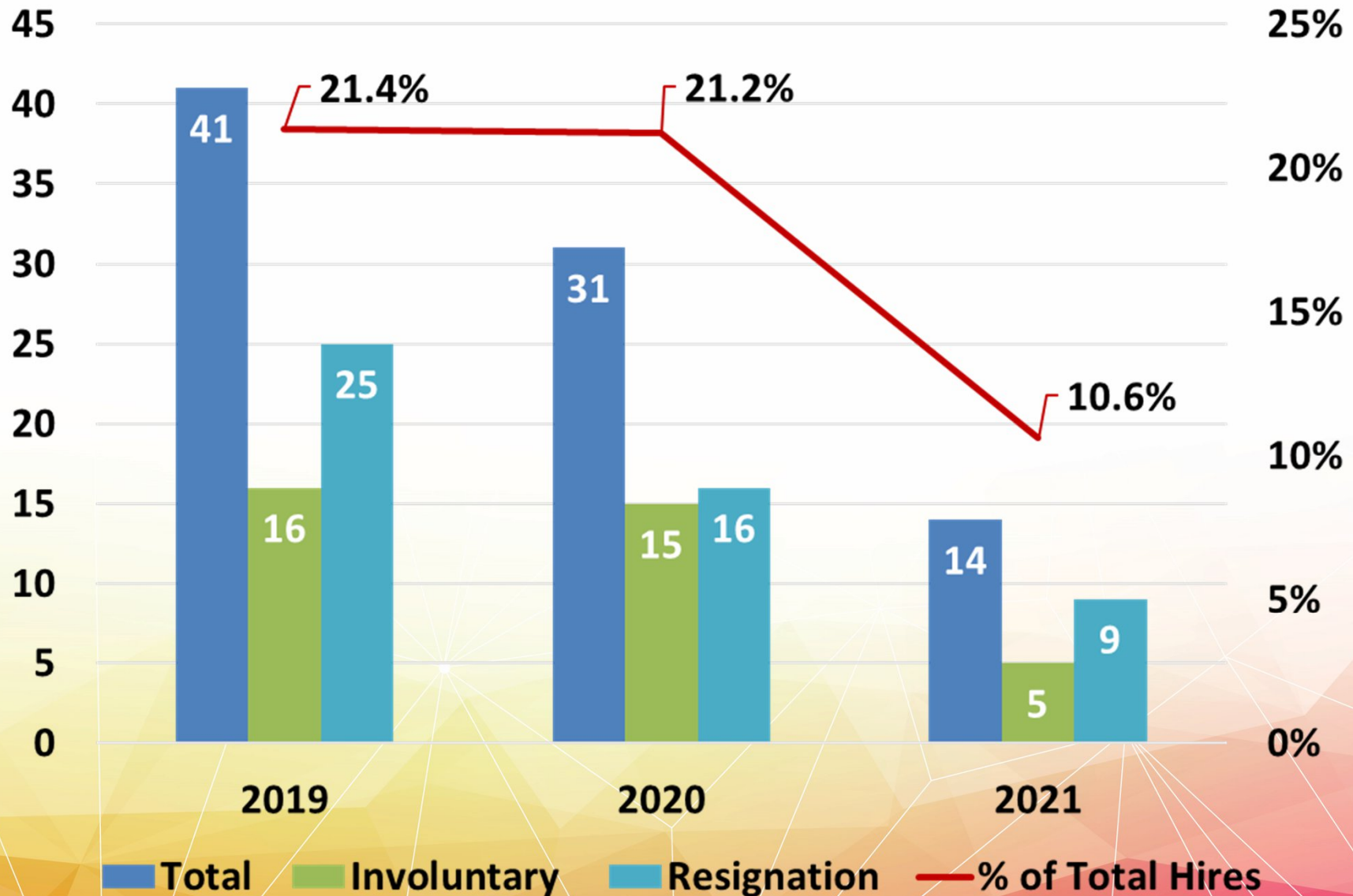


TURNOVER





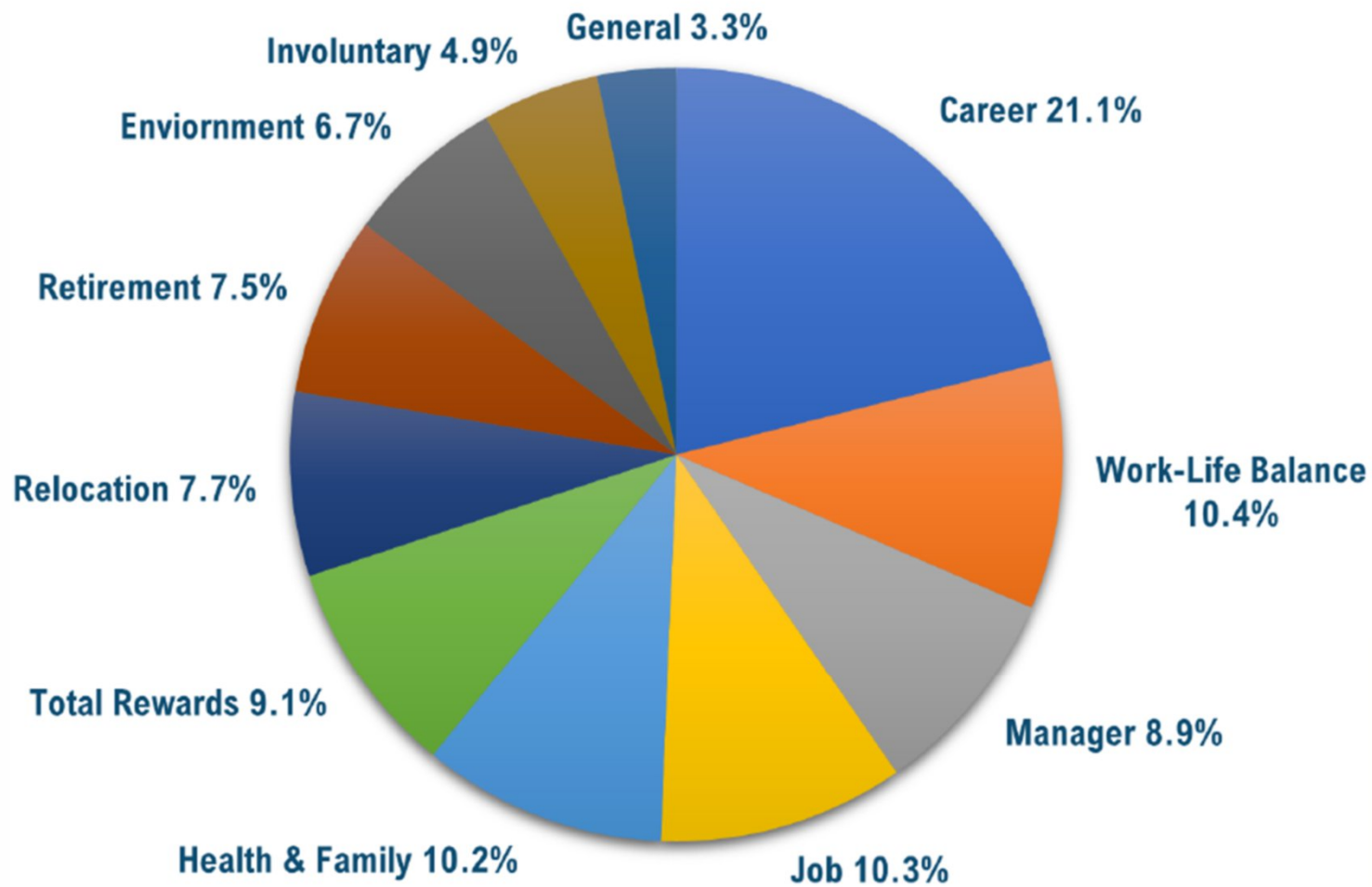
TURNOVER WITHIN 1 YEAR OF EMPLOYMENT





RETENTION

2021 MID-YEAR REASONS FOR LEAVING RATES







Mendocino County Board of Supervisors Agenda Summary

Item #: 4a)

To: Board of Supervisors

From: Supervisor Haschak and Supervisor McGourty

Meeting Date: September 27, 2021

Department Contact: Glenn McGourty

Phone: 707-463-4221

Department Contact: John Haschak

Phone: 707-463-4221

Item Type: Regular Agenda

Time Allocated for Item: 60 Min

Agenda Title:

Discussion and Possible Action Including Receiving a Status Report on Water Hauling Response; Provide Input Regarding the Water Supply Replacement Project (Coastal Water Hauling) and Possible Next Steps Supporting Local Agencies and Community Stakeholders in Securing Project Funding; and Approve Transmission of Letters of Support for Community Partners Seeking Funding Independently (Sponsors: Drought Ad Hoc Committee of Supervisors McGourty and Haschak)

Recommended Action/Motion:

Receive Status Report on Water Hauling Response; Provide Input Regarding the Water Supply Replacement Project (Coastal water hauling) and possible next steps supporting local agencies and community stakeholders in securing project funding; Approve Transmission of letters of support for community partners seeking funding independently; and authorize Chair to sign same.

Previous Board/Board Committee Actions:

On August 31, 2021 the Board of Supervisors Directed Staff to to return with an analysis regarding the amount of Transient Occupancy Tax funds received annually, where the funds came from, and how the funds were used in the last 10 years; and on August 24, 2021 the Board of Supervisors took action and adopted Resolution 21-123, authorizing the grant application, acceptance and execution of Agreement by the Department of Transportation Water Agency Division for the Mendocino County Community Water Supply Replacement Project and to advertise for bids and award contract to implement said project at an initial estimated cost of \$3,840,000 (countywide) and grant matching funds to be allocated from PG&E Settlement Funds to Disaster Recovery budget unit 2910.

Summary of Request:

The Drought Ad Hoc Committee of Supervisors McGourty & Haschak has been working with drought response consultant Joshua Metz of Regional Government Services (RGS). Earlier this spring a list of potential drought response projects was compiled from local agencies, tribes and community organizations by the Mendocino County Resource Conservation District under contract with Mendocino County. The County submitted these projects for initial review by the California Department of Water Resources (DWR) and State Water Quality Control Board (SWQCB) for funding eligibility under the Small Community Drought Relief Program (DWR) and Urgent Drinking Water Needs Program (SWCQB).

Item #: 4a)

Initial feedback from the agencies has been received and shared back with local partners.

In order to secure project funding, local agencies and community groups need to submit complete grant funding applications. Typically, the County would not directly apply for these projects. Recognizing capacity limitations at the local agency level, there could be a role for the County to increase the likelihood of State funds coming to advance local projects. The Board could chose to support these community water purveyor applications in some form within the limitations of the County budget.

Alternative Action/Motion:

Provide Alternative Direction to Staff

Does this Item Support the General Plan? N/A

Supervisorial District: All

vote requirement: Majority

Supplemental Information Available Online At:

<https://www.mendocinocounty.org/government/mendocino-county-water-agency>

Fiscal Details:

source of funding: America Rescue Plan Act

current f/y cost: Up to \$1.3 Million

annual recurring cost: N/A

budget clarification: N/A

budgeted in current f/y: No

if no, please describe:

revenue agreement: N/A

Agreement/Resolution/Ordinance Approved by County Counsel: N/A

CEO Liaison: Executive Office

CEO Review: Yes

CEO Comments:

FOR COB USE ONLY

Executed By: Atlas Pearson, Deputy Clerk I

Date: September 27, 2021

Final Status:**Approved with Modification**





Drought Ad Hoc Committee Update

Mendocino County
Board of Supervisors
Special Meeting



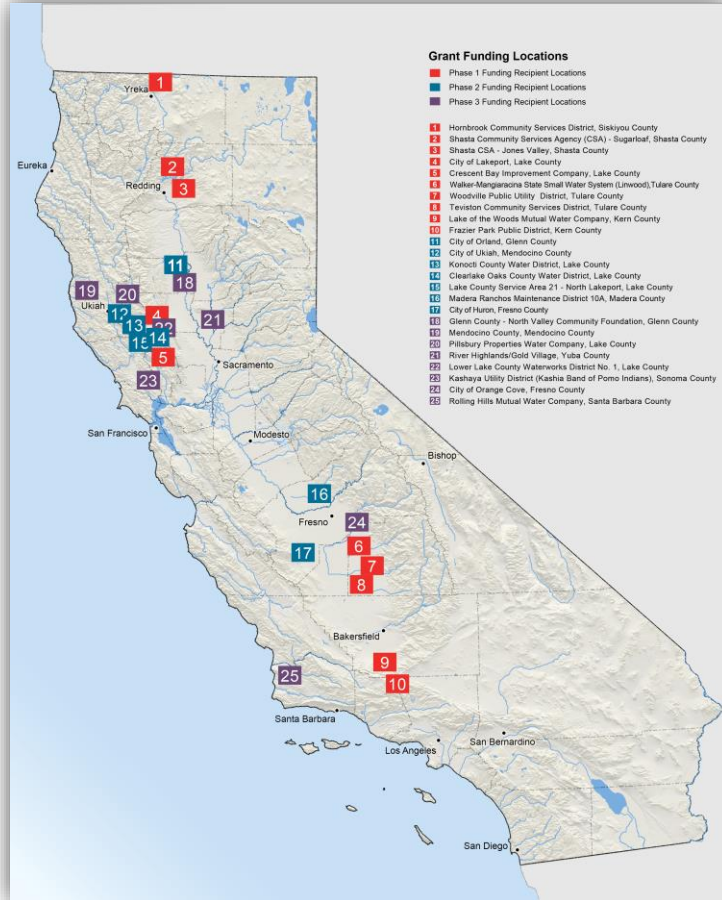
September 27, 2021



- Drought Funding
- Drought Projects List
- Policy Direction
- Questions/Discussion



Drought Funding



- **DWR Awards \$2M to support water hauling**
- [Small Community Drought Relief Program](#)
- Term: *September 21, 2021 to February 28, 2023*



Drought Projects List



36 projects reviewed

✓ Collated projects from regional partners

✓ Shared with DWR & SWQCB

✓ Initial response provided project eligibility guidance

✓ Shared responses with local partners

➤ *Seeking policy direction on County effort*



31 eligible for DWR programs



5 no comment





- **Letters of support for local agency projects**
 - ✓ Improve grant application competitiveness
- **Grant writing education & facilitation**
 - ✓ Sharing information with partners
 - ✓ Coordinating supportive workshops
- **Revolving loan funding**
 - ✓ Capital to advance DWR awarded projects
- **Fiscal agency**
 - ✓ Facilitate fund oversight & reporting





Joshua Metz

jmetz@rgs.ca.gov

(650) 587-7300 x27

[c] (707) 206-2111

Drought Hotline

(707) 234-6363

Drought@MendocinoCounty.org

Report Dry Wells

[mydrywatersupply.water
.ca.gov/report/](http://mydrywatersupply.water.ca.gov/report/)



To the Board of Supervisors of Mendocino County:

Thank you for the opportunity to comment on item 4a of the September 27, 2021 BOS meeting. I am Eric Hillesland. My wife Elaine Wing Hillesland and I are 23 year residents of Mendocino and we own and operate the Alegria Oceanfront Inn and Cottages in town. I want to thank you for the work you did to alleviate the extreme hardship of the water shortage on the coast. The emergency transportation of water from Ukiah to the coast has allowed us to continue fully operating our business. Now discussion is turning to the need for a more permanent solution to the water crisis. It appears from the text of agenda item 4a that the recommendation may be for the County to not take the lead, but merely support the local water districts in their independent work to solve the problem. These local districts do not have the staff or resources to take this on. The County must take the lead here. We need the power and the voice of the County to effectively push for funding, get access to technology, and to advocate to State and Federal agencies for assistance. Please vote to allocate resources and staff to take the lead in this issue. Thank you.



Mendocino County Board of Supervisors Agenda Summary

Item #: 4b)

To: Board of Supervisors

From: Supervisor Mulheren

Meeting Date: September 27, 2021

Department Contact: Supervisor Mulheren

Phone: 463-4221

Item Type: Regular Agenda

Time Allocated for Item: 15 Minutes

Agenda Title:

Discussion and Possible Action Regarding Appointment of a Board of Supervisors Representative to the Countywide Redevelopment/Successor Agency Oversight Board
(Sponsor: Supervisor Mulheren)

Recommended Action/Motion:

Appoint a member of the Board of Supervisors as a Board of Supervisors Representative to the Countywide Redevelopment/Successor Agency Oversight Board.

Previous Board/Board Committee Actions:

The Board of Supervisors approves and/or denies recommended appointments/reappointments to Boards and Commissions regularly.

Summary of Request:

On and after July 1, 2018, each local oversight board in Mendocino County was to be dissolved and replaced by a single County Oversight Board, per direction of the State of California.

The Consolidated Oversight Board, known as the Countywide Redevelopment/Successor Agency Oversight Board, consists of seats as follows: (1) member may be appointed by the Board of Supervisors, (1) member may be appointed by the City Selection Committee, (1) member may be appointed by the independent special district selection committee (LAFCO), (1) member appointed by the county superintendent of education, (1) member appointed by the Chancellor of the California Community Colleges, (1) member of the public appointed by the Board of Supervisors, (1) member appointed by the recognized employee organization representing the largest number of successor agency employees in the county.

The Board of Supervisors will now need to consider an appointment of one member of the Board to sit on the Countywide Oversight Board, as the seat has remained vacant since the former Board of Supervisors Representative left office in January of 2021.

Alternative Action/Motion:

Provide alternate direction to staff.

How Does This Item Support the General Plan? N/A

Item #: 4b)

Supervisory District: All

vote requirement: Majority

Supplemental Information Available Online At:

<https://www.mendocinocounty.org/government/board-of-supervisors/boards-and-commissions>

Fiscal Details:

source of funding: N/A

current f/y cost: N/A

annual recurring cost: N/A

budget clarification: N/A

budgeted in current f/y: N/A

if no, please describe:

revenue agreement: N/A

Agreement/Resolution/Ordinance Approved by County Counsel: N/A

CEO Liaison: Executive Office

CEO Review: Yes

CEO Comments:

FOR COB USE ONLY

Executed By: Atlas Pearson, Deputy Clerk I

Date: September 27, 2021

Final Status:**Approved**





Mendocino County Board of Supervisors Agenda Summary

Item #: 4C)

To: Board of Supervisors

From: Supervisor McGourty and Supervisor Gjerde

Meeting Date: September 27, 2021

Department Contact: Supervisor McGourty

Phone: 4441

Department Contact: Supervisor Gjerde

Phone: 4441

Item Type: Regular Agenda

Time Allocated for Item: 30 Min.

Agenda Title:

Discussion and Possible Action Regarding Recommendations of the Planning and Building Services Staffing Ad Hoc Committee

(Sponsor: Planning and Building Services Ad Hoc Committee of Supervisors Gjerde and McGourty)

Recommended Action/Motion:

Discuss the recommendations of the Planning and Building Services Staffing Ad Hoc Committee and provide direction to staff.

Previous Board/Board Committee Actions:

On January 25, 2021, by general consensus of the Board of Supervisors, an Ad Hoc Committee of Supervisors Gjerde and McGourty was created to work with Planning and Building Services on a process to best manage resources and staff related to tasks directed by the Board of Supervisors.

Summary of Request:

The Planning and Building Services Staffing Ad Hoc Committee was formed on January 25, 2021 during discussions related to permitting regulations for cannabis. Specifically, there were concerns raised regarding “mission creep” and concerns that Planning and Building Services (PBS) had been pulled away from their core mission.

The Ad Hoc Committee first met with PBS staff in February of 2021 and has conducted a variety of meetings with PBS staff as well as with other jurisdictions and associated Departments. The Ad Hoc Committee conducted interviews with PBS staff regarding what was working and not working within PBS, including meeting with staff members within the Fort Bragg satellite office. The Ad Hoc Committee met with PBS Code Enforcement staff regarding proactive enforcement and the need for additional code officers. In addition, the Ad Hoc Committee met with representatives of Humboldt County regarding both Code Enforcement and Cannabis activities within their jurisdiction.

In the last several months the Ad Hoc Committee has made several recommendations for the consideration of the full Board regarding Planning and Building Services: (1) separation of the Cannabis Program from PBS to a stand-alone Department (2) increased staffing in the Planning Division, Building Division and Code Enforcement Division; (3) technology enhancements to provide more streamlined services; (4) establish a long

Item #: 4c)

-range Planning Division to handle ordinance and plan amendments; and (5) enhancements to services offered at the Coastal office.

At the time of recruiting a new cannabis manager, the board separated the cannabis division from the Planning Building Services (1). As part of the budget process, the board increased staffing in the cannabis program, planning services and code enforcement (2). The board also approved technology enhancements (3) and gave support for Planning and Building Services to restore staffing to its long-range planning division (4).

Alternative Action/Motion:

Do not provide direction to staff.

How Does This Item Support the General Plan? Enhancements to staffing and technology, recommended by the Ad Hoc committee, will result in greater performance by Planning and Building Services. PBS is the Department charged with the preparation, maintenance and implementation of the General Plan of the County so the Ad Hoc's recommendations support the implementation of the General Plan.

Supervisory District: All

vote requirement: Majority

Supplemental Information Available Online At: N/A

Fiscal Details:

source of funding: N/A

current f/y cost: N/A

annual recurring cost: N/A

budget clarification: N/A

budgeted in current f/y: N/A

if no, please describe:

revenue agreement: N/A

Agreement/Resolution/Ordinance Approved by County Counsel: N/A

CEO Liaison: Judy Morris, Deputy CEO

CEO Review: Yes

CEO Comments:

FOR COB USE ONLY

Executed By: Atlas Pearson, Deputy Clerk I

Date: September 27, 2021

Final Status:**No Action Taken**



DEPARTMENT OF PLANNING & BUILDING SERVICES
BOARD OF SUPERVISORS ADHOC
PRESENTATION
SEPTEMBER 27, 2021



Introduction

On January 25, 2021, by General Consensus of Board of Supervisors, an Ad Hoc Committee of Supervisors Gjerde and McGourty was created to work with Planning and Building Services (PBS) on a process to best manage resources and staff related to tasks directed by the Board. Specifically, there were concerns regarding the deviation of the Department's Core Mission and Vision.

- The Ad Hoc committee met with PBS staff in February of 2021 and conducted a variety of meetings with staff from all of the divisions (Planning, Building, Code Enforcement, Administrative, etc.). This also included meeting with PBS staff in the Fort Bragg Office.

Ad Hoc Meetings With PBS (cont.)

The Ad Hoc conducted interviews with PBS staff regarding what was working and not working within the Department.

The Ad Hoc met with PBS Code Enforcement regarding pro-active enforcement and the need for additional code enforcement officers.

The Ad Hoc also examined the leadership structure within PBS.

PBS Ad HOC

In the last several months the Ad Hoc Committee has made several recommendations for the consideration of the full Board, regarding Planning and Building Services:

- (1) Separation of the Cannabis Program from PBS to a stand-alone department;
- (2) Increased staffing in the Planning Division, Building Division, and Code Enforcement Division;
- (3) Technology enhancements to provide more streamlined services;
- (4) Establish Long-Range Planning; and
- (5) Enhancements to services offered at the Coastal Office.

PBS Ad Hoc Findings

- Change in Leadership- Leadership has stabilized within the Department.
- Vast improvement of morale amongst the staff.
- Relationships with other jurisdictions/Departments have improved.
- Recruitments have occurred and staff is being hired in all divisions.
- Technology enhancements are being put in place.

PBS Ad Hoc Findings (Cont.)

Completion of a variety of projects within the past 8 months, including:

- 1) Completion of the Airport Land Use Plan for Ukiah Airport;
- 2) Completion of the General Plan Safety Element;
- 3) Completion of Chapter 22.18 Cannabis Ordinance;
- 4) Annual General Plan Housing Element Reports to the State (HCD) completed, County is now in compliance;
- 5) Award of several CDBG Grants to Assist the Business Community during COVID;
- 6) Initiation of Inland Zoning Code/Division of Land Regulations Update; and
- 7) Code Enforcement is being staffed up and implementing enhanced Code Enforcement Program.

PBS Challenges

- Create Strategic 5 year Plan for the Department
- Continue to manage the high volume of permits/projects
- **Retain** High Performing Staff
- Fill Needed Positions
- Continue to train staff and improve efficiency
- Continue technology advancements
- Continue to work on formally re-establishing long-range planning as staffing increases

Questions ?