



The CEO Report

July 13, 2021

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Human Resources Update

WELLNESS PROGRAM

Biometric Health Screenings:

Don't miss out! To date, over 450 people have scheduled their Biometric Health Screening appointment for 2021 as a requirement of the Wellness Incentive Program. Screenings provide vital information about your overall health and are worth 20,000 incentive points! Reserve your space by logging in to <https://join.virginpulse.com/mcwow> . Visit the [Benefits page](#) to learn more and schedule your FREE 20 minute appointment.

***As always, your health and wellness is very important to us, so these screenings will be provided in a safe manner adhering to all COVID restrictions and safety measures.*

2021 Wellness Incentive Program:

Participate in healthy behaviors and earn 48,000 points by November 15th to earn \$500 off your 2022 health plan premiums! Over 600 employees are currently participating in the Incentive Program, but there is still plenty of time to get started.

This year's required activities include a Biometric Health Screening (20,000 pts) and completing the online Health Risk Assessment (20,000 pts). Employees then have a range of activities to choose from to earn their remaining 8,000 points.

Visit MCWOW online for more details:

<https://www.mendocinocounty.org/government/human-resources/employee-health-insurance/employee-wellness-program-mcwow/wellness-incentive-program>

WORKFORCE DEVELOPMENT PROGRAM

Supervisor & Management Academy:

Human Resources is pleased to recognize the following 41 employees for completing all course requirements for Academy certification (totaling nearly 30 hours of instruction). Congratulations!

MANAGEMENT ACADEMY GRADUATES

John Bednar – Sheriff's Office
Carmen Macias – District Attorney's Office
John Martire – HHSA: Social Services
Kyra Pearce – Executive Office
Tim Pearce – Sheriff's Office
Andrew Porter – Sheriff's Office
Pauline Rantala – HHSA: Social Services
Emma Saucedo – Executive Office

Human Resources Update Continued

LEADERSHIP INITIATIVE

High Performance Organization (HPO) Training:

Nearly 70 staff completed the 8-hour High Performance Organization training on June 23rd & 24th via Zoom using a variety of learning methods and group activities.

High Performing Organizations experience highly satisfied customers, employees who want to remain on the team, higher employee engagement and morale, and a culture that hinges upon mutual respect, empowerment, accountability, and shared success. The HPO training taught participants how to identify HPO practices and how to incorporate them in their teams, divisions, units, and departments, regardless of title or position.



<https://www.mendocinocounty.org/government/human-resources/leadership-initiative>

HPO Testimonials:

"One of the best trainings I have attended since I began working here!"

"Great class with a lot of helpful and useful information. I am looking forward to better understanding my employees and how they function."

"Always an excellent topic. I have taken this training before, yet still held my interest all day. A good refresher and reminder of important tools."

"I recommended it to coworkers prior to taking it myself and can now be even more enthusiastic about it."

"I feel like the entire organization needs this, including all line staff. This will help overall."

"It's a modern approach to leadership and will hopefully improve the organization."

"I like that it was our coworkers who led, and are deeply committed to leadership, skills development and HPO."

"I felt the material was valuable, pertinent and stimulating."

The training is offered to staff at every level of the organization. Another HPO training will be offered on December 8th or 9th, 2021. Register online by clicking on the following link: <https://forms.gle/ee2tKx5EvQdobkkT6>

Human Resources Update Continued

COVID-19 Response and Statistics: Supplemental Paid Sick Leave (SPSL), mandated by the State of California, provides up to 80 hours of leave to County employees unable to work due to certain COVID-19 related reasons, including symptoms for themselves or for family members, attending vaccine appointments, vaccine-related symptoms and school or child care closures. County employees have used the following SPSL since the availability of the program on March 28, 2021, including retro requests that date back to January 1, 2021. This program ends September 30, 2021.

SPSL for Employee Use Only:

- 21 employees have requested

SPSL for Family Members:

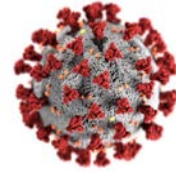
- 8 employees have requested

SPSL for Vaccine and Related Symptoms:

- 58 employees have requested

Combination of COVID-Related and Vaccine-Related:

- 3 employees have requested



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

Behavioral Health and Recovery Services Update

The Behavioral Health and Recovery Services (BHRS) office submits the attached status report, as Attachment 3, to update the Board of Supervisors on the services being provided by BHRS. T

Oak and August Complex Fire Recovery Update

Recovery efforts continue for both the Oak and August Complex fires. Phase 2 of debris removal is still in progress. Within the County, the final signoff is complete for 25 out of 29 parcels participating in the state program, as of July 1. To track debris removal progress, CalOES and CalRecycle have created an [interactive map](#). Disaster case management services are now available through North Coast Opportunities (NCO) by calling 707-621-8817. This update is attached to this report as Attachment 4.



For more information, visit: www.mendocinocounty.org/community/mendocino-strong

Revised Cal/OSHA COVID-19 Regulations

On June 17, 2021, the Occupational Safety and Health Standards Board readopted an amended version of the Emergency Temporary Standards (Cal/OSHA COVID-19 Regulations). These amendments affect many of the requirements that have been in place since the regulations were adopted in November 2020, including those related to employees' use of face coverings, physical distancing at worksites and the installation of partitions between workstations.

The June 17 Amendments to the Cal/OSHA COVID-19 Regulations revise workplace face coverings requirements for employees to align with the June 15 California Department of Public Health (CDPH) guidance for the general public. The June 17 Amendments provide that:

1. Fully vaccinated employees do not have to wear face coverings at work.
2. Physical distancing requirements in the workplace have been removed.
3. Solid partitions between workstations are no longer required and may be removed if the employer elects to do so.



<https://www.mendocinocounty.org/government/planning-building-services/code-enforcement>

Cal/OSHA requires employers to revise their COVID-19 Prevention Plan (CPP) to reflect the new requirements before the changes can be implemented in the workplace. Additionally, Cal/OSHA regulations require employers to document persons fully vaccinated before those workers can go without face coverings in the workplace. Employees will have to provide proof of being fully vaccinated in order to comply with this requirement.

Human Resources and Risk Management are working on revising the CPP and developing required documents, processes, and guidelines to ensure the County adheres to the newest Cal/OSHA regulations. Implementation of the new requirements are anticipated by July 26, 2021.

Information Services Division Update

The County of Mendocino Information Services divisions submits the attached monthly report-out, as Attachment 5, to update the Board of Supervisors on the services being provided by the divisions.

Board of Supervisors Directives Update

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

Attached to this CEO report, as Attachment 6, is a draft list of all current directive as of July 8, 2021.

Budget Report Update

The month of July will be labor intensive and very busy for departments as they will be posting Fiscal Year End revenues and expenses. The Auditor-Controller will be working to close Fiscal Year 2020-21 in August and September, 2021. Once Fiscal Year 2020-21 is closed, the Year-To-Date Actuals reports will be presented for July and August of Fiscal Year 2021-22. The finalized budget reports for Fiscal Year 2020-21 will available at 1st Quarter.

American Rescue Plan Act Update

The American Rescue Plan Act (ARPA) was signed into law on March 11, 2021 and established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Funds, which together make up the Coronavirus State and Local Fiscal Recover Funds (SLFRF) program. The program is intended to provide support to State, territorial, local, and Tribal governments in responding to the economic and public health impacts of Covid-19 and in their efforts to contain impacts on their communities, residents, and businesses, while addressing systemic public health and economic challenges that have contributed to the unequal impact of the pandemic on certain populations.

The allotment to Mendocino County is \$16,849,976, of which 50% will be awarded in FY21-22, and the remaining 50% will be awarded 12 months after the first allocation. The expenditure guidance is set forth by the Department of Treasury. The Fund may only be used to cover costs 1) to respond to the public health emergency or its negative economic impacts, 2) to respond to workers performing essential work during the Covid-19 public health emergency by providing premium pay to eligible workers, 3) for the provision of government services to the extent of the reduction in revenue due to the Covid-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency, 4) or to make necessary investments in water, sewer, or broadband infrastructure, and 5) and be incurred during the period of March 3, 2021, to December 31, 2024, as long as the obligations are expended by and the projects are completed by December 31, 2026.



<https://www.mendocinocounty.org/government/executive-office/past-county-budgets>

Categories	FY 21-22 Projects	FY 21-22 Obligated Projects
Support PH COVID Response	650,000	329,291
Address Negative Economic Impacts	1,000,000	300,000
Water and Sewer Infrastructure	3,650,000	-
Broadband Infrastructure	3,500,000	-
Indirect Expense per 2 CFR 200.414(f)	842,499	842,499
Total	9,642,499	1,471,790

Code Enforcement Update

The County of Mendocino Code Enforcement Division submits the Current Statistics Update, as Attachment 7, to report out to the Board of Supervisors on the services being provided by the Division.

2011 Efficiency Audit of the Mendocino County Sheriff's Office



On May 25, 2021, an item was brought before the Board of Supervisors requesting an outside fiscal audit of the Sheriff's Office, including the Jail. The update included in this report is informational only to provide a historical background on a prior audit performed.

On March 22, 2011, the Board of Supervisors approved the establishment of the Sheriff's Ad-Hoc Committee. The committee recommended to the Board of Supervisors that an audit be performed to determine opportunities to optimize the Sheriff's Office efficiency. The overall desired outcome was to review the organization in areas of management, staffing, service delivery methods, structure, public accessibility and resources deployment (the audit did not include corrections). The Board of Supervisors approved a contract with Harris and Harris Enterprises and the contractor presented a completed audit report at the October 18, 2011 board meeting. In the report six areas were identified with findings and recommendations: County Administration, Sheriff's Overall Operations and Organizational Structure, Field Operations, Animal Control, Communications (Dispatch), and Administrative Services. On January 10, 2012 the Board of Supervisors received the Sheriff's response and disbanded the Ad Hoc Committee and directed staff to work with the Sheriff to schedule continuing progress reports, the first of which was to be presented six months from the date of the meeting. In a search of records, no formal presentation was found.

<https://www.mendocinocounty.org/government/transportation>

Cannabis Program Update

The County of Mendocino Cannabis Program submits the Application Processing Update, as Attachment 8, to report out to the Board of Supervisors on the services being provided by the program.

Facilities and Fleet & Central Services Update

The County of Mendocino Facilities and Fleet & Central Services divisions submits the attached monthly report-out, as Attachment 9, to update the Board of Supervisors on the services being provided by the divisions.

Administration Center Fire Update

"On July 6, 2021, a fire burned a large portion of the County owned facility at 559 Low Gap Rd in Ukiah. Thankfully, none of the GEO Day Reporting Center contract personnel working in the facility were injured. However, the modular building, constructed in 1975, is likely a total loss.

Risk Management, in partnership with Facilities and Fleet and Information Services, will be working with the County's property insurance adjuster, McLaren's, to demolish the facility and remediate any and all safety hazards that exist on the site as a result of the loss. Risk Management anticipates full cost recovery from the County's property insurance program, less the County's deductible.

At this time, it is unknown how the blaze ignited, but the County appreciates the quick work of the Ukiah Valley Fire Department and all other responders, whose rapid action prevented what could have been a multi-building catastrophic loss. "



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/>

Social Services of HHSa Update

The Social Services division of Health and Human Services Agency submits the attached status report, as Attachment 10, to update the Board of Supervisors on the services being provided by Social Services division.



Air Quality Management District Update

The County of Mendocino Air Quality Management District submits the District's Quarterly Update, as Attachment 11, to report out to the Board of Supervisors on the services being provided by Air Quality Management District.

www.mendocinocounty.org/government/health-human-services-agency

Anderson Valley Advertiser Response

Attached to this CEO Report, as Attachment 12, is the response to Mark Scaramella's email *Public Comment/question for Supervisors July 13 Board meeting*.

Agriculture Update

June was a busy month for the Mendocino County Agriculture Department. The Department has all the trappers back out setting and checking traps around the County. The office was busy completing work for many of the programs as the fiscal year came to an end on June 30, 2021.

This fiscal year the County has experienced damaging fires, late freezes, and drought. The County has received disaster declarations from the USDA, the State of California, and Mendocino County Board of Supervisors. Contact the local FSA office (707)468-9223 for disaster assistance if needed. These difficult conditions are leading to increased abandoned and under managed fields as well as a reduction in livestock throughout the County. Please let the Agriculture Department know of any abandoned vineyard. Staff will trap and monitor them for pest. Mendocino County Board of Supervisors has recently discussed the establishment of a County Water Agency. For conservation information please see: <https://www.mendocinocounty.org/government/transportation/mendocino-county-water-agency/drought-water-conservation>.



<https://www.mendocinocounty.org/government/agriculture>

Fire season has begun in Mendocino County. The Agricultural Commissioner's office is working with the Farm Bureau, the Mendocino County Sheriff, and other agencies to develop an AG Pass program. The program, if instated, would assist farmers and ranchers to allow specific individuals to enter their property once an evacuated area is safe enough. Applications for the pass will hopefully be approved prior to the incident for a more efficient reentry program. The Farm Bureau will be notified if and when applications will be accepted. The Mendocino County Agriculture office has a healthy supply of N95 masks at this time. These masks are ready for distribution to protect workers during fire incidents.

Staff hope to have the County Crop Report out in July this year. Information has been flowing in for the Conventional Agricultural Commodities. The department has realized that obtaining cannabis information from growers and Cal Cannabis for a supplement to the crop report is a bit more difficult than anticipated.

The Wildlife Services agreement for Fiscal Year 2021-22 has yet to be decided on by the Mendocino County Board of Supervisors. USDA Wildlife Services is working with the Mendocino County Agricultural Department and a subcommittee of Board of Supervisors to develop a workable plan for Mendocino County. Mendocino County Animal Care is currently working to take over Animal Services from the Sheriff's office. Animal Care is also working on a financial plan to develop a non-lethal program to manage small wildlife.

The combined programs of Agriculture, and Weights and Measures is in need a larger truck with a crane to replace the current F350 and its unreliable crane. The Mendocino County Agriculture office was directed to postpone the request for this vehicle until November 2021.

For the first time in Mendocino County a Bagrada Bug, which is an invasive stink bug, was found in a residential trap in southern Ukiah. The Bagrada Bug is a B rated pest. The adults are black with orange and white markings and are 3/16 to 1/4 inch in length. This insect can produce several generations per year and can cause significant economic impact to agricultural crops. If anyone in Mendocino County has a plant or insect that they would like identified they can bring it into the Mendocino County Agriculture office, located at 890 N. Bush Street, Ukiah.

Cultural Services Agency Update

Libraries

- All branches are open, with reduced hours, to the public due to elevated number of COVID-19 cases and increased hospitalizations.
- 450 County residents had signed up for the Summer Reading Program by the end of June and completed 55,000 hours of reading so far!
- Willits Branch garden boasts kale, tomatoes, squash, pole beans, and sunflowers
- Special Coast Community SRP event: [“Baby Animals of the Mendonoma Coast”](#) a video presentation for children, teens, and adults by Jeanne Jackson, author and ICO “Sightings” columnist.
- Fort Bragg Branch will host an outdoor performance of juggling and comedy by Coventry & Kaluza on July 23, 2021.
- Ukiah Branch staff are presenting Saturday story times at Ukiah’s Farmers’ Market June-October, 2021.
- Ukiah Poet Laureate Melissa Eleftherion Carr will facilitate a Haiku Walk on Saturday, August 7, 2021 at 11:30 am.



Courtesy: Matthew Caine

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

www.mendocinocounty.org/government/cultural-services-agency

Museum

- The intact section of Ben Arthur Cabin has been dried by the Redwood Lumber Company and is being safely stored indoors while an exhibit is being planned.
- The Tack and Saddle collection was treated for mold and moths by Belfor and has returned to a new location that will allow for regular inspection and greater air flow.
- The Museum recently acquired artifacts from the Poulos family’s candy and ice cream store, The Redwood Empire Confectionary, which opened in 1922 on South State Street, and Perkins in Ukiah. Artifacts include candy making machines, candy jars, the original store counter, and framed images.
- Also acquired are two artifacts pertaining to Dr. Babcock: a pocket watch from the Masonic Ambulance Corp. and the screen door from his historic Willits home.

Parks

- An old, dilapidated picnic table at Mill Creek Park is being replaced with a new one made of recycled materials.

Animal Care Services Update

Income Statistics

June 1, 2021 through June 30, 2021

- Two animals impounded for quarantine at the Animal Shelter
- Five dead animals received for disposal
- 17 feral cats received
- Zero animal received for rabies specimen testing
- Five owned animals received by Animal Control or Police/owner in custody
- Ten owned animals impounded in the field to Animal Control or Police
- 18 owner surrendered animals received
- No shelter animals were returned by adopter
- 88 stray animals impounded in the field by Animal Control, Police or came in over the counter from citizens
- Total of 145 animals received at the Animal Shelter

Outcome Statistics

June 1, 2021 through June 30, 2021

- 31 cats adopted
- 19 dogs adopted
- Five "other" animals adopted/auctioned off
- Zero ill/failure to thrive animal died
- Three dead animal disposals
- Seven animals euthanized
- Zero animal sent to laboratory for rabies testing
- Two owner/surrender animals euthanized
- Six trap, neuter and return to field cats
- 40 return to owner animals
- Four animals transferred to other rescue organizations
- A total of 117 animals departed the Animal Shelter



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

www.mendoanimalshelter.com

Upcoming Board Meetings

Regular Meeting	July 13, 2021
Limited Meeting	July 19, 2021
Regular Meeting	July 20, 2021
Regular Meeting	August 3, 2021
Standing Committee	August 9, 2021
Regular Meeting	August 17, 2021
Regular Meeting	August 31, 2021

Dates of Interest

CSAC Legislative Conference	July 16-19, 2021
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Attachments

1. Position Justification Report
2. Vacancy and Recruitment Update
3. Behavioral Health and Recovery Services Update
4. Oak and August Complex Fire Recovery Update
5. Information Services Division Report
6. Board of Supervisors Directives Update
7. Code Enforcement Update
8. Cannabis Program Update
9. Facilities and Fleet & Central Services Update
10. Social Services of HHSA update
11. Air Quality Management Update
12. Anderson Valley Advertiser Response

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

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

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

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June 2021

DEPARTMENT/OFFICE	CLASSIFICATION	POSITION NUMBER	LOCATION	DATE REQUISITION APPROVED	JUSTIFICATION PROVIDED	DATE POSITION FILLED
Animal Care	Animal Facility Attendant	4140	Fort Bragg	4/19/2021	This position performs cleaning, feeding and caring for the shelter animals. If not filled, Ukiah shelter personnel would be required to drive over to the Fort Bragg shelter approximately 5 times a week.	6/13/2021
District Attorney	Deputy District Attorney I	3186	Ukiah	4/13/2021	Position will be responsible for prosecuting lower level misdemeanor cases. In addition the employee will handle the attorney caseload for Asset Forfeiture.	6/13/2021
Executive Office	Principal Administrative Analyst	4386	Ukiah	6/9/2021	The position will be responsible for assisting the ACEO and CEO with the development of the county wide budget and annual budget process.	6/13/2021
Executive Office	Program Specialist I	4261	Ukiah	3/23/2021	Current incumbent is promoting and duties will need to be reassigned to new staff. If not filled, current duties will be added to office staff workloads, resulting in a delay in execution, and staff overtime.	6/13/2021
Executive Office	Program Specialist II	4385	Ukiah	6/9/2021	Position will be taking over contract administration and development. If not filled, deadlines and key components of the Executive Office, such as Legislative matters for the CEO and the BOS, as well as social media coverage, will be at risk of not being adequately managed.	6/13/2021
HHS (Alcohol/Other Drug Program)	Senior Community Health Worker	4311	Ukiah	4/6/2021	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	6/13/2021
HHS (Public Health)	Program Specialist I	3807	Ukiah	4/26/2021	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	6/13/2021
HHS (Social Services)	Account Specialist III	3243	Ukiah	2/23/2021	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	6/13/2021
HHS (Social Services)	Screeener	4356	Ukiah	4/26/2021	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	6/13/2021
Planning and Building	Building Inspector I	500	Fort Bragg	2/18/2021	Shortfall in staffing is creating a delay in permit processing, inability to complete inspections upon request and other related duties. Should we not receive another inspector, there will be continued delays in services provided to the public.	6/13/2021
Sheriff-Coroner (Jail)	Account Specialist III	4058	Ukiah	12/4/2020	Authorizes payments for services, supplies, and equipment, performs accounting and bookkeeping operations, retrieves and confirms invoices and statements, processes accounts payable, enters accounting information, and reconciles journal entries in MUNIS and the AP Module systems.	6/13/2021

June 2021

DEPARTMENT/OFFICE	CLASSIFICATION	POSITION NUMBER	LOCATION	DATE REQUISITION APPROVED	JUSTIFICATION PROVIDED	DATE POSITION FILLED
Animal Care	Animal Facility Attendant	4140	Fort Bragg	4/19/2021	This position performs cleaning, feeding and caring for the shelter animals. If not filled, Ukiah shelter personnel would be required to drive over to the Fort Bragg shelter approximately 5 times a week.	6/13/2021
Sheriff-Coroner (Jail)	Corrections Deputy	2160	Ukiah	5/27/2020	Staffing in the jail, on a daily basis, requires a minimum number of corrections personnel. Vacancies create unplanned overtime expenses and additional workplace related stress when employees are ordered to mandatory overtime on their regular days off.	6/13/2021
Agriculture	Assistant Agricultural Commissioner/Sealer of Weights and Measures	470	Ukiah	6/9/2021	Position is needed to maintain operations and assist the management of the office.	6/27/2021
Executive Office	Senior Administrative Analyst	3612	Ukiah	6/24/2021	This position will be supervising the HHS contracting Unit that is being absorbed by the Executive Office. This position is essential for the contract administration due to the high volume and specific state/federal regulations that comes with HHS Contracts.	6/27/2021
Executive Office (Disaster Recovery)	Principal Administrative Analyst	4382	Ukiah	6/9/2021	The position will be responsible for assisting the ACEO and CEO with identifying, development and processing disaster recovery grants.	6/27/2021
Executive Office (Disaster Recovery)	Principal Administrative Analyst	4383	Ukiah	6/9/2021	The position will be responsible for assisting the ACEO and CEO with identifying, development and processing disaster recovery grants.	6/27/2021
HHS (Alcohol/Other Drug Program)	Deputy Director HHS - Substance Use Disorder Treatment	3681	Ukiah	4/7/2021	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	6/27/2021
HHS (Mental Health)	Program Specialist II	4259	Ukiah	12/1/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	6/27/2021
HHS (Social Services)	Program Specialist I	4016	Ukiah	4/26/2021	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	6/27/2021
Library	Library Assistant	3915	Ukiah	2/23/2021	Position monitors incoming guests, provides circulation, and assists with programs. If not filled, it will be difficult to continue the level of current service and challenging to provide adequate service during the reopening phases.	6/27/2021

Attachment 2

BOARD OF SUPERVISORS VACANCY/RECRUITMENT UPDATE																
Pay Period 13-21, May 30, 2021 - June 26, 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%	3	33.3%	--	--	--	--	--	--	--	--	7	--
<i>Agriculture Total:</i>		<i>9.00</i>	<i>2.00</i>	<i>22.2%</i>	<i>3</i>	<i>33.3%</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>7</i>	<i>0</i>
AIR QUALITY	3270	9.00	3.00	33.3%	2	22.2%	--	--	--	--	--	--	--	--	6	--
<i>Air Quality Total:</i>		<i>9.00</i>	<i>3.00</i>	<i>33.3%</i>	<i>2</i>	<i>22.2%</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	1.00	7.7%	1	7.7%	3	3	--	--	--	2	--	--	10	--
<i>Animal Care Total:</i>		<i>13.00</i>	<i>1.00</i>	<i>7.7%</i>	<i>1</i>	<i>7.7%</i>	<i>3</i>	<i>3</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>10</i>	<i>0</i>
ASSESSOR-CLERK-RECORDER (ASSESSOR)	1100	21.00	1.00	4.8%	1	4.8%	12	8	--	--	--	--	--	--	20	--
ASSESSOR-CLERK-RECORDER (CLERK RECORDER)	1100	3.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	3	--
ASSESSOR-CLERK-RECORDER (COUNTY CLERK-ELECTION)	1100	3.00	0.00	0.0%	--	0.0%	1	--	--	--	--	--	--	--	3	--
<i>Assessor-Clerk-Recorder Total:</i>		<i>27.00</i>	<i>1.00</i>	<i>3.7%</i>	<i>1</i>	<i>3.7%</i>	<i>13</i>	<i>8</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>26</i>	<i>0</i>
AUDITOR-CONTROLLER	1100	12.00	1.00	8.3%	1	8.3%	--	1	--	--	--	--	--	--	12	--
<i>Auditor-Controller 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>1</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>12</i>	<i>0</i>
BOARD OF SUPERVISORS	1100	5.00	0.00	0.0%	--	0.0%	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	15.00	41.7%	1	2.8%	3	1	--	--	--	--	--	--	22	--
<i>Child Support Services Total:</i>		<i>36.00</i>	<i>15.00</i>	<i>41.7%</i>	<i>1</i>	<i>2.8%</i>	<i>3</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>22</i>	<i>0</i>
COUNTY COUNSEL	1100	12.00	2.00	16.7%	2	16.7%	--	1	--	--	--	--	--	--	10	--
<i>County Counsel Total:</i>		<i>12.00</i>	<i>2.00</i>	<i>16.7%</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>10</i>	<i>0</i>
CULTURAL SERVICES AGENCY (LIBRARY)	1205	36.50	9.00	24.7%	3	8.2%	--	3	1	--	4	5	--	2	14	5
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>10.00</i>	<i>24.1%</i>	<i>3</i>	<i>7.2%</i>	<i>1</i>	<i>4</i>	<i>1</i>	<i>0</i>	<i>4</i>	<i>5</i>	<i>0</i>	<i>2</i>	<i>15</i>	<i>8</i>
DISTRICT ATTORNEY	1100	46.00	7.00	15.2%	1	2.2%	6	5	1	--	--	5	--	--	34	--
DISTRICT ATTORNEY (ANTI DRUG ABUSE)	4650	3.00	0.00	0.0%	--	0.0%	--	1	--	--	--	--	--	--	3	--
DISTRICT ATTORNEY (RAPE PROSECUTION)	4480	1.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	1	--
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>7.00</i>	<i>12.7%</i>	<i>1</i>	<i>1.8%</i>	<i>7</i>	<i>6</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>5</i>	<i>0</i>	<i>0</i>	<i>43</i>	<i>0</i>

Attachment 2

BOARD OF SUPERVISORS VACANCY/RECRUITMENT UPDATE

Pay Period 13-21, May 30, 2021 - June 26, 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	13.00	1.00	7.7%	5	38.5%	4	3	1	--	--	--	--	--	14	--
EXECUTIVE OFFICE (CENTRAL SERVICES)	1100	6.00	1.00	16.7%	1	16.7%	3	3	--	--	--	--	--	--	5	--
EXECUTIVE OFFICE (CLERK OF THE BOARD)	1100	3.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	3	--
EXECUTIVE OFFICE (DISASTER RECOVERY)	1225	7.00	3.00	42.9%	1	14.3%	--	--	--	--	--	--	--	--	4	--
EXECUTIVE OFFICE (FACILITIES & FLEET)	1100	39.80	8.00	20.1%	10	25.1%	14	9	1	--	--	2	--	--	29	1
EXECUTIVE OFFICE (GARAGE)	1100	3.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	3	--
EXECUTIVE OFFICE (GENERAL LIABILITY)	7130	2.50	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	3	--
EXECUTIVE OFFICE (HEALTH BENEFITS)	7150	3.00	1.00	33.3%	--	0.0%	--	--	--	--	--	--	--	--	2	--
EXECUTIVE OFFICE (INFORMATION SERVICES)	1100	28.00	4.00	14.3%	2	7.1%	5	4	--	--	--	--	--	--	24	--
<i>Executive Office Total:</i>		<i>105.30</i>	<i>18.00</i>	<i>17.1%</i>	<i>19</i>	<i>18.0%</i>	<i>26</i>	<i>19</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>87</i>	<i>1</i>
FARM ADVISOR	1100	3.00	1.00	33.3%	1	33.3%	--	--	--	--	--	--	--	--	2	--
<i>Farm Advisor Total:</i>		<i>3.00</i>	<i>1.00</i>	<i>33.3%</i>	<i>1</i>	<i>33.3%</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>2</i>	<i>0</i>
HHSA (ADMINISTRATION)	1100	22.00	10.00	45.5%	4	18.2%	1	4	--	--	--	--	--	--	12	--
HHSA (ALCOHOL/OTHER DRUG PROGRAM)	1100	35.00	16.00	45.7%	2	5.7%	1	--	3	--	--	2	--	--	17	--
HHSA (CGAP-DFC GRANT)	4260	1.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	1	--
HHSA (ENVIRONMENTAL HEALTH)	1100	22.60	3.60	15.9%	--	0.0%	--	1	--	--	--	3	--	--	16	--
HHSA (MENTAL HEALTH)	1221	60.00	34.00	56.7%	13	21.7%	2	6	--	--	--	1	--	--	25	--
HHSA (MENTAL HEALTH TREATMENT ACT - MEASURE B)	1224	1.25	1.25	100.0%	--	0.0%	--	1	--	--	--	--	--	--	--	--
HHSA (PUBLIC HEALTH)	1100	29.00	11.00	37.9%	7	24.1%	2	2	1	--	--	1	--	--	16	1
HHSA (PUBLIC HEALTH BIOTERRORISM AS)	4780	2.00	1.00	50.0%	1	50.0%	--	--	1	--	--	--	--	--	2	--
HHSA (PUBLIC HEALTH CCS)	1100	7.00	2.00	28.6%	2	28.6%	1	3	1	--	--	1	--	--	4	--
HHSA (PUBLIC HEALTH NURSING)	1100	22.00	7.00	31.8%	8	36.4%	4	3	--	--	--	2	--	--	12	2
HHSA (PUBLIC HEALTH TOBACCO ED)	4530	1.00	0.00	0.0%	--	0.0%	1	--	--	--	--	--	--	--	1	--
HHSA (PUBLIC HEALTH WIC)	4180	14.20	6.40	45.1%	2	14.1%	--	2	--	--	--	2	--	--	6	--
HHSA (SOCIAL SERVICES)	1100	404.00	73.00	18.1%	63	15.6%	54	35	23	--	--	44	--	--	256	32
HHSA (WHOLE PERSON CARE)	1227	2.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	2	--
<i>HHSA Total:</i>		<i>623.05</i>	<i>165.25</i>	<i>26.5%</i>	<i>102</i>	<i>16.4%</i>	<i>66</i>	<i>57</i>	<i>29</i>	<i>0</i>	<i>0</i>	<i>56</i>	<i>0</i>	<i>0</i>	<i>368</i>	<i>35</i>

Attachment 2

BOARD OF SUPERVISORS VACANCY/RECRUITMENT UPDATE

Pay Period 13-21, May 30, 2021 - June 26, 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	20.00	7.00	35.0%	2	10.0%	--	1	--	--	--	--	--	--	13	--
HUMAN RESOURCES (EMPLOYEE WELLNESS)	1100	1.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	1	--
<i>Human Resources Total:</i>		<i>21.00</i>	<i>7.00</i>	<i>33.3%</i>	<i>2</i>	<i>9.5%</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>14</i>	<i>0</i>
PLANNING AND BUILDING	1100	43.50	6.00	13.8%	12	27.6%	5	5	2	--	--	10	--	--	28	--
PLANNING AND BUILDING (CANNABIS PROGRAM)	1100	8.00	1.00	12.5%	--	0.0%	6	1	--	--	--	--	--	--	7	--
<i>Planning and Building Total:</i>		<i>51.50</i>	<i>7.00</i>	<i>13.6%</i>	<i>12</i>	<i>23.3%</i>	<i>11</i>	<i>6</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>10</i>	<i>0</i>	<i>0</i>	<i>35</i>	<i>0</i>
PROBATION	1100	47.00	10.00	21.3%	1	2.1%	1	2	--	--	--	3	--	--	31	3
PROBATION (JUVENILE HALL)	1100	25.00	9.00	36.0%	2	8.0%	1	4	1	--	--	--	--	--	16	--
<i>Probation Total:</i>		<i>72.00</i>	<i>19.00</i>	<i>26.4%</i>	<i>3</i>	<i>4.2%</i>	<i>2</i>	<i>6</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>3</i>	<i>0</i>	<i>0</i>	<i>47</i>	<i>3</i>
PUBLIC DEFENDER	1100	24.00	2.00	8.3%	--	0.0%	5	3	--	--	--	1	--	--	21	--
PUBLIC DEFENDER (ALTERNATE DEFENDER)	1100	6.50	2.00	30.8%	1	15.4%	--	1	--	--	--	--	--	--	5	--
<i>Public Defender Total:</i>		<i>30.50</i>	<i>4.00</i>	<i>13.1%</i>	<i>1</i>	<i>3.3%</i>	<i>5</i>	<i>4</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>26</i>	<i>0</i>
RETIREMENT	1100	5.00	0.00	0.0%	--	0.0%	--	--	--	-	-	-	-	-	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>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>5</i>	<i>0</i>
SHERIFF-CORONER	1100	114.00	17.00	14.9%	12	10.5%	11	8	5	--	--	14	--	--	73	11
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%	4	9	1	--	--	--	--	--	59	--
SHERIFF-CORONER (OFFICE OF EMERGENCY SERVICES)	1100	2.00	0.00	0.0%	--	0.0%	1	--	--	--	--	--	--	--	2	--
<i>Sheriff-Coroner Total:</i>		<i>190.00</i>	<i>31.00</i>	<i>16.3%</i>	<i>18</i>	<i>9.5%</i>	<i>16</i>	<i>17</i>	<i>6</i>	<i>0</i>	<i>0</i>	<i>14</i>	<i>0</i>	<i>0</i>	<i>135</i>	<i>11</i>
TRANSPORTATION	1200	92.80	29.80	32.1%	2	2.2%	6	12	2	3	3	9	2	4	36	7
TRANSPORTATION (ENGINEERING & TECHNICAL ASSIST)	1100	7.00	1.00	14.3%	--	0.0%	1	--	--	--	--	1	--	--	5	--
TRANSPORTATION (SOLID WASTE)	1100	2.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	2	--
<i>Transportation Total:</i>		<i>101.80</i>	<i>30.80</i>	<i>30.3%</i>	<i>2</i>	<i>2.0%</i>	<i>7</i>	<i>12</i>	<i>2</i>	<i>3</i>	<i>3</i>	<i>10</i>	<i>2</i>	<i>4</i>	<i>43</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	2.00	33.3%	1	16.7%	1	--	1	--	--	--	--	--	4	--
<i>Treasurer-Tax Collector Total:</i>		<i>12.00</i>	<i>3.00</i>	<i>25.0%</i>	<i>2</i>	<i>16.7%</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>9</i>	<i>0</i>
COUNTYWIDE TOTAL:		1434.65	328.05	22.9%	177	12.3%	163	148	46	3	7	108	2	6	929	65



Behavioral Health and Recovery Services (BHRS) Update July, 2021

Mental Health Program:

- A new fiscal year has begun, and we are moving forward with lessening COVID-19 restrictions. Mental Health Services and programs are moving back to a more open door and drop-in services from the individualized appointment, telehealth, and socially distanced services that were required previously. New hours of operation and schedules are being updated and posted on provider websites. We are excited for new and returning MHSAs programs being initiated this fiscal year following the MHSAs request for proposal process.
- Thank you to all of our staff and providers during these uncertain times. Your experience, passion, and dedication have been critical to our ability to care for our community. We are grateful for all of you.

Measure B:

- **Crisis Residential Treatment** - The operator contract with Redwood Community Service was added to the ASO contract, and is effective July 1, 2021. Discussions around the completion of construction and preparing for licensing the facility are in the works. The construction is on track to be completed on time.
- **Mobile Crisis Response Team** - One Mental Health Rehabilitation Specialist has been hired, trained, and has been responding to crises in partnership with Mendocino County Sheriff's Office. We are recruiting for two additional Mental Health Rehabilitation Specialists.
- **Community Education Awareness Project** - The contract is being finalized and will be effective upon completion.
- **Crisis After Care Services** - The contract was approved, and services are effective as of July 1, 2021. All clients who meet the criteria will be offered after-care services, and several have already been identified.

Substance Use Disorder Treatment (SUDT):

- SUDT has recently taken the lead role in handling all referrals for treatment services county-wide and created and implemented an after-hours call system.
- SUDT continues to strive for overall community health and wellbeing by providing services to those impacted by substance use disorders and has entered year two of our collaboration with Partnership Health Plan and the regional model.
- BHRS is working collaboratively with Mendocino County Sheriff's Office (MCSO), Mendocino County Community Health Clinics, and Mendocino Coast Clinic to build The Bridge Program. This collaboration will expand Medication Assisted Treatment (MAT) services within the jail and increase access to services and treatment post-release. Our goal is to help reduce overdoses and deaths in our community.
- SUDT has been working with Health Management Associates (HMA) on a County Touchpoints Learning Collaboration called Child Welfare & Justice Systems Opioid & Stimulant Learning Collaboration. Our collaboration includes numerous County and other community agencies. This work is focused on learning about one another's programs, regulations, and requirements to better communicate and work together for the best outcomes for the clients we serve.
- Finally, SUDT has continued to provide services in Ukiah, Fort Bragg, and Willits throughout this pandemic despite the ever-changing requirements and health orders. I would like to take this opportunity to give a huge shout-out to all SUDT counselors and staff for their passion and a tireless, unyielding dedication to serving our communities.



Oak and August Complex Fire Recovery Update

July 1, 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 05/03/2021

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 05/07/2021

	Home Loan Applications	Business Loan Applications	Total
FEMA Referrals	95	36	131
Applications Received	21	10	31
Applications Approved	3	0	3
Dollars Approved	\$338,600	\$0	\$338,600



Oak and August Complex Fire Recovery Update

July 1, 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	<p>During the week of 11/9, County Public Health:</p> <ul style="list-style-type: none"> • Provided Right of Entry paperwork to give property owners time to read through the documents • Provided wattles to property owners to help protect against erosion <ul style="list-style-type: none"> ◦ County provided flyers with a QR code that links to a video on how to install wattles 	
Town Hall	County	<ul style="list-style-type: none"> • Webinar on 11/19/20 • The County, FEMA, and Cal OES provided fire survivors with information on fire recovery programs and answered questions from community members • 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 • Estimated that at least 15 community members participated via Zoom • Options for community members to view and ask questions via phone, Zoom, YouTube, and Facebook 	<ul style="list-style-type: none"> • A virtual format may have been inaccessible to community members who do not have internet connection or phone reception
Disaster Case Management	FEMA	<ul style="list-style-type: none"> • A statewide hotline to assist survivors of the 2020 wildfires is available through the Catholic Charities of California at (833)-775-3267 • Service provider for Mendocino County will be North Coast Opportunities (NCO) • Disaster case management services are now available through NCO. 	



Oak and August Complex Fire Recovery Update

July 1, 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"> • County Public Health <ul style="list-style-type: none"> ○ Communicated with DTSC and property owners ○ Requested that property owners leave their gates open to facilitate clean up • ANCON <ul style="list-style-type: none"> ○ Contract with DTSC ○ Removed, consolidated, and prepared HHW for transport • LACO <ul style="list-style-type: none"> ○ Engineering consulting firm and County partner ○ Assisted with HHW clean up • 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 	
Phase 2: Remove the majority of burn debris and vehicles	Cal OES	<ul style="list-style-type: none"> • Phase 2 debris removal progress can be tracked with this interactive map. • Progress as of 7/1 <ul style="list-style-type: none"> ○ Pending soil sample results: 2 ○ Rescrape needed: 1 ○ Erosion control complete or waived: 1 ○ Final sign off complete, returned to County: 10 • Phase 2 of debris removal includes: <ul style="list-style-type: none"> ○ Site and arborist assessment ○ Removal of ash, debris, and burned vehicles from properties ○ Hazardous tree removal: Any trees that will hit the public right of way and are dead or dying ○ Asbestos survey and removal ○ Soil testing for heavy metals ○ Erosion control • 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"> ○ If property owners do not sign ROEs, they must clean up the debris privately to state standards. 	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"> • LACO conducted a watershed impact assessment during the week of 11/16 <ul style="list-style-type: none"> ○ Initial watershed concerns found from assessment: sediment deposition from damaged culverts, roads, and firebreaks ○ Shows a need for long-term soil stabilization • CCC completed work on 1/21 <ul style="list-style-type: none"> ○ Installed straw wattles, silt barriers (silt socks and fences), straw and wood mulch • Post-CCC watershed assessment by LACO complete • (Projects on private property require an ROE) 	
Right-of-Entry Permits	Planning and Building	<ul style="list-style-type: none"> • County deadline: 12/4/20 • State deadline: 2/15/21 • Submitted: 15 • Private cleanup: 3 • Needed: 0 	
Urgency Ordinance	Board of Supervisors; Planning and Building	<ul style="list-style-type: none"> • Required before the County can enforce abatement for parcels that have not submitted an ROE or completed private clean-up • The Board passed the ordinance on 12/15/20 	



Oak and August Complex Fire Recovery Update

July 1, 2021

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: 05/03/2021

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

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



Oak and August Complex Fire Recovery Update

July 1, 2021

Small Business Administration Loans

Last updated 05/07/2021

	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	<p>During the week of 11/9, County Public Health:</p> <ul style="list-style-type: none"> • Provided Right of Entry paperwork to give property owners time to read through the documents • Provided wattles to property owners to help protect against erosion <ul style="list-style-type: none"> ○ County provided flyers with a QR code that links to a video on how to install wattles 	
Town Hall	County	<ul style="list-style-type: none"> • Webinar on 11/19/20 • The County, FEMA, and Cal OES provided fire survivors with information on fire recovery programs and answered questions from community members • 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 • Estimated that at least 15 community members participated via Zoom • Options for community members to view and ask questions via phone, Zoom, YouTube, and Facebook 	<ul style="list-style-type: none"> • A virtual format may have been inaccessible to community members who do not have internet connection or phone reception
Mobile registration intake center (MRIC)	FEMA	<ul style="list-style-type: none"> • 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. 	
Disaster Case Management	FEMA	<ul style="list-style-type: none"> • A statewide hotline to assist survivors of the 2020 wildfires is available through the Catholic Charities of California at (833)-775-3267 • The service provider for Mendocino County will be North Coast Opportunities (NCO) • Disaster case management services are now available through NCO. 	



Oak and August Complex Fire Recovery Update

July 1, 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"> • County Public Health <ul style="list-style-type: none"> ○ Communicated with DTSC and property owners ○ Requested that property owners leave their gates open to facilitate clean up • ANCON <ul style="list-style-type: none"> ○ Contract with DTSC ○ Removed, consolidated, and prepared HHW for transport • LACO <ul style="list-style-type: none"> ○ Engineering consulting firm and County partner ○ Assisted with HHW clean up • 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 	
Phase 2: Remove the majority of burn debris and vehicles	Cal OES	<ul style="list-style-type: none"> • Final signoff is complete for all parcels within the August Complex fire footprint participating in the state debris removal program. • Phase 2 debris removal progress can be tracked with this interactive map. • Phase 2 of debris removal includes: <ul style="list-style-type: none"> ○ Site and arborist assessment ○ Removal of ash, debris, and burned vehicles from properties ○ Hazardous tree removal: Any trees that will hit the public right of way and are dead or dying ○ Asbestos survey and removal ○ Soil testing for heavy metals ○ Erosion control • 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"> ○ If property owners do not sign ROEs, they must clean up the debris privately to state standards. 	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 CCC	<ul style="list-style-type: none"> • Watershed impact assessment by LACO is complete • CCC completed work on 1/21 <ul style="list-style-type: none"> ○ Installed straw wattles, silt barriers (silt socks and fences), straw and wood mulch ○ Post-CCC assessment by LACO completed on 2/4/21 • (Projects on private property require an ROE) 	
Right-of-Entry Permits	Planning and Building	<ul style="list-style-type: none"> • County deadline: 12/4/20 • State deadline: 2/15/21 • Submitted: 17 • Private cleanup: 1 • Needed: 1 • Ineligible: 1 	
Urgency Ordinance	Board of Supervisors; Planning and Building	<ul style="list-style-type: none"> • Required before the County can enforce abatement for parcels that have not submitted an ROE or completed private clean-up • The Board passed the ordinance on 12/15/20 	

INFORMATION SERVICES DIVISION
MONTHLY UPDATE

JUNE 2021

Geographic Information System (GIS) Update

The Information Services Division's GIS Staff, create and maintain the SDE Geo Database, a centralized source for the most up to date County GIS data for use with GIS stations in Departments throughout the County. Staff is currently reviewing data sets that require an update once a year or once every two years and bringing these data sets current to 2021. Updates have been completed to the Fire Station and the Hospital & Clinics point layers and staff is currently working updates to the Law Enforcement Stations and School location point layers.

The Information Services Division's GIS Staff, create and maintain two GIS Portals, one on the County's Intranet for use by County Staff and one on the Internet for use by the Public. Current activity includes the addition of the Cannabis Accommodation Combining District areas and the Commercial Cannabis Prohibition Combining District areas to the Land Use and Zoning map application. A new map application has been added to the Public GIS portal depicting the newly created Evacuation Zones.

Public Safety Communications Update

Public Safety Communications tower site critical power monitoring system has been engineered, deployed and completed. This system alerts County Sheriff's dispatch and Information Services Division Communications technicians in the event of loss of commercial/utility PGE power and backup generator power at any of the Mendocino County Public Safety Communication tower sites. All Mendocino County Public Safety Communications sites and systems have several hours of battery backup time in the event of a PGE outage, PSPS Event or a backup generator failure.

Deployment of Additional Sheriff, Fire and Emergency Medical Services Radio Repeaters

The Information Services Division/Communications Unit staff has deployed additional Sheriff, Fire and Emergency Medical Services radio repeaters to accommodate additional communications needs anticipated for the 2021 Fire Season and likely PSPS events. Information Services Division Communications staff have deployed additional field portable communications equipment for Sheriff's Office special operations.

Public Safety Communications Microwave Radio System Project Updates

The Board of Supervisors have approved the additional expenditures for Microwave System Power Plants for Ukiah Dispatch and Laughlin Ridge sites. The Board of Supervisors have approved the additional expenditures for contract labor and materials to begin the implementation of the new simulcast radio systems repeater replacements and upgrades.

Operations Update

The Information Services Division/Operations Unit has finished the centralization of County phone core systems and is in the process of final review and testing. The Disaster Operations Center (DOC) will be the first area where the new features will be implemented, followed closely by the Emergency Operations Center (EOC).

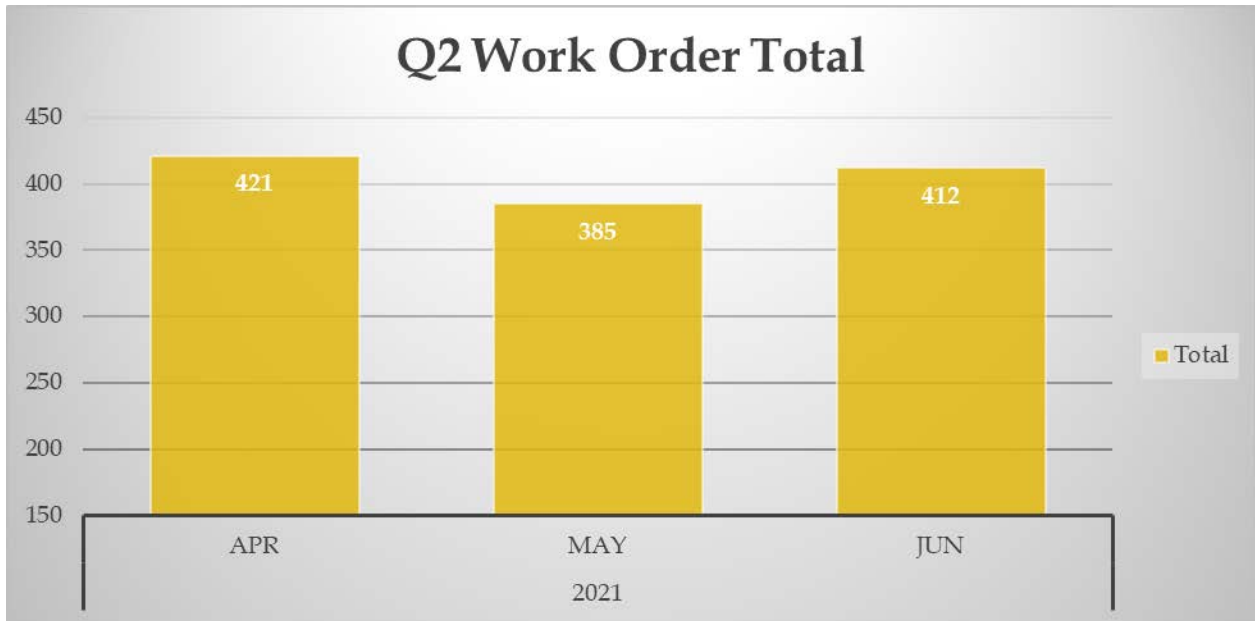
The Operations unit is currently in the planning and research stages of a County-Wide training initiative per the IT Master Plan (ITMP). Initial areas of concern include Records Retention, and

INFORMATION SERVICES DIVISION MONTHLY UPDATE

upcoming O365 transition. Our intent is to utilize a 3-step approach: Self-led, instructor led, and specialized IS led training programs.

Operations Quarterly Metrics

Due to increases in Phone system capabilities, we are able to report on call volume data with increased breadth and accuracy. IS Helpdesk (234-6000) handled approximately 1500 calls during Quarter 2, with an answer rate of 97.8%. Average time to answer calls during this period was approximately 10 seconds. Identified below are graphs showing further Helpdesk Metrics.



INFORMATION SERVICES DIVISION
MONTHLY UPDATE

Development and Business Applications Update

Munis Upgrade – Finance System Upgrade and Improvements

The Information Services Division is actively moving toward with the next version of our Enterprise finance/payroll/human resources application, Tyler Technologies' Munis. County staff are using this upgrade as an opportunity to perform some needed re-configuration of various aspects of the application, allowing for better use of Munis' ability to run budget projections, amongst other improvements. Additionally, this project will include the addition of major application enhancements that will allow Mendocino County employees to directly update items such as W4 information, emergency contacts and open enrollment for health benefits.

Property Tax Software System (Aumentum)

The County and the Information Services Division continue to push forward in the transition to the County's new Property System, Aumentum. July will be the County's first efforts in closing out the secured property tax roll, the first major step in creating the annual property tax bills. Additionally, Information Services Division staff will be receiving advanced training on the Aumentum Data model, enabling Information Services Division staff to create and maintain the reports and data extracts that are required for optimum usage of the application.

Criminal Justice Software Upgrade

The Information Services Division, in conjunction with the Justice Partners, have been actively perusing replacement software for case management due to the announced end of life of the existing platform, Justware. Currently, software vendors have been selected and contract negotiation are ongoing. The configuration, data migration, and implementation of these software systems will be a major undertaking during the next fiscal year.

Office 365 Electronic Mail Conversion – Phase I

The Information Services Division, in conjunction with the Central Services Division, finalized and issued the Request for Proposal (RFP) aimed toward procuring professional assistance with the conversion from GroupWise to Office 365. Proposals In addition to the RFP efforts, Information Services Division staff have been receiving extensive training in order to be prepared for the changes in system administration and workflow that will come about due to this major application adoption.

Cannabis Portal Development

The Information Services Division, in conjunction with the Cannabis Unit, are currently developing a web-enabled application that will assist Mendocino County residents who desire to apply and/or re-apply for cannabis based applications. This application is projected to be live and available by mid-July 2021.

Other Major Projects

Permit Tracking – CRW Trackit upgrade.

This application serves as the County's main permit tracking system. The Information Services Division has been preparing for a major upgrade in order to enable the most recent functionality and security.

INFORMATION SERVICES DIVISION
MONTHLY UPDATE

Document Imaging – DocuWare Upgrade.

The Board of Supervisors have made it a priority to eliminate as much paper as possible. In order to achieve this goal, the Information Services Division has been preparing to move the County's major enterprise document imaging system, DocuWare, to the most recent version.

Document Imaging – Invoice Scanning

The Information Services Division is in the planning stages of a new effort designed to integrate our required Invoice images into Munis, making the retrieval of these images much easier.

Disaster Preparation and Recovery

The Information Services Division continues to plan and prepare to continue services in the event of a major catastrophe that disables our main Data center based applications and network services. In furtherance of this effort, the Information Services Division is now actively using server replication technology to an offsite location. The intention is to increase the functionality and versatility of this offsite replication facility to the point where a major outage or natural disaster will only result in minimal, if any, downtime.

**Attachment 6
Board Directives**

Date	Agenda Item #	Agenda Item Title	Directive	Department	Assigned to	Status	Progress/Updates
6/22/21	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		IN PROCESS	
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 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		IN PROCESS	
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	
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	
6/22/21	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		IN PROCESS	
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	FORMATION OF AN AD HOC COMMITTEE comprised of Supervisors Mulheren and Williams to look at funding for unfunded county road repairs.	Board of Supervisors		IN PROCESS	
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 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		IN PROCESS	
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	Janelle Rau, Deputy Chief Executive Officer	IN PROCESS	
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/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		IN PROCESS	
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	Janelle Rau, Deputy Chief Executive Officer	IN PROCESS	

**Attachment 6
Board Directives**

Date	Agenda Item #	Agenda Item Title	Directive	Department	Assigned to	Status	Progress/Updates
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	
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	
5/25/21	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		IN PROCESS	
5/24/21	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		IN PROCESS	
5/11/21	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		IN PROCESS	
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	
5/4/21	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	Cherie Johnson, Deputy Chief Executive Officer, Amanda Stoner, Jim Donnelly	IN PROCESS	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.
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	Darcie Antle, Assistant Chief Executive Officer	IN PROCESS	
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		IN PROCESS	

**Attachment 6
Board Directives**

Internal Document Only

Date	Agenda Item #	Agenda Item Title	Directive	Department	Assigned to	Status	Progress/Updates
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	
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 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		IN PROCESS	
4/28/21	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		IN PROCESS	Will be included in the next draft of the ordinance.
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 uphold planning commission recommendation I from the April, 19, 2021 Memo to the BOS.	Planning & Building Services		IN PROCESS	Will be included in the next draft of the ordinance.
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 uphold planning commission recommendation H from the April, 19, 2021 Memo to the BOS.	Planning & Building Services		IN PROCESS	Will be included in the next draft of the ordinance.
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 uphold planning commission recommendation G from the April, 19, 2021 Memo to the BOS.	Planning & Building Services		IN PROCESS	Will be included in the next draft of the ordinance.
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 uphold planning commission recommendation F from the April, 19, 2021 Memo to the BOS.	Planning & Building Services		IN PROCESS	Will be included in the next draft of the ordinance.
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	Planning & Building Services		IN PROCESS	

**Attachment 6
Board Directives**

Date	Agenda Item #	Agenda Item Title	Directive	Department	Assigned to	Status	Progress/Updates
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 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		IN PROCESS	
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.	Planning & Building Services		IN PROCESS	
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	
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 remove the allowances for small and medium indoor cannabis operations on Rural Residential, Rangeland, and Upland Residential parcels from Appendix A	Planning & Building Services		IN PROCESS	Will be included in the next draft of the ordinance.
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		IN PROCESS	
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.	Planning & Building Services		IN PROCESS	
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 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		IN PROCESS	Will be included in the next draft of the ordinance.

**Attachment 6
Board Directives**

Date	Agenda Item #	Agenda Item Title	Directive	Department	Assigned to	Status	Progress/Updates
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 incorporate a hydrological study requirement on new wells for cannabis cultivation.	Planning & Building Services		IN PROCESS	Will be included in the next draft of the ordinance.
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 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		IN PROCESS	Will be included in the next draft of the ordinance.
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.
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 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		IN PROCESS	Will be included in the next draft of the ordinance.
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 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		IN PROCESS	Will be included in the next draft of the ordinance.
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.	Planning & Building Services		IN PROCESS	
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	

**Attachment 6
Board Directives**

Date	Agenda Item #	Agenda Item Title	Directive	Department	Assigned to	Status	Progress/Updates
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	
4/6/21	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.	HHS-PA		IN PROCESS	
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	
3/22/21	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		IN PROCESS	
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	
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 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.	HHS-PA		IN PROCESS	
3/9/21	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		IN PROCESS	
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	Aaron Hult/AG	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.
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		IN PROCESS	
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	
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	

**Attachment 6
Board Directives**

Date	Agenda Item #	Agenda Item Title	Directive	Department	Assigned to	Status	Progress/Updates
2/23/21	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		IN PROCESS	
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	
1/5/21	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		IN PROCESS	
1/5/21	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		IN PROCESS	
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	
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	Cherie Johnson, Deputy Chief Executive Officer	IN PROCESS	Update to the BOS coming forward August 2021.
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	
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	
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	Christian Curtis	IN PROCESS	

**Attachment 6
Board Directives**

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Date	Agenda Item #	Agenda Item Title	Directive	Department	Assigned to	Status	Progress/Updates
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	John Haschak, Ted Williams	IN PROCESS	
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	
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	
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	
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	Carre Brown, Dan Gjerde	IN PROCESS	
8/4/20	5B)	Discussion and Possible Action Including Direction to Staff Regarding the Potential Re-direction of the Cannabis Cultivation Permitting Program to a Land Use Ordinance and Direction to Staff Regarding Prioritizing Phase 1 and 2 Existing Permit Holders who Require a CEQA Checklist with a Cost Recovery System Identified in Response to Board Direction Received on June 16, 2020 (Sponsor: Planning and Building Services)	GENERAL CONSENSUS OF THE BOARD to form an Ad Hoc Committee, including Supervisors Williams and Gjerde, to work with the City of Fort Bragg on housing.	Board of Supervisors/Planning & Building		IN PROCESS	The agenda item title on this does not match the captured directive. Assuming the directive is correct, the Board approved a work plan for PBS on September 22 which put this item on hold.
8/4/20	5B)	Discussion and Possible Action Including Direction to Staff Regarding the Potential Re-direction of the Cannabis Cultivation Permitting Program to a Land Use Ordinance and Direction to Staff Regarding Prioritizing Phase 1 and 2 Existing Permit Holders who Require a CEQA Checklist with a Cost Recovery System Identified in Response to Board Direction Received on June 16, 2020 (Sponsor: Planning and Building Services)	BY ORDER OF THE CHAIR appointment of an Ad Hoc Committee consisting of Supervisor Williams and Supervisor Haschak to work with staff and outside agencies on a pathway for cannabis cultivators to get their annual licenses	Board of Supervisors/Planning & Building		IN PROCESS	PBS staff have been meeting regularly with this Ad Hoc Committee, and the Ad Hoc has been reporting out to the Board.
7/21/20	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 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		IN PROCESS	

**Attachment 6
Board Directives**

Date	Agenda Item #	Agenda Item Title	Directive	Department	Assigned to	Status	Progress/Updates
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	
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 workplan approved on September 22, this item was prioritized for completion in the FY 2020-21 year. Cannabis workload and other priority projects are taking precedence at this time.
6/23/20	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	Dan Gjerde, John McCowen	COMPLETE	
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	Steve Dunicliff, Deputy Chief Executive Officer (DCEO)	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.
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	
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	
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	
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	
5/19/20	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		IN PROCESS	
5/5/20	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		IN PROCESS	
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	

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Date	Agenda Item #	Agenda Item Title	Directive	Department	Assigned to	Status	Progress/Updates
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	
3/10/20	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	Howard Dashiell/DOT	ON HOLD	\$15,000 appropriated by the BOS (\$13,000 for consultant, no hire) Department has expended about \$20,000 staff effort to date
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	
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	
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	County Counsel	IN PROCESS	
1/21/20	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	County Counsel	IN PROCESS	
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	
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	
1/7/20	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	Ted Williams, John Haschak	IN PROCESS	01/13/2020 - Item in process. Regional meeting to be held January 2020.

**Attachment 6
Board Directives**

Internal Document Only

Date	Agenda Item #	Agenda Item Title	Directive	Department	Assigned to	Status	Progress/Updates
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.
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	Chief County Counsel	IN PROCESS	
12/10/19	6B)	Discussion and Possible Action Including Direction to Executive Office to Perform Operational Feasibility of Proposed Measure B Funded Facilities - Sponsor: Supervisor Williams	Upon motion by Supervisor Williams, seconded by Supervisor Gjerde, IT IS ORDERED that the Board of Supervisors directs the Executive Office to perform operational feasibility of proposed Measure B funded facilities; based on today's discussion to work with Adventist Health to determine cost of 24 hour inpatient psychiatric facility operated by Adventist Health.	Executive Office		IN PROCESS	
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	Health and Human Services Director	IN PROCESS	
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	Health and Human Services Director	IN PROCESS	
11/12/19	6A)	Discussion and Possible Action Including Acceptance of Presentation from Zero Waste Mendo (Sponsors: Supervisor McCowen and Gjerde)	The Board of Supervisors accepts presentation from Zero Waste Mendo; and directs Executive Office to work with Zero Waste Mendo to prioritize auditing of the County Facilities and refers subject to Climate Action Advisory Council.	Executive Office	Executive Office/Facilities and Fleet	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.

**Attachment 6
Board Directives**

Date	Agenda Item #	Agenda Item Title	Directive	Department	Assigned to	Status	Progress/Updates
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.	Planning & Building Services		IN PROCESS	Cultivation adhoc working with staff. Kickoff meeting held at 2019 CSAC Conference. 01/13/2020 - Next meeting in January 2020.
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.
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	
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.
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.	Planning & Building Services		IN PROCESS	
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	Deputy County Counsel/Planning & Building Services Director	IN PROCESS	01/14/2020 - Forecasted for the Board of Supervisors to consider in March.

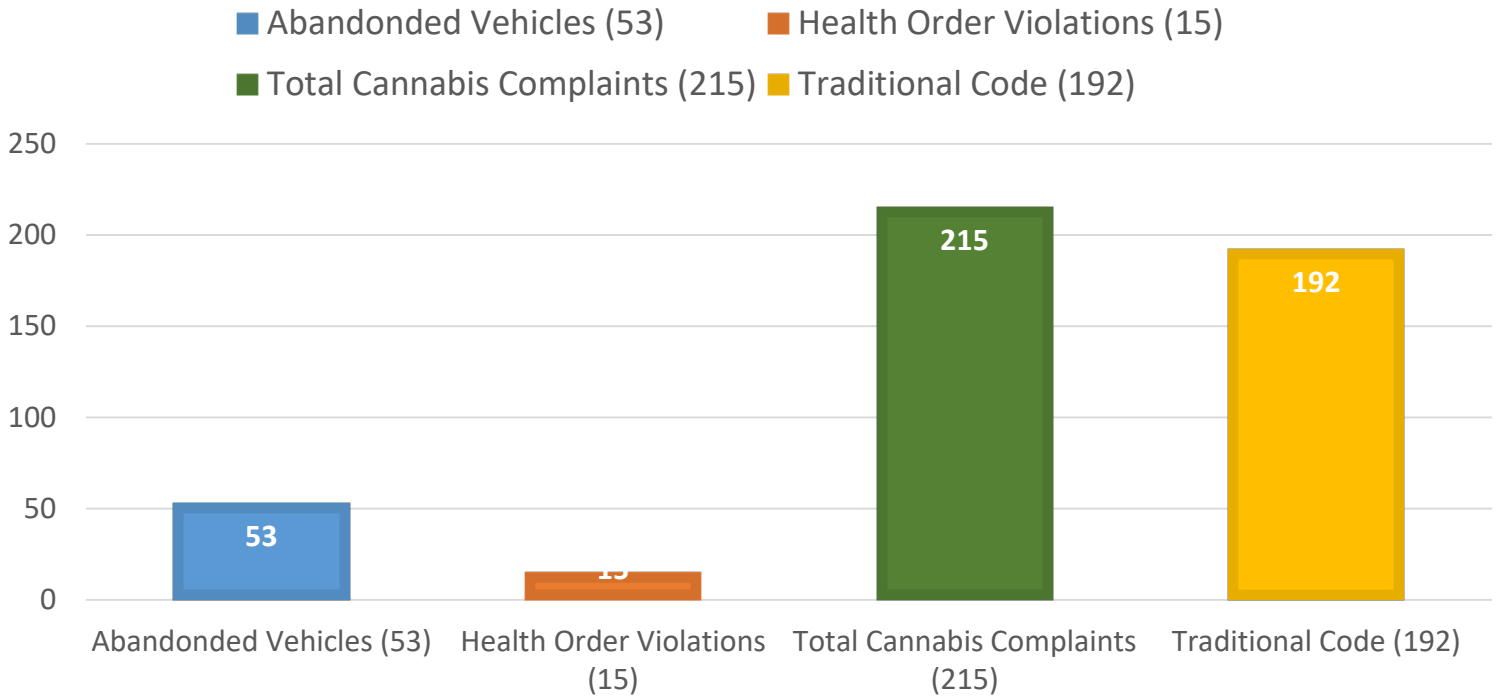
**Attachment 6
Board Directives**

Date	Agenda Item #	Agenda Item Title	Directive	Department	Assigned to	Status	Progress/Updates
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	Christian Curtis	IN PROCESS	
3/12/19	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	Health and Human Services Director	IN PROCESS	9/23/19 - General Government Committee: ON HOLD due to discussions with Sonoma and Lake Counties. Once the assessment is completed, Sonoma County will determine whether they can work with Mendocino County on a JPA.

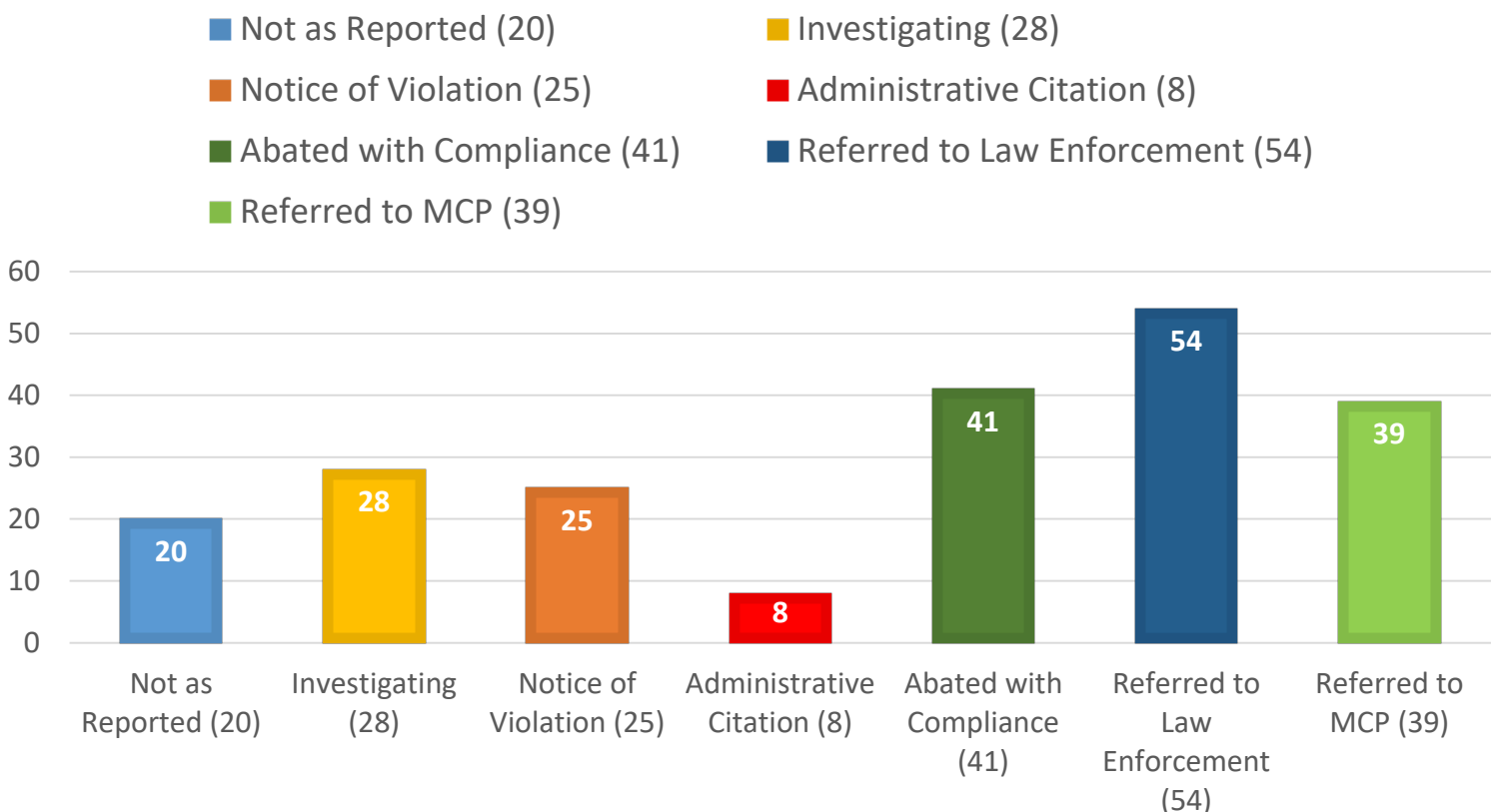
Mendocino County Code Enforcement Current Statistics

(As of June 2021)

2021 CODE ENFORCEMENT COMPLAINTS - 475



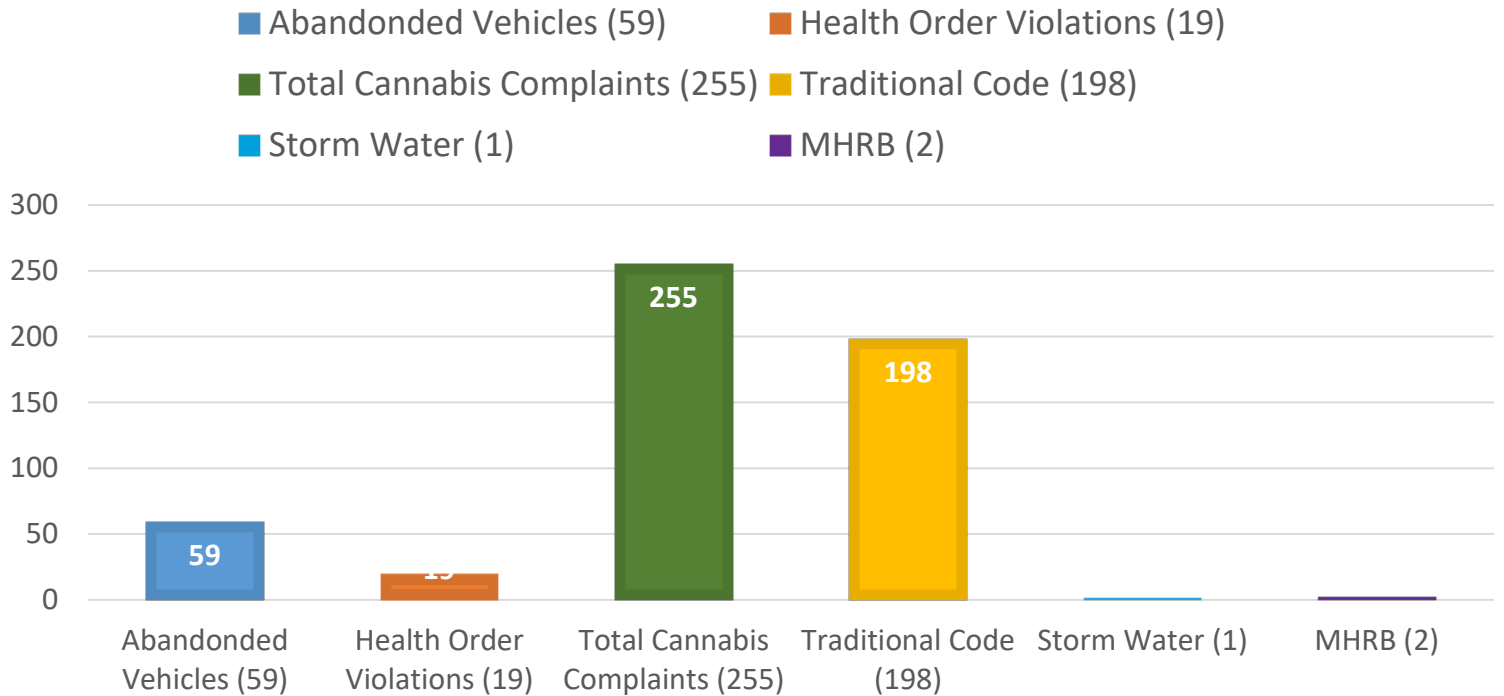
INVESTIGATIVE RESULTS OF 2021 COMMERCIAL CANNABIS CULTIVATION COMPLAINTS (215)



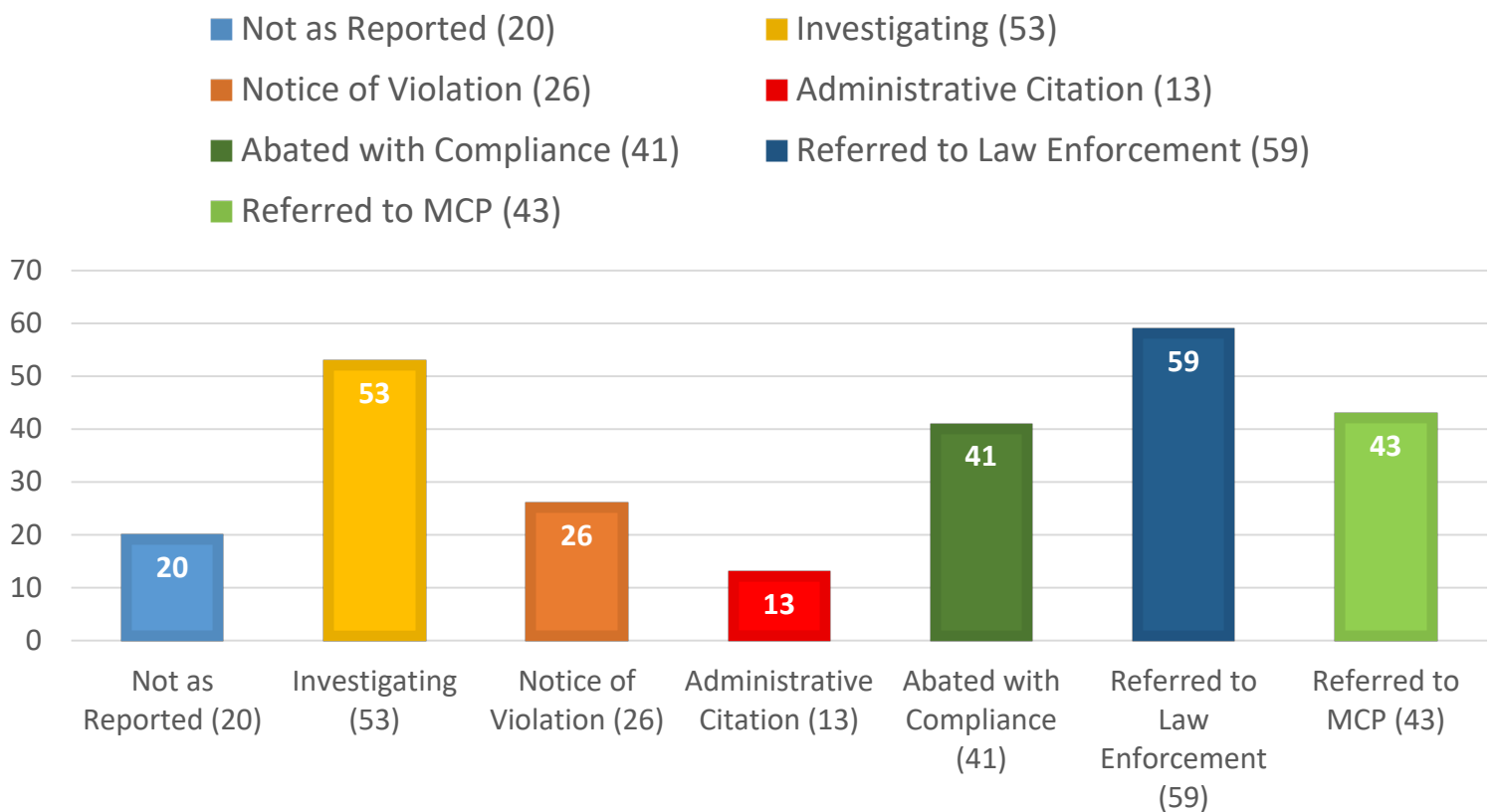
Mendocino County Code Enforcement Current Statistics

(As of July 2021)

2021 CODE ENFORCEMENT COMPLAINTS – 534



INVESTIGATIVE RESULTS OF 2021 COMMERCIAL CANNABIS CULTIVATION COMPLAINTS (255)





COUNTY OF MENDOCINO CANNABIS PROGRAM

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APPLICATION PROCESSING UPDATE

The County of Mendocino Cannabis Program last provided an Application Processing Update during the May 25, 2021 Board of Supervisors' meeting. The information provided during the May 25, 2021 meeting can be found in the CEO's Report.¹

Per Chapter 10A.17, the County has issued 1,149 local authorizations for commercial cannabis cultivation. Since the last Application Processing Update, the Program has issued five (5) cultivation permits and approved an additional five (5) permits. Approved permits are permits that have not yet been paid for and picked up by the applicant.

Program staff have continued to prioritize reviewing applications for completeness, resulting in an additional forty-five (45) applications being deemed complete and achieving 'In Good Standing' status. These applicants will NOT be required to resubmit application materials via the Portal.

An additional three (3) applications have been denied due to compliance issues that could not be remedied.

Status	May 25, 2021	July 1, 2021
Permits Issued	271	276
Approved	3	8
Applicants In Good Standing	115	150
Recommended for Portal Reapplication	736	688
Applications Denied	14	17
Applications Voluntarily Withdrawn	8	8
Applications Canceled	2	2
Total Applications Submitted Pursuant to 10A.17	1149	1149

SENSITIVE SPECIES HABITAT REVIEW

The Sensitive Species Habitat Review requirement was added to Chapter 10A.17 pursuant to Mitigation Measure BIO-1 of the initial study and mitigated negative declaration prepared and adopted for the permit program. In May, Program staff notified the public and the Board of Supervisors that due to in-progress policy changes the Sensitive Species Habitat Review page had been temporarily taken down.

¹ <https://mendocino.legistar.com/LegislationDetail.aspx?ID=4749383&GUID=A9588BED-C94B-478F-9827-41D855ECB440&Options=&Search=>

On July 6, 2021 the Sensitive Species Habitat Review page was reposted to the County of Mendocino website, providing clarification regarding the contiguous expansion exemption, and the requirements for submitting an affidavit.

PORTAL UPDATE

Information Services (IS) has completed the development of an application portal for the resubmission of Phase 1 applications pursuant to Chapter 10A.17, and Program staff have posted a new Portal Information page on the County of Mendocino's website. The public was notified of the new Portal Information page through the Canna Notes notification system.

The Portal Information page, includes a Portal List of all applicants determined to be In Good Standing, as well as a list of those required to resubmit complete applications through the portal system. The Portal List, has been made anonymous, meaning that names, addresses, Assessor Parcel Numbers, and other identifying information are not included on the list. Applicants can determine their status by searching their AG number on the list.

The Portal Information page also includes the following:

- Detailed instructions on how to use the portal,
- Noticing information,
- Portal open and expiration dates, and
- A detailed checklist that Phase 1 applicants can use to prepare for resubmitting their application.

The portal will be available for 90 calendar days and is specifically for Phase 1 applicants that have NOT been notified that they are In Good Standing with the Program. Phase 1 permit holders do NOT need to resubmit application materials through the Portal. Permit renewals will NOT be accepted through the Portal. Issued permits and applications that have been denied, withdrawn, or canceled, for any reason, are NOT eligible for resubmittal through the Portal.

Failure to provide a complete application resubmittal during the 90 day portal period will result in the application being denied.

UPDATED PERMIT ISSUANCE & RENEWAL POLICY

In an effort to provide clarity for staff when approving and issuing new permits, and to encourage ongoing compliance amongst permit holders, Program staff has developed and adopted an updated permitting policy. The updated policies and procedures include the development of:

- Policies and procedures for approving, issuing, and renewing a permit,

- A permit status list,
- A policy for noticing permit holders about upcoming renewals,
- A policy for addressing expired permits in a timely manner, and
- A policy for addressing approved permits that have not been paid for and issued within 30 days of approval.

Permits issued pursuant to Chapter 10A.17 are valid for twelve (12) months and subject to annual renewal. Any revocation or lapse in the renewal of an issued permit extinguishes the ability of any person to obtain a permit for the cultivation site under Phase 1. Permit holders may opt to file for a Notice of Non-Cultivation, not more than once in a five-year period, to preserve the permit holder’s ability to maintain the permit for the cultivation site should they choose to not renew the permit.²

Additionally, permit holders are required to maintain a valid license(s), and permit(s), issued by any agency of the State of California in accordance with the MAUCRSA, and maintain compliance with the regulations promulgated by the licensing authority and permitting agencies.³

Currently, only 78 percent of permit holders have State licenses, and approximately 57 percent of the permits issued pursuant to 10A.17 are expired.

Year the Permit Expired	Number of Expired Permits	Number of Expired Permits with Valid State Licenses
2018	16	11
2019	45	27
2020	16	12
2021	80	61

Beginning July 15, 2021, the Mendocino County Cannabis Program will provide a 60 day courtesy notice that an active permit is close to expiration and needs to be renewed.

It is the sole responsibility of the permittee to provide the program with all required renewal materials within the timeline provided, or provide the cannabis program with a Notice of Non-Cultivation. Incomplete renewal applications will be returned with a list of deficiencies that require correction. However, this does not extend the validity of a permit beyond the stated expiration date.

Permit holders that submit complete renewal applications will be sent an approval letter with instructions for setting up an appointment to pay the fees due for processing the renewal. If the permit holder fails to make an appointment and pay the renewal fees before the permit expires, Program staff will change the permit status to expired in

² MCCO, Sec. 10A.17.090 – Permit Phases and Requirements Specific to each Phase., (B)(6).

³ MCCO, Sec. 10A.17.110 – Performance Standards., (B).

the TRAKiT system, which is shared on a weekly basis with the Department of Cannabis Control (DCC),

If, for any reason, a permit remains expired for more than 30 days the permit renewal opportunity will be considered expired and extinguish the ability of any person to obtain a permit for the cultivation site, unless otherwise allowed pursuant to Chapter 10A.17.

This policy will go into effect on July 15, 2021.

Courtesy notices will be provided to persons with lapsed permits. All persons with currently lapsed permits will be given a 30 day opportunity to submit a complete renewal application and pay all applicable fees, or file a Notice of Non-Cultivation. If no response is received within the 30 day time window, the permit will be extinguished, and will prohibit the ability of any person to obtain a permit for cultivation on the site, unless otherwise allowed pursuant to Chapter 10A.17.

A notice to cease any cultivation activity in excess of Sec. 10A.17.030 will be sent to the former permit holder and shared with the following responsible agencies:

- Department of Cannabis Control,
- California Department of Fish and Wildlife,
- California State Water Resource Control Board,
- County of Mendocino Code Enforcement, and
- County of Mendocino Sheriff's Office.

Permit holders who are close to expiration, within the 60 day expiration timeline, will be sent a courtesy notice via email, reminding them of their obligation to submit a complete renewal application, and identifying the consequences of allowing the permit to lapse.

Program staff have also identified four (4) applications that were approved but never issued due to failure on the applicant's part to schedule an appointment to show proof of payment for the issuance and pick up the final permit. Currently all four (4) of these applicants have valid State provisional licenses. One (1) of these applicants was approved in 2019, and the other three (3) were approved in 2020.

At this point, Program staff propose that these applicants be required to complete a renewal application within 30 days of notice, and be required to pay both the initial permit issuance fee and the renewal fee to be eligible for the issuance of a valid permit. If the applicant(s) fail to follow through with this corrective action, Program staff will send a letter to the applicant(s) detailing the reasons the applicant is no longer eligible for a permit at the identified location pursuant to 10A.17 and notifying the applicant that they must cease all commercial cannabis activities. Program staff will also notify the appropriate State agencies that the applicant(s) is no longer authorized to conduct commercial cannabis activities and that the State license should be revoked.

CEQA, SECTION 15168 REVIEW (APPENDIX G)

With the reposting of the Sensitive Species Habitat Review, Program staff has also reposted the Appendix G Checklist with clarification that ONLY permit holders are eligible to submit a completed Checklist to the Program for review. Additionally, in an effort to encourage the timely submission of completed Appendix G Checklists, Program staff is developing a handout for distribution to new permit holders upon issuance, and permit holders picking up renewals. The new handout will include information about the need to complete and submit the Appendix G Checklist as well as how to maintain proof of CEQA progress with the Department of Cannabis Control (DCC).

SOCIAL EQUITY GRANT PROGRAM

The County of Mendocino has received thirty (30) complete eligibility applications for the Social Equity Grant Program. To date, eleven (11) persons have been determined to be eligible for the grant program, and thirteen (13) eligibility applications are still under review. Three (3) persons have been told they will need to reapply due to exceeding the income thresholds which are currently set at 'extremely low' to 'very low'.

Persons Per Household	1	2	3	4	5	6	7	8
Extremely Low Income	15200	17420	21960	26500	31040	35580	40120	44660
Very Low Income	25350	28950	32550	36150	39050	41950	44850	47750
Low Income	40500	46300	52100	57850	62500	67150	71750	76400
Median Income	49500	56550	63650	70700	76350	82000	87650	93300
Moderate Income	59400	67900	76350	84850	91650	98450	105200	112000

Recently the County launched a new Equity Program website, which can be found at ElevateImpactMendo.com. The new website provides the public with an overview of the equity program including eligibility criteria, an overview of the various grant programs, and electronic applications to qualify for eligibility and apply for grant funding. The Governor's Department of Business and Economic Development, known as GoBiz, recently granted the County an extension on the allocation of funds, allowing funds to be allocated through the end of February 2022. Any funds not allocated by the end of February will need to be returned to the State.

AB141 / SB141 BUDGET ACT OF 2021

On July 1, 2021, the Legislature passed the Budget Act of 2021: Department of Cannabis Control: licensure: safety and quality assurance. The bill establishes the Department of Cannabis Control (“Department”) within the Business, Consumer Services, and Housing Agency, and transfers to this new Department the powers, duties, purposes, functions, responsibilities, and jurisdiction of the Bureau of Cannabis Control, the Department of Food and Agriculture, and the State Department of Public Health under MAUCRSA. The bill also establishes a new Deputy Director of Equity and Inclusion within the DCC to implement progressive cannabis policies, and license and regulate commercial cannabis activity in a manner that best protects public health, safety, the environment, and local communities, while achieving social equity.

Additionally, notable changes were made to the provisional licensing program which includes extending the licensing authority’s ability to issue new provisional licenses until June 30, 2022, so long as the application is submitted to the licensing authority on or before March 31, 2022. The bill also restricts provisional license issuance and renewals to licensees with contiguous cultivation in excess of one (1) acre of outdoor cultivation or in excess of 22,000 square feet of mixed-light or indoor cultivation, and phases in compliance with the California Department of Fish and Wildlife’s (CDFW) lake and streambed alteration requirements, the California Environmental Quality Act (CEQA), and local ordinances, as described below.

New License Applications

Applicants that have not completed compliance with the California Environmental Quality Act (CEQA), and/or their local ordinance must show that compliance with these programs is underway

For a new license application that includes cultivation activities, the applicant must also provide any of the following documentation:

- A final lake and streambed alteration agreement;
- A draft lake and streambed alteration agreement provided by CDFW and signed and returned to CDFW;
- Written verification by the CDFW that a lake and streambed alteration agreement is not needed; or
- Written verification by the CDFW that the applicant has submitted a notification, submitted payment of applicable fees, and is responsive to the CDFW. The statute considers an applicant not responsive if either of the following apply:
 - The notification has been deemed incomplete a second time, and/or
 - After a notification has been deemed incomplete once, the CDFW has not received requested information from the applicant for more than 60 days.

After January 1, 2022, the Department is prohibited from issuing a provisional license that would cause a licensee to hold multiple cultivation licenses on contiguous premises to exceed one acre of total canopy for outdoor cultivation, or 22,000 square feet for mixed-light or indoor cultivation.

Provisional License Renewals between July 1, 2022 and June 30, 2023

For cultivation licenses, to illustrate progress with compliance of lake and streambed alteration requirements, one of the following documents:

- A final lake and streambed alteration agreement;
- A draft lake and streambed alteration agreement signed and returned to CDFW by the provisional license holder;
- Written verification that the provisional licensee has submitted a complete notification; or
- Written verification that a lake and streambed alteration agreement is not needed.

To illustrate progress in compliance with CEQA, a determination from the Department that one of the following requirements has been met:

- If a local jurisdiction is the lead agency, the lead agency has made substantial progress during the previous 12-month licensure term toward completing discretionary project-specific environmental review by drafting, preparing, or circulating for public review an environmental document pursuant to CEQA.
- If the Department is the lead agency, information requested by the Department of the provisional licensee that demonstrates the furtherance of environmental review.
- Information submitted to the Department by the provisional licensee applicant that demonstrates evidence of substantial progress toward compliance with CEQA during the previous 12-month licensure term.

Provisional License Renewals On or After July 1, 2023

For cultivation licenses:

- A final lake and streambed alteration agreement is in effect; or
- Written verification from the CDFW that a lake and streambed alteration agreement is not needed.

To illustrate progress in compliance with CEQA, a determination from the Department that one of the following has been met:

- The lead agency for the license has prepared and circulated for public review a negative declaration or a mitigated negative declaration.
- The lead agency for the license has determined that an environmental impact report is required and has either made substantial progress in preparing that environmental impact report or has a contract or contracts with consultants in place for the preparation of that environmental impact report.

Renewal Restrictions & Repeal Date

A provisional license authorizing cultivation activities shall not be renewed if the Department is notified of either or both of the following:

- The State Water Resources Control Board has notified the Department that the provisional license holder is not in compliance with the principles, guidelines, and requirements established pursuant to Section 13149 of the Water Code.
- CDFW has notified the Department that the provisional license holder is not in compliance with any final streambed alteration agreement or a condition of the streambed alteration agreement.

After January 1, 2023

The Department is prohibited from renewing cultivation activities if renewing the license would cause a licensee to hold multiple cultivation licenses on contiguous premises in excess of one acre of total canopy for outdoor cultivation or 22,000 square feet for mixed-light or indoor cultivation.

After January 1, 2024

No provisional license that causes a licensee to hold multiple cultivation licenses on contiguous premises to exceed one acre of total canopy for outdoor cultivation or 22,000 square feet for mixed-light or indoor cultivation shall be in effect.

After January 1, 2025

The Department may not renew a provisional license after January 1, 2025 and no provisional license shall be effective after January 1, 2026.

The provisional licensing program will be repealed as of January 1, 2026.

Additional exemptions from CEQA shall not be adopted with respect to licenses issued under this division.

AB129

Assembly Bill 129: Budget Act of 2021, includes a \$100 Million local jurisdiction assistance grant program intended to provide funding to local jurisdictions with commercial cannabis licensees needing the greatest assistance in transitioning from a provisional license to an annual license.

Local jurisdictions that are eligible for funding, represent those with significant numbers of provisional licenses and legacy applicants, and provisional licensees with greater California Environmental Quality Act (CEQA) compliance requirements. Of these jurisdictions, those that have received grant funding from the state to support an already established local equity program, are eligible for additional funding.

A local jurisdiction listed in this provision may submit an application to the Department of Cannabis Control ("Department") for grant funds up to the amount the jurisdiction

has been deemed eligible for. The Department will review and approve applications based on factors including, but not limited to, the following:

- The local jurisdiction is an eligible local jurisdiction.
- The local jurisdiction's proposed budget does not exceed the amount for which they are eligible.
- The local jurisdiction has developed and submitted an annual plan on how they will use the funds that is consistent with the allowable uses, and complies with any applicable guidelines issued by the Department.
- The local jurisdiction's annual plan specifies how the jurisdiction intends to address the provisional licensee environmental compliance requirements necessary to transition provisional licensees to annual licenses, and contains specific criteria that will allow the state to determine whether the jurisdiction has made measurable progress toward these goals as determined by the Department.

The Department may deny applications from jurisdictions that do not meet the requirements or intent of the program.

Local jurisdictions that receive grant funding, may use the grant funds for one or more of the following uses:

- Local government review, technical support, and certification for application requirements.
- Local government or other professional preparation of environmental documents in compliance with CEQA for permits, licenses, or other authorizations to engage in commercial cannabis activity.
- Mitigation measures related to environmental compliance, including water conservation and protection measures.
- Other uses that further the intent of the program as determined by the Department.

An eligible local jurisdiction that receives a grant is prohibited from using the grant funds for any of the following:

- Costs of fees related to litigation.
- Payment of fines or other penalties incurred for violations of environmental laws and regulations.
- State or local commercial cannabis license or application fees, excluding fees related to CEQA compliance and review.
- Supplanting existing cannabis-related funding.
- Other prohibited uses as determined by the Department.

The Department may recapture funds disbursed under the following circumstances:

- Funds are not expended by the date established by the Department.
- Funds are used for an ineligible purpose.

Attachment 8

- The use of funds does not comply with the budget or annual plan submitted to, and approved by, the Department.
- The local jurisdiction has failed to demonstrate progress toward addressing provisional licensee environmental compliance requirements necessary to attain annual licensure, as measured by the specific criteria provided in the annual plan.

Funds not originally distributed, and funds recaptured by the Department may be redistributed to any local jurisdiction with both a local cannabis licensing program and local equity program until June 30, 2025. Any remaining amounts of funding allocated to local jurisdictions which are not expended by June 30, 2025, pursuant to each local jurisdiction's annual plan approved by the Department, shall revert to, and be paid and deposited in, the State General Fund.

The amount appropriated in this item shall be available for support or local assistance and shall be available for encumbrance or expenditure until June 30, 2025.

MENDOCINO COUNTY – FACILITIES AND FLEET & CENTRAL SERVICES DIVISIONS

MONTHLY REPORT-OUT - CEO REPORT

PROJECT AND OTHER UPDATES	
FACILITIES & FLEET DIVISION	
Administrative Update	<ul style="list-style-type: none"> • Collaborating with Human Resources on recruitments with the goal to fill allocated positions. • Request for Proposal for space planning analysis in development; anticipate issuance in July. <ul style="list-style-type: none"> ○ Created a space plan work group in order to consider and advise on space needs during the assessment period ○ Working group met on June 15, 2021 to discuss the process being created to assess space needs during the Space Needs Assessment project. Findings of the working group will be presented to the Chief Executive Officer for review and consideration. • Wildan energy audit took place June 23 – 24, 2021; County owned/leased sites visited in Fort Bragg, Willits and Ukiah. Consultant will be accessing City of Ukiah information to include in report. Staff anticipates presenting findings to the Board in the Fall.
Facility Maintenance and Operations	<ul style="list-style-type: none"> • Sanhedrin Power Pole Replacement: Completed June 14-18, 2021. Phase 3 planning in progress with completion anticipated in Summer 2022. • Collaborating with USFS & PGE to define roles and responsibilities for power usage from Privately Owned power line to end users at Big Signal Peak. • Spanish Mountain Repeater site upgrade near completion; experiencing delays related long lead items, along with completion of HVAC and electrical panel. • Board Chamber Remodel project underway. Contractor has received contract and notice to proceed. Work planned for July and August. • Landscape water reductions all County owned/leased sites with the exception of the Courthouse Magnolia trees. • PSPS generator deployment for critical facilities completed. • Willits Library broadband data wiring scope of work being developed for Bid. Due to the nature of the work requested, there is the possibility for an increase in scope. • Developing scope of work and budget for replacement Fiber Optic lines displaced by the new Jail Project. • 911 Bunker plans being developed. Project includes replacement of hazardous electrical panels and installation of a new generator for full building power. • Sheriff's Office electrical panel replacement in progress. • Meeting with Library staff regarding various space assessments either in progress and/or completed to determine the public project compliance and the ability to incorporate any of the information into the County's Space Needs Assessment. Facilities staff will update the Board as information is gathered.
Garage Operations	<ul style="list-style-type: none"> • PSPS temporary generator, air compressor and light tower deployed and staged. • Contractor walk through completed for Automotive Lift replacement. Bids came in higher due to unforeseen code requirements. Will need additional funding to proceed.
Miscellaneous Fleet Highlights	<ul style="list-style-type: none"> • Point Arena Vets Facility/Modular Relocation: County Counsel is working with City of Point Arena on the potential modification of the MOU for the use of the Facility to include the storage of the modular. Facilities anticipates finalizing by mid-July.

CAPITAL PROJECTS

- Measure B Project Updates:
 - Regional Behavioral Health Training Center remodel underway and nearing completion
 - Crisis Residential Treatment Center (CRT) is well underway with roofing complete and siding and drywall in progress
- Whitmore Lane/Psychiatric Health Facility (PHF) Feasibility Study:
 - Internal coordination meetings to determine project approach
 - Met with County Counsel to review the current scope of work with Nacht & Lewis related to the PHF feasibility study. It was determined that we can proceed to discuss under the current scope, but would return to the Board with a potential revision if necessary.
 - Initial meetings with Nact & Lewis to discuss the direction of the Board related to the Whitmore Lane site; Facilities anticipates receiving initial project scope and timelines within the next few weeks.
- SB 844 Jail Building 3 – Received state approval in April to proceed with construction documents – Architect is proceeding with construction documents – projecting final submission for state review by the end of 2021.

CENTRAL SERVICES DIVISION

Real Property

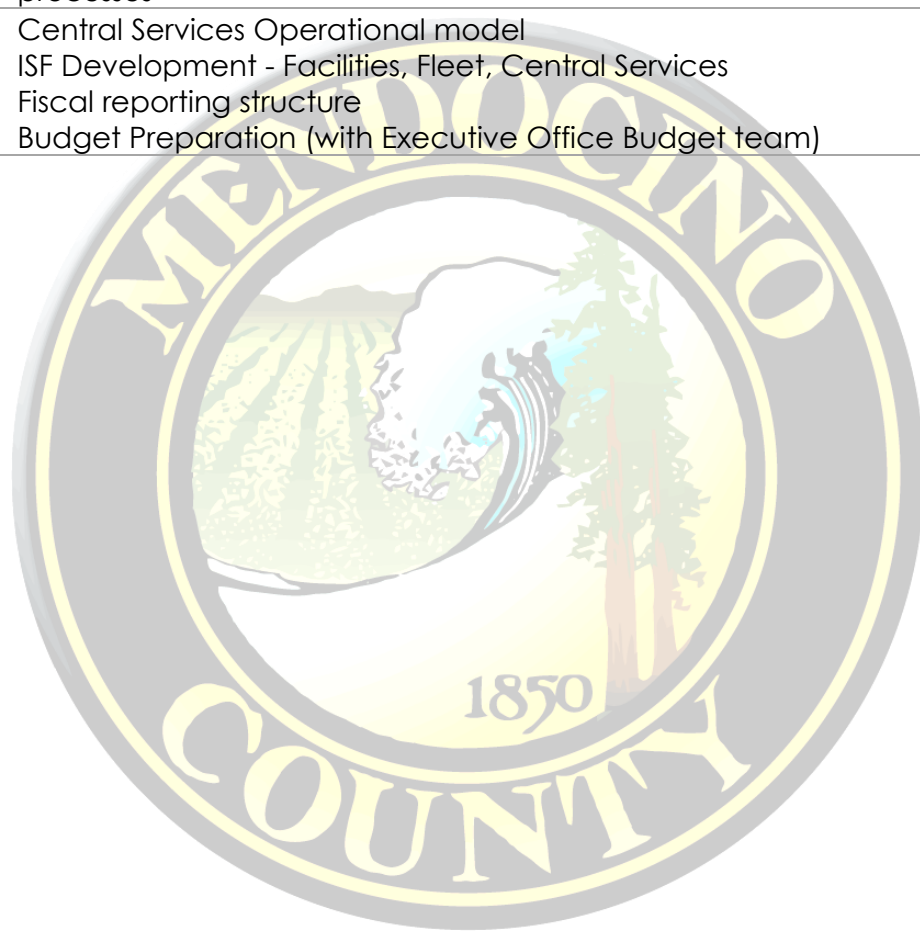
- Road E Redwood Valley Property Surplus: The Board announced in Closed Session on June 22, 2021, that terms had been agreed upon regarding the surplus of Property located at or near 2170 Road E, Redwood Valley. Next steps in the real property transaction are as follows:
 - County prepares a resolution to be presented for Board consideration to officially surplus the land.
 - Simultaneously, Buyer applies for a lot line adjustment with Planning and Building Services.
 - Buyer opens escrow; Title co and County work on draft Sales Agreement/Escrow Instructions.
 - Once finalized and all parties agree, the sales agreement is presented to the Board of Supervisors in open session for finalization.
 - Buyers were advised to consult with Planning and Building regarding the lot line adjustment process.
 - Central Services Staff will update the Board as progress is made.
- Water Agency Space: Facilities staff were asked to explore potential County owned space to house staffing resources for the Water Agency. Based on the declared drought emergency, Facilities has identified potential space and will be collaborating with the Chief Executive Officer on details for occupancy.
- Parks:
 - Indian Creek right of way for sewer/septic and water: Property owners adjacent to Indian Creek have approached the County with a potential request to develop a leach field at their property; in order to accomplish this, they are seeking some form of agreement for a right of way though the County's park. Additionally, the property owners are requesting to run a water line between their properties through the County park. Facilities has requested additional documentation and the scope of work prior to moving forward with considering the request.
 - Indian Creek trail request: These same adjacent property owners have approached the County with a request to enhance and/or extend the existing small trail within Indian Creek Park in order to "connect" their properties, as well

CAPITAL PROJECTS

	<p>as to provide pedestrian travel. County staff met internally, with a need for additional information and the scope of work in order to identify the potential collaboration. As this would qualify as public work, any improvements would require County oversight and compliance with the Public Contract Code. Facilities staff will update the Board as more information becomes available.</p>
<p>Requests for Proposals: Central Services Issued</p>	<p>RFP# 004-21 Office Supplies</p> <ul style="list-style-type: none"> • Issued June 28, 2021 • Submission deadline is July 30, 2021 • Scheduled Evaluations August 9, 2021 <p>RFP# 005-21 Copier Paper</p> <ul style="list-style-type: none"> • Issued June 28, 2021 • Submission deadline is July 12, 2021 • Scheduled Evaluations July 19, 2021 <p>RFP# 025-21 IS Microsoft 365 Integration and Implementation Services</p> <ul style="list-style-type: none"> • Issued June 25, 2021 • Submission deadline is July 30, 2021 • Potential Demonstrations August 25, 2021 • Scheduled Evaluations September 1, 2021
<p>Requests for Proposals: Department Issued</p>	<p>RFQ# 027-21 Assessor Office Furniture</p> <ul style="list-style-type: none"> • Issued on May 11, 2021 • Submission deadline is May 25, 2021 • Department processed Contract • Delivery scheduled for August 1, 2021 <p>RFB# 028-21 Board Chambers Security Improvements (Emergency Project)</p> <ul style="list-style-type: none"> • Issued on May 12, 2021 • Submission deadline was May 28, 2021 • Contract Awarded • Work begins July 2, 2021 <p>RFB# 029-21 Garage Lift Replacement</p> <ul style="list-style-type: none"> • Issued on May 21, 2021 • Submission deadline was June 10, 2021 • Bids were over the estimated budget • Project pending further direction <p>RFQ# 030-21 Enclosed Trailers (HHSA)</p> <ul style="list-style-type: none"> • Issued on June 3, 2021 • Submission deadline is June 14, 2021 • Purchase Order entered- waiting on delivery <p>RFB# 032-21 UPS Install at Courthouse Annex Building</p> <ul style="list-style-type: none"> • Issued June 16, 2021 • Submission deadline is July 15, 2021

CAPITAL PROJECTS

<p>Purchasing</p>	<ul style="list-style-type: none"> Tracking the remaining 51 open Fiscal Year 2020-2021 Purchase Orders. Central Services anticipates closure prior to the Auditor closing the books for the fiscal year. If the Purchase Orders are not closed, they will carry forward into FY 2021-2022. Developing an improved Blanket Purchase Order Monitoring process for administering, reporting and monitoring. Developing a Purchasing Education Program to launch in August 2021 County-wide. Preparing to launch Procurement Efficiency Initiative in August or September 2021. Launched InventoryCloud, automated inventory management program in June 2021.
<p>Operational Efficiencies and Quality Control</p>	<ul style="list-style-type: none"> Preparing to implement Phase II for Competitive Bidding to improve the quality and consistency of competitive bidding process that will ensure quality control. Contract Quality Control review transferred to Central Services. AP/JE/Other Quality Control review performed by Central Services effective July 2021.
<p>Exception to Bid</p>	<ul style="list-style-type: none"> Developing an improved process for EB forms for launch in July 2021.
<p>Competitive Bidding</p>	<ul style="list-style-type: none"> Evaluating use of Cobblestone- e-Procurement/workflow with request for proposal processes
<p>Long Term Planning</p>	<ul style="list-style-type: none"> Central Services Operational model ISF Development - Facilities, Fleet, Central Services Fiscal reporting structure Budget Preparation (with Executive Office Budget team)





Social Services Status Report July 2, 2021

Adult and Aging Services

- The Great Plates Delivered program will end on July 9, 2021. Mendocino County collaborated with nine local restaurants to offer this much-needed resource to its community members. This vital program provided support to shelter-in-place efforts, as well as the local economy, by augmenting local restaurants and the staff they employ. Our collaborative efforts have led to the delivery of over 550,000 meals to approximately 850 Mendocino County senior citizens. We recognize that transitioning off this program will be a big change for participants. To help lessen the impact, we mailed end-of-program notification letters to each participant on June 10, 2021, that included information about other Mendocino County food resources. If you or someone you know would like information on these resources, please contact 707-463-7700 or 877-327-1711.
- Since February 2021, the Veterans Service Office (VSO) has worked with a local psychology clinic in Fort Bragg to provide psychiatric and therapeutic services to veterans who have no other funding source, such as VA insurance, Medicare, private insurance, or the ability to pay out of pocket. Services include:

- Psychosocial or Diagnostic assessments
- Individual therapy
- Therapeutic recreational services
- Integrative Restoration (iRest) yoga, focused on PTSD
- Case management service

To date, 28 assessments and 30 therapeutic recreational events have been provided to 27 veterans. Assessments under this contract have led to veterans receiving a total of \$24,741 in VA monetary benefits. If you are veteran, or know a veteran that may be interested in participating in this program, please contact the Veterans Services Office at 707-463-4226 or 707-964-5823.

Family and Children's Services

Mendocino County needs Resource (foster) Families to provide permanent homes for children and youth in foster care who are unable to return to a parent. As of June 30, 2021, there were 67 Mendocino County foster youth receiving permanency placement services, due to being unable to reunify with a parent. These foster youth range in age from under 1 year old to 17 years old and have been in foster care from just under 1 year to over 12 years. We are looking for resource parents who would like to consider legal guardianship or adoption to provide these foster youth with much needed stability in permanent homes. Community members interested in learning more about becoming a Resource Parent, who can provide a permanent home for a child in foster care, can call Mendocino County Family & Children's Services Resource Family Approval Supervisor, Lindsey Coke, at (707) 467-5893.

Employee & Family Assistance Services (EFAS)

- 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 health insurance is not a barrier to care for our community. Mendocino County's Medi-Cal caseload has grown by 10% since February 1, 2020, from 20,071 cases to 22,091 cases.
- Emergency allotments for CalFresh were issued in the amount of \$1,153,662 for the month of June 2021. These allotments went above and beyond the regular monthly issuance, and every CalFresh household received at least \$95 in additional benefits, with the average issuance being \$162.
- In the month of June 2021, electronic applications for CalFresh increased 77% over May 2021, from 273 to 482. Households can apply electronically for CalFresh through C4Yourself.com or GetCalFresh.org.
- Pandemic EBT (P-EBT) is a federal program that provides food benefits to families with young children (aged 0-6) who got CalFresh Food and to school age children who were eligible for free or reduced-price school meals for School Year 2020-21, and are assumed to have attended school via distance learning at least some of that time. Beginning July 2021, households can expect to start receiving P-EBT cards through the mail. Cards will be mailed automatically to eligible households, in alphabetical order, based on the first name of the eligible child.
- CalWORKs households can expect to receive an additional cash payment of approximately \$640.00 on July 10, 2021. Payments to these families are available through the Pandemic Emergency Assistance Fund (PEAF).
- EFAS staff has begun User Acceptance Testing (UAT), in preparation for the migration from the current automated welfare C-IV system to CalSAWS. The new system is expected to "go-live" on September 27, 2021.
- EFAS has successfully maintained CalWORKs, CalFresh, and Medi-Cal benefits for 38,838 Mendocino County residents.

Advocacy and Collaboration Team (ACTeam)

- Project Homekey at Live Oak Apartments is in full swing. Over 240 applications for prospective tenants have been received for this project, and 71 people moved into the newly remodeled apartment complex in May, including adults, seniors, and children. Staff is planning for Phase 2 of the building remodel, which will include installation of the remaining kitchenettes, with a possible solar array on the roof and/or parking lot. The Project Homekey website can be found at www.projecthomekeymendocino.org.
- ACTeam continues to manage the local implementation of California's Project Roomkey, which provided motel rooms to high-risk unhoused individuals who met specific criteria as a protection from COVID-19 spread. Project Roomkey is currently not accepting any new participants, although 46 households remain in motel housing through this program. A community-based effort to provide intensive case management, through the "100 Day Challenge" is currently underway with the goal of re-housing all Roomkey participants so that they do not return to homelessness.
- Working with community partners, ACTeam works collaboratively with law enforcement organizations, to provide assistance and support to individuals experiencing homelessness in the Ukiah Valley, through work of our Homeless Outreach Team. This includes support before and during an encampment disbandment initiated by law enforcement organizations.
- The Community Outreach unit continues to work with local partners to help them navigate the CalFresh, Medi-Cal and Covered California programs, with a focus on families with children. The Outreach Unit provides CalFresh Advocate training to community partners and county staff. The Outreach Unit runs the Mendocino County Car Seat Safety Program, distributing seats, educating families, and providing installation assistance. Outreach Unit staff have been assisting families with applying for COVID related benefits and programs for housing, child care, unemployment, disability, and other benefit programs. The Outreach Unit convenes and facilitates meetings between County staff and community agencies to focus on children's health, safety and resource navigation.
- The Community Outreach unit has taken responsibility for the local implementation of 211, through a contracting relationship with United Way.
- ACTeam continues to work collaboratively with the Mendocino County Homeless Services Continuum of Care (CoC) Board to utilize pandemic funding to support the pandemic-related needs of homeless service providers. The CoC issued a comprehensive [Request for Qualifications \(RFQ\)](#) for a variety of direct homeless services, funded through several homelessness grants and allocations. The RFQ closed on June 14, and the application review process is currently underway. ACTeam anticipates that contracts for fiscal year 2021-2022, for emergency shelter, rapid re-housing services, street outreach, and other homeless-related direct services, will be forthcoming to the Board of Supervisors within the next few months.



**Mendocino County
Air Quality Management District**

**Quarterly Update to CEO Report
July 2, 2021**

Primary staff activities the last three months have involved our:

- **Air Monitoring Program:** continuous data reporting from four regulatory monitors; data quality assurance, maintenance of air monitors, and audits by the CA Air Resources Board;
- **Smoke Management Program (SMP)** and Prescribed Burn Monitoring Grant: reporting on FY20/21 activities, which included approval of 316 ignition requests, monitoring of PM2.5 levels at 169 prescribed burns, and approximately 3500 broadcast acres burned;
- **Regulation 2, Open Outdoor Burning:** completed draft proposed revisions; had meetings with Cal Fire MEU, Ukiah Valley Fire, and Anderson Valley Fire; upcoming outreach at Mendocino County Fire Chiefs Association on July 14, 2021, and with the Farm Bureau;
- **Permitting stationary sources:** receipt of annual throughputs in preparation for calculating and billing annual permit fees; 18 new Authority to Construct applications, 6 issued, 6 not required, 6 pending;
- **Investigations:** Investigated 32 complaints resulting in 3 Notices of Violation;
- **Wildfire Preparedness:** refurbished 6 portable ebam PM2.5 monitors for wildfire monitoring during burn ban and for prescribed fire monitoring in the fall; coordination with NWS Eureka to post unhealthy air quality alerts in Mendocino County on its website; next is coordination with Mendocino County Public Health Officer for Public Health content in Air Quality Advisories;
- **Asbestos NESHAPS Demolition/Renovation Program:** 4 asbestos removal projects; 27 sign-offs;
- **Referral Reviews:** Cannabis Cultivation Checklist Reviews: 72; Planning Document Reviews: 54
- **FARMER Grants:** 3 of 4 approved incentive grants paid for \$159,993;
- **Carl Moyer Grants:** 14 proposed projects pending final review/approval.

Attachment 12

From: Carmel Angelo
To: Board of Supervisors Email; themaj@pacific.net
CC: Darcie Antle; Lindsey Daugherty
Date: 7/9/2021 12:58 PM
Subject: Re: Public Comment/question for Supervisors July 13 Board meeting

Good Afternoon Mr. Scaramella,

Thank you for your inquiry. The very nature of your questions is the reason the County budget team has been hesitant to present a "budget to actual" County Government is dependent on State, Federal, and grant revenue funding, which typically is billed quarterly or annually, and reimbursement is not received until at least 30 days after billing. This cycle of billing and reimbursement causes a delay in posting revenue, which impacts "budget to actual" reports produced on a monthly basis.

I would like to reference back to the comments presented in the main part of my CEO report.

- First item of note is there are several departments with lower than expected revenue which is causing them to reflect a deficit at this time. It is expected revenues from State funds and grants will be drawn down by the end of the fiscal year, to reduce or eliminate the gap.
- Secondly, three departments, partly due to the wage increases over the last two years, have been able to hire and retain staff members. There currently are funds set aside in the miscellaneous budget unit to cover these costs, if a department is over budget on salaries and benefits
- Third, as the department heads look to close year end, contractor and vendor invoices will need to be reconciled, which may reduce the surplus in some departments.
- The County would expect to be at 88% of budget but is calculating 91% with the three major points above impacting year end projections.

Please note, the Auditor Controller will be working to close FY20-21 in August and September. The finalized budget reports for FY20-21 will available at 1st Quarter in the Fall.

Please see answers to your questions below.

1. The County Counsel's office is projected to be 143% over budget (\$924k budgeted vs. \$1.3 million spent for an overrun of almost \$400k. The reason offered for the overrun is "Benefits greater than budget." Is there any detail available about that? We thought it had to do with higher than expected outside counsel costs.

- There was a budget adjustment approved for salaries, however the corresponding adjustments to retirement and taxes were not accounted for as part of the approved budget adjustment.
- Based on 3rd quarter projections, County Counsel is projecting to be under budget by \$51K at the end of FY20-21.

2. The Sheriff's Department is listed as being about \$620k over his \$14.5 million budget (not counting the jail which is running a little under budget). Explanation: "Overtime and extra help greater than budget." Again, how much of the overrun is overtime and how much is extra help and what was the extra help for? Also, what is the final Sheriff's budget for the 2021/2022 fiscal year and how much overtime and extra help is budgeted?

- Based on YTD May 2021 actuals, Overtime was over budget by \$983,480
- Based on YTD May 2021 actuals, Extra Help was over budget by \$254,064
- The question relating to the need for extra help, will need to be answered by the Sheriff's Office.
- Based on 3rd quarter projections, Sheriff's Office is projecting to be over budget by \$1.9M at the end of FY20-21
- FY21/22 Budget - General Fund impact \$16,125,476
 - OT = \$1,161,185
 - Extra Help = \$250,00

3. Probation appears to be on track to be way over budget at \$2.5 million, \$1.1 million over its allotted \$1.4 million by the end of June. No explanation is offered. Is there any explanation?

- When the report was presented, actual revenue (including inter-departmental) was less than budget. As noted on the report, any department with an asterisk had revenue less than budget (including inter-departmental revenue).
- Based on 3rd quarter projections, Probation is projecting to be under budget by \$266K at the end of FY20-21, due to impacts related to COVID-19.

4. Planning and Building is listed as way under budget, running at less than 40% of its budget for this fiscal year. The explanation given is "Salaries less than budget." Does that mean that the department is understaffed and therefore total salaries expenditures are low? Or is the current staff being paid less than was budgeted? In either case, what is the plan for next year? Will the P&B budget reflect "salaries that are less than budget" again? Or will staffing and salaries be brought closer to budgeted amounts?

- Due to numerous staff vacancies (approx 20%) related to retirements, and staff departures for other agencies, Planning and Building Services (PBS) is under budget on salaries, and associated costs for employees. PBS was also impacted by COVID-19, which slowed the ability to hire from outside the existing County staff. Since that time, PBS has been recruiting for all vacant positions and hopes to be able to fill a majority of

Attachment 12

the vacancies prior to the first quarter of FY 21-22, at which time we anticipate the projections and salaries coming into alignment. As for the plan, PBS is currently recruiting to fill positions.

5. The Health and Human Services Agency is not on the list. Presumably because they don't expend any general fund revenues. But don't they have a budget? Shouldn't they be on the list? Will they be on future reports?

- Yes this is correct, the report is only showing General Fund departments.
- Health and Human Services Agency (HHS) is not reflected on this list, as the only impact they have on the general fund, is a maintenance of effort agreement. A majority of their funding is through Federal and State allocations and/or grants.

6. Will any budget adjustments be made at the end of the fiscal year to reflect any of these (and other lesser) variations?

- Annual and quarterly actual revenue and expenses will be accounted for during the fiscal year end process. There will be no adjustment to the budget, only adjustments to the actual revenue and expenses.

Lastly: the Board referred the question of holding department heads personally responsible for their budgets to the General Government Committee. The next meeting of the General Government committee is set for August 9, 2021. Will that meeting agenda include that specific issue in the agenda?

- Supervisor Williams and Mulheren set the agenda for General Government. I am unaware of the agenda topics at this time.

Thank you for the opportunity to explain these questions,

Carmel

"It's never crowded on the leading edge." Abraham

Carmel J. Angelo
Chief Executive Officer
County of Mendocino
501 Low Gap Rd., Rm. 1010
Ukiah, CA 95482
Phone: (707) 463-4441



email: angeloc@mendocinocounty.org

>>> Carmel Angelo 7/6/2021 2:32 PM >>>

Dear Mr. Scaramella,
My office will send you an email response by the end of this week.

Thank you,
Carmel

>>> <themaj@pacific.net> 7/6/2021 1:08 PM >>>
Dear Supervisors and CEO Angelo,

The end-of-May Budget Summary in the last CEO report dated June 22, 2021, included a welcome report containing some interesting and timely information. But it left some significant questions unanswered, presumably because it wasn't submitted to the Board or the Public until the day of the last Board meeting and there wasn't much time to review it.

Therefore, if I may, I would like to inquire about a few of the larger questions raised by that useful report. (As we have now concluded the fiscal year, we assume that updated final departmental numbers will be available soon including final revenue amounts and any late in the year payments, etc.)

1. The County Counsel's office is projected to be 143% over budget (\$924k budgeted vs. \$1.3 million spent for an overrun of almost \$400k.

Attachment 12

The reason offered for the overrun is "Benefits greater than budget." Is there any detail available about that? We thought it had to do with higher than expected outside counsel costs.

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Lastly: the Board referred the question of holding department heads personally responsible for their budgets to the General Government Committee. The next meeting of the General Government committee is set for August 9, 2021. Will that meeting agenda include that specific issue in the agenda?

Thank you.

Mark Scaramella, Anderson Valley Advertiser

Boonville, CA

895-3016