



# The CEO Report

February 23, 2021

## Human Resources Update

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### Human Resources Issues Tax Form 1095-c:

Full-Time employees who enrolled in the County's health plan or were eligible to enroll in calendar year 2020 but declined due to having other coverage will be receiving FORM 1095-C. This form reflects the employer's offer of coverage, the months during the year the employee was eligible for coverage and the lowest monthly premium the employee could have paid under the plan. Employees who believe their form is incorrect or did not receive one and believe they should have, should contact Human Resources at 234-6600. Any tax questions related to the 1095-C form should be directed to a tax professional.

### Mendocino County Working on Wellness

#### Earn up to \$500 off your 2021 Health Plan Premiums

A new Wellness Incentive Program for 2021 has been launched with a deadline of **November 15, 2021**. Employees can begin by completing program activities and building healthier habits one day at a time. Participants need to earn at least 48,000 points through a menu of options, by **November 15, 2021** to qualify for the reward. To get started and to learn more, visit MCWOW's Incentive Program webpage by visiting: <https://www.mendocinocounty.org/government/human-resources/employee-health-insurance/employee-wellness-program-mcwow/wellness-incentive-program>. New users will need to create an account on the Virgin Pulse website to participate.

### Vacancy List

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

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#### Contact Information:

Office: (707) 463-4441

Fax: (707) 463-5649

Email:

[ceo@mendocinocounty.org](mailto:ceo@mendocinocounty.org)

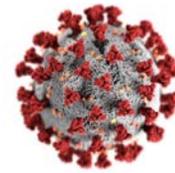
Website:

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

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## Emergency Projects

On February 14, 2021, additional water damages were reported at the County's Whitmore lane facility. This significant water damage/intrusion was located in a different area as was previously remediated. Facilities staff have been working with an Architect to perform an in depth observation and review of the facility. However, due to the extent of the damage, and despite the work performed to try to mitigate the roof leaking, the roof/mechanical equipment replacement project was declared an emergency so that work could begin as quickly as possible. Additional information will be presented to the Board of Supervisors during the Mid-Year Budget report, including project creation and funding estimates.



For more information, visit the County's COVID-19 website at: [www.mendocinocounty.org/community/novel-coronavirus](http://www.mendocinocounty.org/community/novel-coronavirus)

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

### RFP# 2020-02 Title Investigation and Reporting Services

- Issued on December 14, 2020
- Submission deadline was February 5, 2021
- In evaluation process

### RFP# 21-01 Ignition- Resistant Project Management Services

- Issued on January 27, 2021
- Submission deadline is February 26, 2021

### RFP# 21-001 Calfresh Outreach Services

- Issued on February 1, 2021
- Submission deadline is March 22, 2021



## Oak and August Complex Fire Recovery Update

Work continues on the recovery efforts following the Oak and August fires. The California Department of Toxic Substances Control (DTSC) returned to the County this week to do asbestos assessments and household hazardous waste removal for any property that was missed during Phase 1 debris removal in December. California Conservation Crews and local water protection contractors completed watershed protection and erosion control efforts on the third week of January. No official date has been set for Phase 2 debris removal, which includes ash, cars, and hazardous tree removal. The County is still seeking Right of Entry (ROE) permits from all damaged properties that desire to be included in the cleanup process at the reduced cost. Tidal Basin, one of the state contractors working on debris removal, has been conducting vehicle assessments, getting counts and types of vehicles at each site. California Highway Patrol (CHP) will assist the County with vehicle removal by finding the VIN numbers for burned vehicles and passing those VINs to a County team to complete the required paperwork.



For more information, visit: [www.mendocinocounty.org/community/mendocino-strong](http://www.mendocinocounty.org/community/mendocino-strong)

## Old Howard Hospital Site Update



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

The County has submitted a three month Memorandum of Understanding (MOU) to the Howard Hospital Foundation to give the County ample time to determine purchase of the facility. One option will be to purchase the facility for use as a Psychiatric Health Facility (PHF). As of the writing of this update, the Foundation has yet to vote on the MOU. Further updates will be provided to the Board.

## Emergency Purchase Request



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

Primary staff activities the last three months have involved Air Monitoring, Burn Permitting and Smoke Management Programs, and billing for annual permit fees. On February 4, 2021, District staff removed the Willits PM2.5 monitor from the roof of the Willits Justice Center after 15 years, and successfully relocated it to the Willits School District office. This unexpected and unbudgeted move will cost the Air District approximately \$60,000 excluding staff time. Funding to cover these costs have been requested from the United States Environmental Protection Agency (USEPA) with thus far unknown result. Both Mendocino County Air Quality Management District (MCAQMD) ozone monitors are broken and replacement parts are no longer available. One has failed completely and the other started to drift in mid-February. Replacement ozone monitors are required for the District to continue its ozone monitoring mandate from the California Air Resources Board (CARB). CARB recommended the District purchase and install two new Teledyne model T400 ozone monitors. The Air Pollution Control Officer requisitioned these replacement ozone monitors on February 18, 2021 as an emergency purchase, exception to bid, under the Air District's Purchasing Policy to keep air monitoring equipment running. Once retroactive Board approval is received, the monitors will be paid for with District fixed asset funds.

District staff has issued approximately 1000 new burn permits and 45 new Smoke Management Plans (SMP) thus far this fall and winter. Approximately 200 SMP ignition requests have been approved thus far this season. Many of these approved requests were for three burn days. The Air District's attorney will be presenting The Legal Basis for Open Pile Burning in Mendocino County to its Board of Directors on February 23, 2021. Following subsequent meetings with stakeholders, proposed revisions to the District's Regulation 2, Open Outdoor Burning, will be brought to the District Board.

## Health and Human Services Update

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



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

## Agriculture Update

The Department of Agriculture has been meeting regularly with the University of CA Cooperative Extension director John Harper, Supervisor Glenn McGourty and others to work on the Industrial Hemp Pilot Program. Staff are working hard on getting the Request for Proposal (RFP), and other documents for the Industrial Hemp Program finished and approved. The projected release for this bid will be mid-February 2021. For more information regarding the Mendocino County Industrial Hemp Pilot Program, please visit <https://www.mendocinocounty.org/government/agriculture/industrial-hemp-pilot-program>. This webpage contains additional California Department of Food and Agriculture documents and information. For more questions or to request to be added to the list of interested parties for the RFP please call the department at (707) 234-6830 to leave their contact information.

Recently the Agriculture Department held a meeting with a few select local cannabis growers. This meeting allowed the growers to voice their concerns, ask questions, and find out what the County's plans are to help make sure that cannabis and hemp can grow simultaneously and successfully with each other. The department feels that this was a successful meeting and we look forward to working with and consulting with the local cannabis community as we navigate this new project.

March 1-7, 2021 marks the national Weights and Measures week, and is celebrated to commemorate President John Adams signing the first U.S. Weights and Measures legislation into law on March 2, 1799.

While the office is still closed to the public, staff are continuing to conduct at normal capacity. The department continues to help the public with any of their needs, which could include device registration, permits, and all other agricultural registrations while making sure to follow all Covid-19 precautions. The public is asked to call ahead to make sure that proper staff is available to assist their needs when they arrive.



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

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

## Cultural Services Agency Update

### New Director

Deborah Fader Samson has been hired as the new Director for the Cultural Services Agency. Deb is originally from Ohio with a Bachelor of Arts degree in Spanish Language, Literature, and Culture from The Ohio State University and a Master of Library and Information services degree from the University of South Carolina. She has worked in mostly public libraries in Ohio, California, Texas, Georgia, and New Mexico.

### Library

The recent storms at the end of January have caused power and internet outages at a few of the Library branches. Despite not having all outages restored, all branches are again providing curbside service. The bookmobile has been able to stick to their revised COVID-19 schedule by utilizing the small county van and has not miss a stop.

In celebration of Black History Month, the Willits Branch Facebook page will feature posts celebrating famous African Americans throughout February. The Coast Community Branch is doing displays on N. K. Jemisin, Rosa Parks, Frederick Douglass, Toni Morrison, and James Baldwin.

The Cultural Services Agency is working on a reopening plan for all the branches. As the tiers of the outbreak are gradually eliminated, more services will be reinstated. For now, all Library branches continue to provide curbside pick-up to residents. Please contact each branch to arrange an appointment.

### Museum

Museum and Library staff are reaching out to neighbors on Commercial Street in Willits with a virtual "Meet and Greet" to build relationships and plan post-COVID-19 events that will bring more activity to all the organizations located there. Staff are planning an online Albatross: Life on the Wind and Sea exhibit, designed for families, to run from Mid-March through April 2021.

### Parks

The Cultural Services Agency is working on a Memorandum of Understanding (MOU) with the Mendocino County Resource Conservation District for the installation of a rainwater catchment/native plant rain garden at Indian Creek Park; Part II of the Parks Needs Assessment will soon be started; and staff are working on applications for Park improvement grants.



For more information, visit the Cultural Services Agency's website at: [www.mendocinocounty.org/government/cultural-services-agency](http://www.mendocinocounty.org/government/cultural-services-agency)

## Animal Care Services Update

### Income Statistics

January 1, 2021, through January 31, 2021

- Zero animals impounded for quarantine at the Animal Shelter
- One dead animals received for disposal
- 13 feral cats received
- No animal received for rabies specimen testing
- One owned animals received by Animal Control or Police/owner in custody
- 17 owned animals surrendered in the field to Animal Control or Police
- 22 owner surrendered animals received
- Two shelter animals returned by adopter
- 51 stray animals impounded in the field by Animal Control, Police or came in over the counter from citizens
- Total of 107 animals received at the Animal Shelter

### Outcome Statistics

January 1, 2021, through January 31, 2021

- 25 cats adopted
- 27 dogs adopted
- No "other" animals adopted/auctioned off
- No ill/failure to thrive animal died
- Two dead animal disposals
- Six animals euthanized
- No animals sent to laboratory for rabies testing
- Two owner/surrender animals euthanized
- 10 trap, neuter and return to field cats
- 29 return to owner animals
- 11 animals transferred to other rescue organizations
- A total of 112 animals departed the Animal Shelter



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

## Upcoming Board Meetings

Regular Meeting	February 23, 2021
Regular Meeting	March 9, 2021
Limited Meeting	March 22, 2021
Regular Meeting	March 23, 2021

## Boards and Commissions Vacancies\*

Board Name	Position
Covelo Public Cemetery District	Trustee
Health and Human Services Agency Advisory Board	Community Health Representative
Hopland Municipal Advisory Council	Member
Hopland Municipal Advisory Council	Member
Hopland Municipal Advisory Council	Member
Mendocino County Climate Action Advisory Committee	District One Representative
Mendocino Historical Review Board	Member
Sonoma Mendocino Economic Development District	Director

\* Anticipated vacancies

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

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

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

-  Regular Board Meeting
-  County Holiday
-  Limited Meetings
-  Standing Committees
-  NACo Conference

## Attachments

1. Position Justification Report
2. Vacancy and Recruitment Update
3. CEO Priority Planning Items for Years 2021-2023
4. Oak and August Complex Fire Recovery Update
5. Health and Human Services Agency Status Report
6. Ongoing list of Boards and Commissions Vacancies

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**JUSTIFICATION OF FILLED POSITIONS**

*January 2021*

DEPARTMENT/OFFICE	CLASSIFICATION	POSITION NUMBER	LOCATION	DATE REQUISITION APPROVED	JUSTIFICATION PROVIDED	DATE POSITION FILLED
Cannabis	Staff Assistant III	4263	Ukiah	12/4/2020	This position provides critically needed services to the Cannabis Cultivation Permitting Program and is the public contact for permit applicants and permit holders.	1/10/2021
Child Support Services	Account Specialist III	4278	Ukiah	1/4/2021	This position is responsible for client account auditing as per state mandate and legal/client requests, including accounts payable; payroll; human resources support.	1/10/2021
Child Support Services	Staff Assistant III	4292	Ukiah	9/25/2020	This position supports Child Support Specialist and Legal Secretaries in providing services to the residents of Mendocino County.	1/10/2021
HHSa (Social Services)	Eligibility Specialist II	1468	Ukiah	6/4/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	1/10/2021
HHSa (Social Services)	Eligibility Specialist III	3944	Ukiah	12/10/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	1/10/2021
HHSa (Social Services)	Employment & Training Worker I	2549	Willits	6/4/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	1/10/2021
HHSa (Social Services)	Senior Department Analyst	2097	Fort Bragg	12/16/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	1/10/2021
HHSa (Social Services)	Social Worker Assistant II	2318	Ukiah	11/22/2019	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	1/10/2021
HHSa (Social Services)	Social Worker Assistant II	2637	Ukiah	8/14/2019	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	1/10/2021
HHSa (Social Services)	Social Worker Assistant II	2659	Ukiah	12/11/2019	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	1/10/2021
HHSa (Social Services)	Social Worker Assistant II	2661	Ukiah	12/11/2019	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	1/10/2021
HHSa (Social Services)	Social Worker III	2656	Ukiah	7/23/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	1/10/2021
HHSa (Social Services)	Social Worker Supervisor I	3531	Fort Bragg	3/12/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	1/10/2021
HHSa (Social Services)	Staff Assistant III	2812	Ukiah	12/21/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	1/10/2021
HHSa (Social Services)	Vocational Assistant	4054	Ukiah	5/7/2019	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	1/10/2021
Public Defender	Deputy Public Defender I	3199	Ukiah	10/20/2020	Attorneys are carrying a large case load, which could interfere with the defense of the client's cases, also causing stress and overtime.	1/10/2021
Sheriff-Coroner	Deputy Sheriff-Coroner II	309	Ukiah	7/22/2019	Reductions in the sworn field deputy staff increases overtime costs, leads to extended service times, and diminishes the Sheriff Office's capacity to proactively ensure safety within Mendocino County.	1/10/2021
Assessor	Staff Assistant II	72	Ukiah	9/10/2020	This position reviews and processes all the property tax exemptions and roll corrections, including reporting to the state, and assists customers.	1/24/2021
Cultural Services Agency	Director of Cultural Services	4271	Ukiah	9/29/2020	This position leads the planning and operations of the Library and Museum.	1/24/2021

**JUSTIFICATION OF FILLED POSITIONS**

*January 2021*

DEPARTMENT/OFFICE	CLASSIFICATION	POSITION NUMBER	LOCATION	DATE REQUISITION APPROVED	JUSTIFICATION PROVIDED	DATE POSITION FILLED
District Attorney	Staff Assistant I	2447	Ukiah	12/4/2020	This position assists the public and other staff as needed, interacts with the defense bar and law enforcement, performs intake functions for all mail and new law enforcement submissions and supplemental reports.	1/24/2021
Executive Office (Central Services)	Buyer	4031	Ukiah	10/29/2020	This position supports the Purchasing Division's ability to provide and maintain mandated services to all County departments.	1/24/2021
Executive Office (Facilities and Fleet)	Building Maintenance Mechanic I	138	Ukiah	8/19/2020	This position fills a critical need by supporting the County's 100+ facilities maintenance work orders and emergency response to the COVID pandemic.	1/24/2021
Executive Office (Facilities and Fleet)	Grounds Maintenance Technician I	2224	Ukiah	10/20/2020	This position fills a critical need by supporting the County's 100+ facilities' landscaping and the County park system.	1/24/2021
HHSa (Public Health)	Senior Program Specialist	3655	Ukiah	9/14/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	1/24/2021
HHSa (Social Services)	Employment & Training Worker II	2564	Ukiah	11/11/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	1/24/2021
HHSa (Social Services)	Program Administrator	4125	Ukiah	9/14/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	1/24/2021
HHSa (Social Services)	Social Worker I	710	Fort Bragg	11/11/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	1/24/2021
HHSa (Social Services)	Social Worker I	2604	Ukiah	9/1/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	1/24/2021
HHSa (Social Services)	Social Worker IV-A	3271	Ukiah	2/24/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	1/24/2021
HHSa (Social Services)	Staff Assistant III	3268	Ukiah	12/10/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	1/24/2021
Planning and Building	Assistant Director Planning and Building Services	4374	Ukiah	12/4/2020	This position manages and organizes the Department, develops new operations, assists the Director in completing the assigned Board priorities, and handles high level decision making.	1/24/2021
Public Defender	Deputy Public Defender I	3206	Ukiah	10/20/2020	Attorneys are carrying a large case load, which could interfere with the defense of the client's cases, also causing stress and overtime.	1/24/2021
Public Defender	Legal Secretary I	3327	Ukiah	10/20/2020	This position supports the attorneys and is critical to the processing of cases.	1/24/2021
Sheriff-Coroner	Administrative Services Manager II	4376	Ukiah	10/29/2020	This position supervises the Sheriff Office's fiscal unit. Duties include budget development and management, grant administration, strategic planning, and the oversight of fiscal personnel charged with payroll, accounts payable, purchasing and accounting.	1/24/2021
Transportation	Road Maintenance Worker I	4216	Ukiah	12/4/2020	This position operates equipment and provides traffic control while performing maintenance operations on County maintained roads.	1/24/2021

**BOARD OF SUPERVISORS VACANCY/RECRUITMENT UPDATE**

Pay Period 03-21, January 24, 2021 - February 6, 2021

DEPARTMENT/OFFICE	FUND	TOTAL ALLOCATED FTE POSITIONS	VACANT FTE POSITIONS	VACANCY RATE (All Vacant Regardless of Recruitment Status)	POSITIONS IN RECRUITMENT (AS OF REPORT DATE)	VACANCY RATE* (Positions in Recruitment)	NEW HIRES SINCE 7/1/20	SEPARATIONS SINCE 7/1/20	EMPLOYEES ON LEAVE	EMPLOYEES IN BOONVILLE	EMPLOYEES IN COVELO	EMPLOYEES IN FORT BRAGG	EMPLOYEES IN LAYTONVILLE	EMPLOYEES IN POINT ARENA	EMPLOYEES IN UKIAH	EMPLOYEES IN WILLITS
AGRICULTURE	1100	9.00	2.00	22.2%	--	0.0%	--	--	--	--	--	--	--	--	7	--
<i>Agriculture Total:</i>		<i>9.00</i>	<i>2.00</i>	<i>22.2%</i>	<i>0</i>	<i>0.0%</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>7</i>	<i>0</i>
AIR QUALITY	3270	9.00	3.00	33.3%	--	0.0%	--	--	--	--	--	--	--	--	6	--
<i>Air Quality Total:</i>		<i>9.00</i>	<i>3.00</i>	<i>33.3%</i>	<i>0</i>	<i>0.0%</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>6</i>	<i>0</i>
ANIMAL CARE	1100	13.00	2.00	15.4%	1	7.7%	--	2	--	--	--	2	--	--	9	--
<i>Animal Care Total:</i>		<i>13.00</i>	<i>2.00</i>	<i>15.4%</i>	<i>1</i>	<i>7.7%</i>	<i>0</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>9</i>	<i>0</i>
ASSESSOR-CLERK-RECORDER (ASSESSOR)	1100	21.00	10.00	47.6%	9	42.9%	3	8	--	--	--	--	--	--	11	--
ASSESSOR-CLERK-RECORDER (CLERK RECORDER)	1100	3.00	1.00	33.3%	1	33.3%	--	--	--	--	--	--	--	--	2	--
ASSESSOR-CLERK-RECORDER (COUNTY CLERK-ELECTION)	1100	3.00	0.00	0.0%	--	0.0%	1	--	--	--	--	--	--	--	3	--
<i>Assessor-Clerk-Recorder Total:</i>		<i>27.00</i>	<i>11.00</i>	<i>40.7%</i>	<i>10</i>	<i>37.0%</i>	<i>4</i>	<i>8</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>16</i>	<i>0</i>
AUDITOR-CONTROLLER	1100	12.00	1.00	8.3%	2	16.7%	--	1	--	--	--	--	--	--	11	--
<i>Auditor-Controller Total:</i>		<i>12.00</i>	<i>1.00</i>	<i>8.3%</i>	<i>2</i>	<i>16.7%</i>	<i>0</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>11</i>	<i>0</i>
BOARD OF SUPERVISORS	1100	5.00	0.00	0.0%	--	0.0%	2	2	--	--	--	--	--	--	5	--
<i>Board of Supervisors Total:</i>		<i>5.00</i>	<i>0.00</i>	<i>0.0%</i>	<i>0</i>	<i>0.0%</i>	<i>2</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>5</i>	<i>0</i>
CHILD SUPPORT SERVICES	1100	36.00	16.00	44.4%	--	0.0%	1	1	--	--	--	--	--	--	21	--
<i>Child Support Services Total:</i>		<i>36.00</i>	<i>16.00</i>	<i>44.4%</i>	<i>0</i>	<i>0.0%</i>	<i>1</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>21</i>	<i>0</i>
COUNTY COUNSEL	1100	12.00	1.00	8.3%	1	8.3%	--	--	--	--	--	--	--	--	11	--
<i>County Counsel Total:</i>		<i>12.00</i>	<i>1.00</i>	<i>8.3%</i>	<i>1</i>	<i>8.3%</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>11</i>	<i>0</i>
CULTURAL SERVICES AGENCY (LIBRARY)	1205	36.50	7.00	19.2%	3	8.2%	--	--	--	--	4	7	--	1	15	4
CULTURAL SERVICES AGENCY (MUSEUM)	1100	5.00	1.00	20.0%	--	0.0%	1	1	--	--	--	--	--	--	1	3
<i>Cultural Services Agency Total:</i>		<i>41.50</i>	<i>8.00</i>	<i>19.3%</i>	<i>3</i>	<i>7.2%</i>	<i>1</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>4</i>	<i>7</i>	<i>0</i>	<i>1</i>	<i>16</i>	<i>7</i>
DISTRICT ATTORNEY	1100	46.00	5.00	10.9%	2	4.3%	5	3	1	--	--	5	--	--	36	--
DISTRICT ATTORNEY (ANTI DRUG ABUSE)	4650	3.00	0.00	0.0%	--	0.0%	--	1	--	--	--	--	--	--	3	--
DISTRICT ATTORNEY (RAPE PROSECUTION)	4480	1.00	1.00	100.0%	1	100.0%	--	--	--	--	--	--	--	--	--	--
DISTRICT ATTORNEY (VICTIM WITNESS)	4640	5.00	0.00	0.0%	--	0.0%	1	--	1	--	--	--	--	--	5	--
<i>District Attorney Total:</i>		<i>55.00</i>	<i>6.00</i>	<i>10.9%</i>	<i>3</i>	<i>5.5%</i>	<i>6</i>	<i>4</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>5</i>	<i>0</i>	<i>0</i>	<i>44</i>	<i>0</i>

**BOARD OF SUPERVISORS VACANCY/RECRUITMENT UPDATE**

Pay Period 03-21, January 24, 2021 - February 6, 2021

DEPARTMENT/OFFICE	FUND	TOTAL ALLOCATED FTE POSITIONS	VACANT FTE POSITIONS	VACANCY RATE (All Vacant Regardless of Recruitment Status)	POSITIONS IN RECRUITMENT (AS OF REPORT DATE)	VACANCY RATE* (Positions in Recruitment)	NEW HIRES SINCE 7/1/20	SEPARATIONS SINCE 7/1/20	EMPLOYEES ON LEAVE	EMPLOYEES IN BOONVILLE	EMPLOYEES IN COVELO	EMPLOYEES IN FORT BRAGG	EMPLOYEES IN LAYTONVILLE	EMPLOYEES IN POINT ARENA	EMPLOYEES IN UKIAH	EMPLOYEES IN WILLITS
EXECUTIVE OFFICE	1100	12.00	3.00	25.0%	4	33.3%	1	2	--	--	--	--	--	--	9	--
EXECUTIVE OFFICE (CENTRAL SERVICES)	1100	6.00	0.00	0.0%	--	0.0%	3	2	--	--	--	--	--	--	6	--
EXECUTIVE OFFICE (CLERK OF THE BOARD)	1100	3.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	3	--
EXECUTIVE OFFICE (DISASTER RECOVERY)	1225	2.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	3	--
EXECUTIVE OFFICE (FACILITIES & FLEET)	1100	33.80	5.00	14.8%	6	17.8%	10	6	1	--	--	1	--	--	29	1
EXECUTIVE OFFICE (GARAGE)	1100	3.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	3	--
EXECUTIVE OFFICE (GENERAL LIABILITY)	7130	2.50	1.00	40.0%	--	0.0%	--	--	--	--	--	--	--	--	2	--
EXECUTIVE OFFICE (INFORMATION SERVICES)	1100	25.00	3.00	12.0%	4	16.0%	2	2	--	--	--	--	--	--	22	--
<i>Executive Office Total:</i>		<i>87.30</i>	<i>12.00</i>	<i>13.7%</i>	<i>14</i>	<i>16.0%</i>	<i>16</i>	<i>12</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>77</i>	<i>1</i>
FARM ADVISOR	1100	3.00	1.00	33.3%	--	0.0%	--	--	--	--	--	--	--	--	2	--
<i>Farm Advisor Total:</i>		<i>3.00</i>	<i>1.00</i>	<i>33.3%</i>	<i>0</i>	<i>0.0%</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>2</i>	<i>0</i>
HHSA (ADMINISTRATION)	1100	22.00	8.00	36.4%	2	9.1%	--	2	2	--	--	--	--	--	14	--
HHSA (ALCOHOL/OTHER DRUG PROGRAM)	1100	35.00	16.00	45.7%	1	2.9%	1	--	--	--	--	1	--	--	18	--
HHSA (CGAP-DFC GRANT)	4260	1.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	1	--
HHSA (ENVIRONMENTAL HEALTH)	1100	22.60	4.00	17.7%	--	0.0%	--	1	--	--	--	--	--	--	19	--
HHSA (MENTAL HEALTH)	1221	60.00	31.00	51.7%	8	13.3%	1	2	1	--	--	--	--	--	29	--
HHSA (MENTAL HEALTH TREATMENT ACT - MEASURE B)	1224	1.25	1.25	100.0%	--	0.0%	--	1	--	--	--	--	--	--	0	--
HHSA (PUBLIC HEALTH)	1100	29.00	11.00	37.9%	4	13.8%	2	1	--	--	--	1	--	--	16	1
HHSA (PUBLIC HEALTH BIOTERRORISM AS)	4780	2.00	1.00	50.0%	1	50.0%	--	--	1	--	--	--	--	--	1	--
HHSA (PUBLIC HEALTH CCS)	1100	7.00	2.00	28.6%	1	14.3%	1	2	1	--	--	--	--	--	5	--
HHSA (PUBLIC HEALTH NURSING)	1100	22.00	8.00	36.4%	8	36.4%	1	2	--	--	--	1	--	--	10	3
HHSA (PUBLIC HEALTH TOBACCO ED)	4530	1.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	1	--
HHSA (PUBLIC HEALTH WIC)	4180	14.20	6.00	42.3%	--	0.0%	--	1	--	--	--	1	--	--	8	--
HHSA (SOCIAL SERVICES)	1100	404.00	74.00	18.3%	67	16.6%	35	17	19	--	--	35	--	--	271	26
HHSA (WHOLE PERSON CARE)	1227	2.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	2	--
<i>HHSA Total:</i>		<i>623.05</i>	<i>162.25</i>	<i>26.0%</i>	<i>92</i>	<i>14.8%</i>	<i>41</i>	<i>29</i>	<i>24</i>	<i>0</i>	<i>0</i>	<i>39</i>	<i>0</i>	<i>0</i>	<i>393</i>	<i>30</i>

**BOARD OF SUPERVISORS VACANCY/RECRUITMENT UPDATE**

Pay Period 03-21, January 24, 2021 - February 6, 2021

DEPARTMENT/OFFICE	FUND	TOTAL ALLOCATED FTE POSITIONS	VACANT FTE POSITIONS	VACANCY RATE (All Vacant Regardless of Recruitment Status)	POSITIONS IN RECRUITMENT (AS OF REPORT DATE)	VACANCY RATE* (Positions in Recruitment)	NEW HIRES SINCE 7/1/20	SEPARATIONS SINCE 7/1/20	EMPLOYEES ON LEAVE	EMPLOYEES IN BOONVILLE	EMPLOYEES IN COVELO	EMPLOYEES IN FORT BRAGG	EMPLOYEES IN LAYTONVILLE	EMPLOYEES IN POINT ARENA	EMPLOYEES IN UKIAH	EMPLOYEES IN WILLITS
HUMAN RESOURCES	1100	19.00	5.00	26.3%	--	0.0%	--	--	1	--	--	--	--	--	14	--
HUMAN RESOURCES (EMPLOYEE WELLNESS)	1100	1.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	1	--
HUMAN RESOURCES (HEALTH BENEFITS)	7150	4.00	1.00	25.0%	--	0.0%	--	--	--	--	--	--	--	--	3	--
<i>Human Resources Total:</i>		<i>24.00</i>	<i>6.00</i>	<i>25.0%</i>	<i>0</i>	<i>0.0%</i>	<i>0</i>	<i>0</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>18</i>	<i>0</i>
PLANNING AND BUILDING	1100	43.50	7.00	16.1%	4	9.2%	6	5	1	--	--	7	--	--	30	--
PLANNING AND BUILDING (CANNABIS PROGRAM)	1100	8.00	2.00	25.0%	1	12.5%	2	1	--	--	--	--	--	--	6	--
<i>Planning and Building Total:</i>		<i>51.50</i>	<i>9.00</i>	<i>17.5%</i>	<i>5</i>	<i>9.7%</i>	<i>8</i>	<i>6</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>7</i>	<i>0</i>	<i>0</i>	<i>36</i>	<i>0</i>
PROBATION	1100	47.00	12.00	25.5%	3	6.4%	--	2	--	--	--	3	--	--	28	4
PROBATION (JUVENILE HALL)	1100	25.00	9.00	36.0%	1	4.0%	--	--	--	--	--	--	--	--	16	--
<i>Probation Total:</i>		<i>72.00</i>	<i>21.00</i>	<i>29.2%</i>	<i>4</i>	<i>5.6%</i>	<i>0</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>3</i>	<i>0</i>	<i>0</i>	<i>44</i>	<i>4</i>
PUBLIC DEFENDER	1100	24.00	0.00	0.0%	--	0.0%	5	2	1	--	--	2	--	--	22	--
PUBLIC DEFENDER (ALTERNATE DEFENDER)	1100	6.50	1.00	15.4%	--	0.0%	--	--	--	--	--	--	--	--	6	--
<i>Public Defender Total:</i>		<i>30.50</i>	<i>1.00</i>	<i>3.3%</i>	<i>0</i>	<i>0.0%</i>	<i>5</i>	<i>2</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>28</i>	<i>0</i>
RETIREMENT	1100	5.00	0.00	0.0%	--	0.0%	1	1	--	-	-	-	-	-	5	--
<i>Retirement Total:</i>		<i>5.00</i>	<i>0.00</i>	<i>0.0%</i>	<i>0</i>	<i>0.0%</i>	<i>1</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>5</i>	<i>0</i>
SHERIFF-CORONER	1100	114.00	15.00	13.2%	8	7.0%	3	3	6	--	--	8	--	--	77	14
SHERIFF-CORONER (COPS PROGRAM AB3229)	1210	1.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	1	--
SHERIFF-CORONER (JAIL)	1100	73.00	14.00	19.2%	6	8.2%	1	4	3	--	--	--	--	--	59	--
SHERIFF-CORONER (OFFICE OF EMERGENCY SERVICES)	1100	2.00	1.00	50.0%	--	0.0%	--	--	--	--	--	--	--	--	1	--
<i>Sheriff-Coroner Total:</i>		<i>190.00</i>	<i>30.00</i>	<i>15.8%</i>	<i>14</i>	<i>7.4%</i>	<i>4</i>	<i>7</i>	<i>9</i>	<i>0</i>	<i>0</i>	<i>8</i>	<i>0</i>	<i>0</i>	<i>138</i>	<i>14</i>
TRANSPORTATION	1200	92.80	25.00	26.9%	7	7.5%	--	5	4	4	2	10	5	4	36	7
TRANSPORTATION (ENGINEERING & TECHNICAL ASSIST)	1100	7.00	2.00	28.6%	2	28.6%	--	--	--	--	--	--	--	--	5	--
<i>Transportation Total:</i>		<i>99.80</i>	<i>27.00</i>	<i>27.1%</i>	<i>9</i>	<i>9.0%</i>	<i>0</i>	<i>5</i>	<i>4</i>	<i>4</i>	<i>2</i>	<i>10</i>	<i>5</i>	<i>4</i>	<i>41</i>	<i>7</i>
TREASURER-TAX COLLECTOR	1100	6.00	1.00	16.7%	1	16.7%	--	--	--	--	--	--	--	--	5	--
TREASURER-TAX COLLECTOR (COURT AB233 PROGRAM)	1100	6.00	1.00	16.7%	--	0.0%	1	--	1	--	--	--	--	--	5	--
<i>Treasurer-Tax Collector Total:</i>		<i>12.00</i>	<i>2.00</i>	<i>16.7%</i>	<i>1</i>	<i>8.3%</i>	<i>1</i>	<i>0</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>10</i>	<i>0</i>
<b>COUNTYWIDE TOTAL:</b>		<b>1417.65</b>	<b>321.25</b>	<b>22.7%</b>	<b>159</b>	<b>11.2%</b>	<b>90</b>	<b>83</b>	<b>44</b>	<b>4</b>	<b>6</b>	<b>84</b>	<b>5</b>	<b>5</b>	<b>940</b>	<b>63</b>

## CEO Priority Planning Items for Years 2021-2023

February, 2021

<b><i>Items to Consider</i></b>	
<b>Topic</b>	<b>Detail</b>
CEO intends to depart the CEO position in the Fall of 2022	CEO will enhance capacity throughout the organization in preparation of the CEO's planned departure in Fall of 2022 to achieve a successful transition. Part of the transition will be to review CEO versus CAO model for Mendocino County.
CEO intends to facilitate the creation of a Five Year Strategy for the County of Mendocino	CEO will work with Supervisors McGourty and Haschak on a workshop and follow-up plan to create a Five Year Strategy. This process will be completed within 12 months.
<b><i>Strategic Plan - Economic Goals</i></b>	
<b>Topic</b>	<b>Detail</b>
Enhance County (PBS) planning services to facilitate economic development	CEO will work with the Board ad hoc, planning staff and community stakeholders to recommend steps to enhance planning services.
The Executive Office will prepare an informational presentation to the BOS regarding strategically investing the one-time PG&E disaster settlement funds	BOS will be asked for direction during 2020-21 mid-year budget workshop.
<b><i>Strategic Plan - Organizational Goals</i></b>	
<b>Topic</b>	<b>Detail</b>
Review the county organization for needed operational and cultural changes	Along with the development of the Five Year Strategy, the organization needs to be reviewed, similar to HHS's review, to determine any necessary changes to move the organization forward. BOS will be asked to take a greater role in leading the County organization.
CEO will discuss top Board priorities to ensure projects in support of Board goals move forward	CEO's Office will fill key positions this year.
CEO will work to improve delivery of County services	CEO will look at options for delivering services, to the public by implementing additional 24/7 online platforms.



# Oak and August Complex Fire Recovery Update

February 19, 2021

## Oak Fire Recovery Update

**Overview:** The Oak Fire started on September 7, 2020 five miles north of Willits and burned 1,100 acres. The fire destroyed 56 structures, including 31 residences.

### FEMA Individual Assistance

*Registration Deadline: 12/16/2020*

**Last updated 2/15/2021**

Individuals & Households Program (IHP) Breakdown	
Total Registrations	116
Daily Registrations	0
IHP Referrals	92
IHP Approved	3
IHP \$ Amount Approved	\$90,086.13

Housing Assistance (HA) Program Breakdown	
HA Referrals	87
HA Approved	3
HA \$ Amount Approved	\$78,958.65
Rental Assistance	2
Rental Assistance \$ Approved	\$4,362.00

Other Needs Assistance (ONA) Program Breakdown	
ONA Referrals	45
ONA Approved	1
ONA \$ Amount Approved	\$11,127.48

### Small Business Administration Loans

**Last Updated 2/19/2021**

	Home Loan Applications	Business Loan Applications	Total
FEMA Referrals	95	36	131
Applications Received	21	9	30
Applications Approved	3	0	3
Dollars Approved	\$338,600	\$0	\$338,600



# Oak and August Complex Fire Recovery Update

February 19, 2021

## State Assistance Programs

Program	Deadline
Disaster CalFresh	November 16-20, 2020
Disaster Unemployment Assistance	December 3, 2020

## Community Engagement

Milestone	Lead Agency	Status	Unmet Needs
Local Assistance Centers	County/EO	The County, in partnership with Cal OES, FEMA, and community organizations, set up a Local Assistance Center in Willits on 10/26/20 in order to provide resources and assistance to those affected by the Oak Fire.	
Mobile Registration Intake Center	FEMA	FEMA representatives were on site in Willits from 10/26 to 10/29/2020 in order to provide resources and assistance to those affected by the Oak Fire.	
Outreach during Phase 1 of Debris Removal	County/Public Health	During the week of 11/9, County Public Health: <ul style="list-style-type: none"> <li>• Provided Right of Entry paperwork to give property owners time to read through the documents</li> <li>• Provided wattles to property owners to help protect against erosion               <ul style="list-style-type: none"> <li>◦ County provided flyers with a QR code that links to a video on how to install wattles</li> </ul> </li> </ul>	
Town Hall	County	<ul style="list-style-type: none"> <li>• Webinar on 11/19/20</li> <li>• The County, FEMA, and Cal OES provided fire survivors with information on fire recovery programs and answered questions from community members</li> <li>• Topics covered: FEMA mitigation, individual assistance, business assistance, watershed protection, debris removal, cannabis, behavioral health services, social services (Disaster CalFresh and housing programs), and disaster case management</li> <li>• Estimated that at least 15 community members participated via Zoom</li> <li>• Options for community members to view and ask questions via phone, Zoom, YouTube, and Facebook</li> </ul>	<ul style="list-style-type: none"> <li>• A virtual format may have been inaccessible to community members who do not have internet connection or phone reception</li> </ul>
Disaster Case Management	FEMA	<ul style="list-style-type: none"> <li>• Cal OES is expecting FEMA to approve the grant application for Disaster Case Management for DR-4569 over the next 2-3 weeks</li> <li>• Service provider for Mendocino County will be North Coast Opportunities (NCO)</li> </ul>	



# Oak and August Complex Fire Recovery Update

February 19, 2021

## Debris removal

Milestone	Lead agency	Status	Unmet needs
Phase 1: Remove household hazardous waste (HHW)	California Department of Toxic Substances Control (DTSC)	<p>Completed 11/11-11/19</p> <p>Organizations involved included:</p> <ul style="list-style-type: none"> <li>• County Public Health               <ul style="list-style-type: none"> <li>○ Communicated with DTSC and property owners</li> <li>○ Requested that property owners leave their gates open to facilitate clean up</li> </ul> </li> <li>• ANCON               <ul style="list-style-type: none"> <li>○ Contract with DTSC</li> <li>○ Removed, consolidated, and prepared HHW for transport</li> </ul> </li> <li>• LACO               <ul style="list-style-type: none"> <li>○ Engineering consulting firm and County partner</li> <li>○ Assisted with HHW clean up</li> </ul> </li> <li>• DTSC returned to the County during the week of 2/8 to do asbestos assessments and household hazardous waste removal for any property that was missed during Phase 1 debris removal in December</li> </ul>	
Phase 2: Remove the majority of burn debris and vehicles	Cal OES	<ul style="list-style-type: none"> <li>• Site assessments and vehicle assessments in progress by Tidal Basin (debris contractor)</li> <li>• Debris removal timeline is changing due to delays; Cal OES will keep the County updated               <ul style="list-style-type: none"> <li>○ Contract with Tidal Basin ends 05/1/21</li> </ul> </li> <li>• Site and arborist assessment</li> <li>• Removal of ash, debris, and burned vehicles from properties</li> <li>• Hazardous tree removal: Any trees that will hit the public right of way and are dead or dying</li> <li>• Asbestos survey and removal</li> <li>• Soil testing for heavy metals</li> <li>• Erosion control</li> <li>• County working with DMV and CHP to purge VIN numbers of damaged vehicles               <ul style="list-style-type: none"> <li>○ CHP will be in County starting 2/23 to pull VIN numbers from vehicles, will pass VINs to County to complete forms</li> </ul> </li> <li>• County must receive a signed Right-of-Entry (ROE) permit from each property owner in order to implement Phase 2               <ul style="list-style-type: none"> <li>○ If property owners do not sign ROEs, they must clean up the debris privately to state standards.</li> </ul> </li> </ul>	County needs a plan to clean up cannabis-related debris, which is not covered under phase 1 or 2.
Watershed protection and erosion control	County, collaborating with LACO, Cal OES, and the California Conservation Corps (CCC)	<ul style="list-style-type: none"> <li>• LACO conducted a watershed impact assessment during the week of 11/16               <ul style="list-style-type: none"> <li>○ Initial watershed concerns found from assessment: sediment deposition from damaged culverts, roads, and firebreaks</li> <li>○ Shows a need for long-term soil stabilization</li> </ul> </li> </ul>	



# Oak and August Complex Fire Recovery Update

February 19, 2021

		<ul style="list-style-type: none"> <li>• CCC completed work on 1/21               <ul style="list-style-type: none"> <li>◦ Installed straw wattles, silt barriers (silt socks and fences), straw and wood mulch</li> </ul> </li> <li>• Post-CCC watershed assessment by LACO complete</li> <li>• (Projects on private property require an ROE)</li> </ul>	
Right-of-Entry Permits	Planning and Building	<ul style="list-style-type: none"> <li>• County deadline: 12/4/20</li> <li>• State deadline: 2/15/21</li> <li>• Submitted: 15</li> <li>• Private cleanup: 3</li> <li>• Needed: 0</li> </ul>	
Urgency Ordinance	Board of Supervisors; Planning and Building	<ul style="list-style-type: none"> <li>• Required before the County can enforce abatement for parcels that have not submitted an ROE or completed private clean-up</li> <li>• The Board passed the ordinance on 12/15/20</li> </ul>	

## August Complex Recovery Update

### Overview:

The fires that eventually merged into the August Complex started on August 16 and 17, 2020. The August Complex burned 1,032,648 acres, primarily in the Mendocino, Shasta-Trinity, and Six Rivers National Forests. Within Mendocino County, the August Complex burned an estimated 172,929 acres and destroyed at least 16 structures, including 10 residences.

### FEMA Individual Assistance

*Registration Deadline Extended: 12/11/2020*

**Last updated: 2/15/2021**

Individuals & Households Program (IHP) Breakdown	
Registration	75
IHP Referrals	53
IHP Approved	0
IHP \$ Amount Approved	\$0.00

Housing Assistance (HA) Program Breakdown	
HA Referrals	50
HA Approved	0
HA \$ Amount Approved	\$0.00
Rental Assistance	0
Rental Assistance \$ Approved	\$0.00

Other Needs Assistance (ONA) Program Breakdown	
ONA Referrals	26
ONA Approved	0
ONA \$ Amount Approved	\$0.00



# Oak and August Complex Fire Recovery Update

February 19, 2021

## FEMA Public Assistance

*Deadline to identify damages and impacts: 1/22/2021*

## State Assistance Programs

Program	Deadline
Disaster Unemployment Assistance	Program ends February 20, 2021

## Small Business Administration Loans

*Last updated 2/19/2021*

	Home Loan Applications	Business Loan Applications	Total
FEMA Referrals	51	24	75
Applications Received	5	1	6
Applications Approved	0	0	0
Dollars Approved	\$0	\$0	\$0

## Community Engagement

Milestone	Lead Agency	Status	Unmet Needs
Local Assistance Centers	County/EO	The County, in partnership with Cal OES and community organizations, set up a Local Assistance Center in Covelo on 10/28/20 in order to provide resources and assistance to those affected by the August Fire.	
Outreach during Phase 1 of Debris Removal	County/Public Health	During the week of 11/9, County Public Health: <ul style="list-style-type: none"> <li>• Provided Right of Entry paperwork to give property owners time to read through the documents</li> <li>• Provided wattles to property owners to help protect against erosion               <ul style="list-style-type: none"> <li>◦ County provided flyers with a QR code that links to a video on how to install wattles</li> </ul> </li> </ul>	
Town Hall	County	<ul style="list-style-type: none"> <li>• Webinar on 11/19/20</li> <li>• The County, FEMA, and Cal OES provided fire survivors with information on fire recovery programs and answered questions from community members</li> <li>• Topics covered: FEMA mitigation, individual assistance, business assistance, watershed protection, debris removal, cannabis, behavioral health services, social services (Disaster CalFresh and housing programs), and disaster case management</li> <li>• Estimated that at least 15 community members participated via Zoom</li> </ul>	<ul style="list-style-type: none"> <li>• A virtual format may have been inaccessible to community members who do not have internet connection or phone reception</li> </ul>



# Oak and August Complex Fire Recovery Update

February 19, 2021

		<ul style="list-style-type: none"> <li>Options for community members to view and ask questions via phone, Zoom, YouTube, and Facebook</li> </ul>	
Mobile registration intake center (MRIC)	FEMA	<ul style="list-style-type: none"> <li>FEMA set up an MRIC in Covelo at the Round Valley Public Library from 12/4-12/6/2020 to help fire survivors register for federal assistance programs.</li> </ul>	
Disaster Case Management	FEMA	<ul style="list-style-type: none"> <li>FEMA approved the Disaster Case Management application for all counties declared for Individual Assistance under DR-4558</li> <li>Service provider for Mendocino County will be North Coast Opportunities (NCO)</li> </ul>	

## Debris Removal

Milestone	Lead agency	Status	Unmet needs
Phase 1: Remove household hazardous waste (HHW)	California Department of Toxic Substances Control (DTSC)	<p>Completed 11/11-11/19</p> <p>Organizations involved included:</p> <ul style="list-style-type: none"> <li>County Public Health               <ul style="list-style-type: none"> <li>Communicated with DTSC and property owners</li> <li>Requested that property owners leave their gates open to facilitate clean up</li> </ul> </li> <li>ANCON               <ul style="list-style-type: none"> <li>Contract with DTSC</li> <li>Removed, consolidated, and prepared HHW for transport</li> </ul> </li> <li>LACO               <ul style="list-style-type: none"> <li>Engineering consulting firm and County partner</li> <li>Assisted with HHW clean up</li> </ul> </li> <li>DTSC returned to the County during the week of 2/8 to do asbestos assessments and household hazardous waste removal for any property that was missed during Phase 1 debris removal in December</li> </ul>	
Phase 2: Remove the majority of burn debris and vehicles	Cal OES	<ul style="list-style-type: none"> <li>Site assessments and vehicle assessments in progress by Tidal Basin (debris contractor)</li> <li>Debris removal timeline is changing due to delays; Cal OES will keep the County updated               <ul style="list-style-type: none"> <li>Contract with Tidal Basin ends 05/1/21</li> </ul> </li> <li>Site and arborist assessment</li> <li>Removal of ash, debris, and burned vehicles from properties</li> <li>Hazardous tree removal: Any trees that will hit the public right of way and are dead or dying</li> <li>Asbestos survey and removal</li> <li>Soil testing for heavy metals</li> <li>Erosion control</li> <li>County working with DMV and CHP to purge VIN numbers of damaged vehicles</li> </ul>	County needs a plan to clean up cannabis-related debris, which is not covered under phase 1 or 2.



# Oak and August Complex Fire Recovery Update

February 19, 2021

		<ul style="list-style-type: none"> <li>○ CHP will be in County starting 2/23 to pull VIN numbers from vehicles, will pass VINs to County to complete forms</li> <li>• County must receive a signed Right-of-Entry (ROE) permit from each property owner in order to implement Phase 2               <ul style="list-style-type: none"> <li>○ If property owners do not sign ROEs, they must clean up the debris privately to state standards.</li> </ul> </li> </ul>	
Watershed protection and erosion control	County, collaborating with LACO, Cal OES, and CCC	<ul style="list-style-type: none"> <li>• Watershed impact assessment by LACO is complete</li> <li>• CCC completed work on 1/21               <ul style="list-style-type: none"> <li>○ Installed straw wattles, silt barriers (silt socks and fences), straw and wood mulch</li> <li>○ Post-CCC assessment by LACO completed on 2/4/21</li> </ul> </li> <li>• (Projects on private property require an ROE)</li> </ul>	
Right-of-Entry Permits	Planning and Building	<ul style="list-style-type: none"> <li>• County deadline: 12/4/20</li> <li>• State deadline: 2/15/21</li> <li>• Submitted: 16</li> <li>• Private cleanup: 1</li> <li>• Needed: 3</li> <li>• Ineligible: 1</li> </ul>	
Urgency Ordinance	Board of Supervisors; Planning and Building	<ul style="list-style-type: none"> <li>• Required before the County can enforce abatement for parcels that have not submitted an ROE or completed private clean-up</li> <li>• The Board passed the ordinance on 12/15/20</li> </ul>	



## **Health and Human Services Agency Status Report February 8, 2021**

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

- Continues to offer Substance Use Disorder Treatment services to clients via telephone, telehealth, limited in-person contact, and continues to provide drug-testing services. Medi-Cal Expansion for Substance Use Treatment – Organized Delivery System, which began on July 1, 2020. The County and contracted providers continue to provide mental health services through the use of telephone and telehealth for counseling and medication services; face-to-face and crisis services are provided while adhering to social distancing requirements and using Personal Protective Equipment.
- Continues to operate a Warm Line staffed by employees trained in crisis-response, providing telephone-based emotional support for Mendocino County residents who feel stressed, isolated, or overwhelmed. The Warm Line is currently available Monday - Saturday from 7:30 am to 6:00 pm at 1-707-472-2311 or toll-free at 1-833-955-2510.
- BHRS participated in the Local Assistance Centers (LACs) in Willits and Covelo, and between 15-20 individuals stopped by our tables. BHRS provided materials for the MCWOW wellness bags; they created approximately 1300 bags. Wellness groups continue to be offered by BHRS, and we continue to accept ideas on other groups that may be needed. Fort Bragg Substance Use Disorders Treatment is now offering Intensive Outpatient Treatment and Pre-trial Diversion.
- Behavioral Health and Recovery Services offer community support groups on various days/times focused on different topics for our community's convenience. All groups are available to the public, free to access, and are only available virtually via Zoom or by call-in access. Spanish support groups are also available. These groups are supportive, educational, and fun to help cope with the COVID pandemic and any other events affecting our everyday lives. You can find more information at <https://www.facebook.com/MendoBHRS>. All essential Behavioral Health staff, which work directly with clients, have been given the opportunity to receive the COVID-19 vaccine.

## **Social Services**

### ***Social Services Fiscal***

*“Exemplary – Serving as a desirable model; representing the best of its kind.”*

This was the comment made by California Department of Social Services (CDSS) Monitoring staff regarding Mendocino County Social Services Fiscal, in reference to the application and maintenance of backup documentation, System Award Management (SAMS) queries, suspension and debarment compliance, and claiming instructions.

The CDSS Fiscal Monitoring Review (FMR) team “monitored” HHSA’s Social Services Branch for five solid days this last December 7<sup>th</sup>, 2020 through December 11<sup>th</sup>, 2020. This FMR ensures compliance with both Budget Fidelity and Program Integrity, while it also verifies that all Federal and State laws per State CDSS instructions and guidance are followed.

It was explained, “The County displayed exemplary practices for backup documentation, System Award Management (SAMS) queries, suspension and debarment, and claiming instructions.”

The CDSS Monitoring team reviews all 58 counties on a rotating basis. Mendocino’s last review was done by this same team in 2012 and the County received a far more standard, but positive, review then too, but the difference is astounding.

“The CDSS would like to acknowledge a best practice for Mendocino HHSA,” stated the State CDSS monitoring team. “The county included an exceptionally detailed PowerPoint for processes and procedures related to System Award (SAM) queries. Mendocino County HHSA’s back documentation and organization are outstanding.”

Since 2014, the entire county has started to push responsibility and decision making to boots-on-the-ground staff. HHSA’s dedicated Social Services Fiscal SEIU staff have enthusiastically engaged with this initiative as public servants, and have implemented the Intent Based Leadership at All Levels concept, which empowers employees in a manner that increases creativity and personal responsibility.

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

- Continues to facilitate the Great Plates Delivered program with a current end date of February 6<sup>th</sup>, 2021. This a meal delivery service for Mendocino County’s older adults. Great Plates Delivered has two purposes: 1. To help seniors (65+) and other adults (60-64) at High Risk from COVID-19, (having documented exposure to COVID-19 or underlying health conditions) to stay home and stay healthy by receiving three restaurant-provided nutritious meals a day. 2. To

provide essential economic stimulus to local businesses struggling to stay afloat during the COVID-19 crisis. As of February 1st, 2021 the Great Plates program is delivering 12,618 meals weekly and overall 227,707 meals have been delivered since the beginning of the program. Seniors interested in applying for this program can contact Mendocino County Adult & Aging Services at 707-463-7900 or toll free at 1-877-327-1799. Seniors can also apply online at [mendocinocounty.org/greatplates](http://mendocinocounty.org/greatplates).

- Public Authority – Continues IHSS provider orientation trainings and fingerprinting, while maintaining all social distancing protocol.
- Continues to track COVID-19 calls from In Home Supportive Services (IHSS) clients and respond to emergent needs within 24 hours.
- Continues to distribute gloves and masks to all essential IHSS Workers.
- Continues to provide critical essential services to clients.

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

- Continues to facilitate family visits between children in foster care and their parents, siblings and other relatives. Most visitation has resumed in-person after a case-by-case and visit-by-visit assessment to ensure the health and safety of all visiting parties, supervising staff and foster caregivers. Visits through video and/or phone continue as a supplement to in-person visitation or in lieu of in-person visitation if there are health concerns.
- Continues to support children, young adults and families involved in our dependency system through regular monthly contacts with their social worker. Due to the County's return to the purple tier, monthly in-person contacts may occur by video instead of in-person, on a case-by-case determination per State guidance. Staff are provided with gloves, masks and hand sanitizer in order to maintain safety for staff and clients.
- Continues to provide mandated services to respond to child abuse and neglect referrals and meet the needs of clients, while maintaining the safety and protection of all individuals. Social Workers conducting abuse and neglect investigations are provided with Personal Protective Equipment to use, and have been provided with guidelines from the State to safely conduct investigations while still ensuring child safety.

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

- Continues to process program applications and verifications received electronically, by mail, fax, or e-mail, as well as documents received from our drop-boxes outside of our Ukiah and Fort Bragg offices. All applications are screened for emergency services, and any required interviews are completed by telephone.
- The Department of Health Care Services has extended the delay in processing of annual Medi-Cal Redeterminations and reported changes in circumstances to avoid loss of Medi-Cal coverage for Medi-Cal beneficiaries. EFAS continues to focus attention on application processing to ensure that health insurance is

not a barrier to care for our community. Mendocino County's Medi-Cal caseload has grown by 8% since January 1, 2020, from 17,633 cases to 19,091 cases.

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

- The ACT Team continues to work closely with community partners and the CEO's Office on the implementation of Project Homekey - a project that will provide over 50 units of permanent and transitional housing to homeless individuals. Depending on the construction remodel schedule, the project is on track to open to new residents by March 31. A Community Meeting about the project was held on January 27, 2020, with roughly 45 people in attendance. A new website for this project has been launched at [www.projecthomekeymendocino.org](http://www.projecthomekeymendocino.org).
- The ACT Team continues to manage the local implementation of California's Project Roomkey, which provided motel rooms to high-risk unhoused individuals who meet specific criteria as a protection from COVID-19 spread. At present, Project Roomkey is providing housing support to approximately 47 high-risk households. Program capacity is very limited.
- Working with community partners, the ACT Team worked collaboratively with law enforcement organizations to provide assistance and support to individuals living in six different homeless encampments since June, in four different locations in Ukiah, one in Fort Bragg, and one in Willits. ACT Team has also engaged in initial discussions with residents of Gualala and Point Arena around homeless issues experienced in an isolated and rural area of that community.
- Community Outreach unit continues to work with CBO partners to help them navigate through the CalFresh, Medi-Cal and Covered California programs for families. The Outreach Unit convenes and facilitates meetings between County staff and community agencies to focus on children's health and resource navigation. During the pandemic, Outreach Unit staff have been working directly with families needing to apply for benefits and access COVID related services. A new RFP for CalFresh Outreach Services will be released in February.
- ACT Team staff continue to work collaboratively with the Board of the Mendocino County Homeless Services Continuum of Care to utilize pandemic-related funding to support the pandemic-related needs of homeless service providers. Most recently, the CoC has worked collaboratively with ACT Team staff to efficiently deploy new pandemic-related funding for Emergency Shelters in Mendocino County.
- ACT Team continues to manage the implementation of the County's Whole Person Care program, focusing on those individuals in our communities with complex medical and behavioral health conditions and needs.

### **Public Health**

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

- health need; manages the COVID-19 vaccine rollout to community partners and the public via vaccination events, while maintaining state and federally-mandated rollout guidelines; monitors public concerns and questions regarding COVID-19 in our county via social media, press conferences and the Call Center; secures Personal Protective Equipment, tests, and relevant couriers; collaborates with different labs in the region to ensure testing continues at the rate necessary; and researches and secures available emergency funding.
- Public Health continues to maintain other infectious disease interventions during COVID-19 incident oversight.
  - The WIC Program has closed the 2020 year with good results. We have increased our participation rate. With new technological capabilities, we continue to serve our community through phone appointments, breast pump delivery, and education. In partnership with First 5, we provide diapers to families in need. We also provide nutrition assistance to low-income eligible parents, pregnant and breastfeeding women countywide.
  - Community Wellness (CW) staff continue to provide support via COVID-19 Contact Tracing and Investigation. CW staff are also working on Vaccine Hesitancy and Outreach and education strategies to reach that disproportionately affected by COVID-19. In addition, CW staff is also preparing messaging for approval to support accurate and targeted information to those along the continuum of vaccine hesitancy.
  - The Community Wellness, Oral Health Program (OHP) is collaborating with all 8 Family Resource Centers (FRCs) county-wide to promote understanding of the importance of oral health in children and young adults. The OHP has provided materials and funding for education to parents and children including information on Oral Health during COVID-19. The team continues to work with the Oral Health Advisory Committee to employ creative solutions for outreach during these unprecedented times.
  - Tobacco Control Program staff collaborate with and support the Tobacco Coalition to promote our youth and community's health via Tobacco and vaping cessation education, policy, and systems change.
  - Each CW Team Member continues to assist in critical services surrounding the COVID-19 pandemic in addition to completing contractual and program requirements for prevention and the wellness of our community.

***Public Health Nursing/Maternal Child Adolescent Health (MCAH), Field Nursing, Healthy Families Home Visiting & CalWORKs Home Visiting***

- Despite increasing vaccination rates, and County case rates decreasing, news of a possible new COVID strain creates a need for improved communication with our participants regarding the importance of continued COVID safety precautions. In January, they have experienced weather that had many out of electricity or road access for supplies. Healthy Families Home Visitors continue to provide support and referral to resources during these difficult times. We were able to supply our families in Covelo food vouchers for immediate safety needs due to the storm and power outages. In the last four weeks, we have provided 16 in-person visits and

20 remote visits, as well as phone calls and texts to 30 participant families. One family has graduated from the Healthy Families Program, and five families have been "out of contact" related to the difficulty of maintaining engagement during the pandemic. We collaborated with Project RoomKey to house a family experiencing housing insecurity during a postoperative healing period. The MCAH team continues to work as contact tracers, COVID-19 testing staff and with Public Health Officer Dr. Andy Coren to get our schools safely reopened.



# VACANCIES

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

**GLENN MCGOURTY**  
First District

**MAUREEN MULHEREN**  
Second District

**JOHN HASCHAK**  
Third District

**DAN GJERDE**  
Fourth District

**TED WILLIAMS**  
Fifth District

**CARMEL ANGELO**  
Chief Executive Officer/Clerk of the Board

**CHRISTIAN M. CURTIS**  
County Counsel

## APPOINTMENTS TO BOARDS AND COMMISSIONS FEBRUARY 12, 2021

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

<b>BOARD / COMMISSION</b>	<b>POSITION / CATEGORY</b>	<b>SEATS OPEN</b>
Air port Land Use Commission	(Planning Commission Representative)	(1)
Air Quality Management District Hearing Board	(Various)	(3)
Anderson Valley Cemetery District	(Trustee)	(5)
Archaeological Commission of Mendocino County	(Industry Representative)	(1)
Assessment Appeals Board	(Various)	(2)
Behavioral Health Advisory Board	(Various)	(8)
Cemetery District of the Redwoods	(Trustee)	(1)
Child Care Planning Council	(Various)	(2)
Civil Service Commission	(Various)	(1)
Community Development Commission	(Various)	(2)
Covelo Public Cemetery District	(Trustee)	(3)
Emergency Medical Care Committee	(Various)	(2)
First 5 Mendocino	(Various)	(3)
Fish Rock Cemetery District	(Trustee)	(1)
Golden Gate Bridge Highway Transportation District	(Mendocino County Representative)	(1)
Gualala Municipal Advisory Council	(Member)	(1)
Health and Human Services Agency Advisory Board (HHSA)	(Various)	(5)
Hopland Municipal Advisory Council	(Member)	(3)
In-Home Supportive Services (IHSS) Advisory Committee	(Various)	(8)
Law Library Board of Trustees	(Various)	(1)
Laytonville Municipal Advisory Council	(Member)	(1)
Library Advisory Board	(Various)	(3)
Little River Airport Advisory Committee	(Various)	(12)
Local Agency Formation Commission	(Alternate City Member)	(1)
Mendocino Council of Governments	(Various)	(1)
Mendocino County Business Improvement District	(Various)	(2)
Mendocino County Climate Action Advisory Committee	(Various)	(7)
Mendocino County Employees' Retirement Association Board	(Various)	(1)
Mendocino County Fish and Game Commission	(Various)	(3)
Mendocino County Planning Commission	(Various)	(1)
Mendocino County Resource Conservation District	(Long-Term Director)	(1)
Mendocino County Tourism Commission	(Various)	(1)
Mendocino Historical Review Board	(Various)	(2)
Mendocino - Little River Cemetery District	(Trustee)	(2)

Museum Advisory Board	(Various)	(2)
North Coast Resource Partnership	(Various)	(1)
Policy Council on Children and Youth (PCCY)	(Various)	(26)
Potter Valley Cemetery District	(Trustee)	(1)
Redwood Valley Municipal Advisory Council	(Various)	(2)
Round Valley Municipal Advisory Council	(Alternate)	(2)
Sonoma Mendocino Economic Development District	(Director)	(2)
Westport Municipal Advisory Council	(Member)	(2)
Westport-Ten Mile Cemetery District	(Trustee)	(1)



# VACANCY NOTICE

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

GLENN MCGOURTY  
First District

MAUREEN MULHEREN  
Second District

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Third District

DAN GJERDE  
Fourth District

TED WILLIAMS  
Fifth District

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

CHRISTIAN M. CURTIS  
County Counsel

Date Posted: February 12, 2021

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

- Covelo Public Cemetery District ..... (1)  
-- Trustee--
- Health and Human Services Agency Advisory Board..... (1)  
-- Community Health Representative--
- Hopland Municipal Advisory Council..... (1)  
-- Member--
- Hopland Municipal Advisory Council..... (1)  
-- Member--
- Hopland Municipal Advisory Council..... (1)  
-- Member--
- Mendocino County Climate Action Advisory Committee ..... (1)  
-- District One Representative--
- Mendocino Historical Review Board..... (1)  
-- Member--
- Sonoma Mendocino Economic Development District ..... (1)  
-- Director--

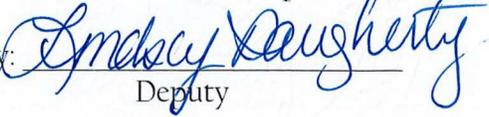
Please note:

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

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

LAST DATE FOR FILING: March 4, 2021, or until filled.

CARMEL J. ANGELO  
Clerk of the Board of Supervisors

By:   
Deputy

PLEASE KEEP POSTED THROUGH: March 5th, 2021