



The CEO Report

September 20, 2016

Human Resources Update

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The Executive Leadership Team will meet in October for a long-term planning session and to develop a group charter to guide our activities over the next 18 – 24 months. In addition, newer expanded leadership group members will have an opportunity to attend High Performance Organization training with Tony Gardner to prepare them for participating in upcoming HPO activities. Planning is also underway for a Leadership Academy, Management Academy, and Supervisor Academy for our employees to assist them in preparing for and carrying out leadership roles within our organization. Details on the Academy projects will be coming soon.

The Leadership Book Group is reading *The Power of Habit* by Charles Duhigg. There are 60 employees participating in this session of the on-going book reading group.

HR staff is working closely with Chuck Morse, Agriculture Department Director, to ensure adequate staffing for their unit being established in anticipation of marijuana legalization in November. This joint effort will ensure recruitment and hiring of well qualified applicants for these positions.

The New Employee Orientation improvement committee has made significant progress. Representatives from numerous departments have participated in several sessions to develop meaningful content and processes that will better prepare our new employees for their first day in their new County job. HR anticipates a roll out of the new expanded orientation during the first pay period of January 2017.

Our annual Open Enrollment Fairs for our health plan will be held the first week of November in various locations in Ukiah, Fort Bragg and Willits. There will be County staff and numerous health related vendors on site to answer employee questions and assist with signing up for health plan benefits. This year, the open enrollment period begins on November 1, 2016 and ends on December 2, 2016. More information will be distributed to employees as we get closer to the events.

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ceo@co.mendocino.ca.us

Website:

www.co.mendocino.ca.us

Legislative Update

While the State Legislature was not able to address California's crisis in transportation funding during the regular 2015-16 legislative session, it is possible that they could act on it before the Special Session on Transportation and Infrastructure Development expires at the end of November. The Executive Office is recommending the County submit a letter of support for the Frazier – Beall transportation package to the legislature urging them to pass this funding measure before the special session ends.



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

State Controller Betty T. Yee announced the return of property tax assistance for eligible homeowners, seven years after the Property Tax Postponement (PTP) Program was suspended by the legislature for lack of funds at the height of the Great Recession. PTP applies only to current-year taxes. To be eligible for property tax postponement, a homeowner must be 62, or blind, or have a disability. The homeowner must also have a household income of \$35,500 or less, have at least 40 percent equity in the property, and occupy the home as the primary residence, among other requirements. The program details are on Controller Yee's website or by phone at [\(800\) 952-5661](tel:8009525661).

Animal Shelter Update

The Animal Shelter will be sponsoring a three day training with Dogs Playing For Life, September 17 to 19. To date the Shelter has 31 registered attendees.

In August, the Shelter adopted out 39 dogs, transferred 31 to rescues and returned 34 to their owners. The Shelter adopted out 31 cats and transferred 12. There are currently 78 dogs and 155 cats at the shelter (most of these are kittens).

The Shelter is continuing to run our \$40 "Fall Cat Special" through October to help alleviate the cat population.

So far through August 2016 our Live Release or Live Outcome Rate is 96% for dogs and 86% for cats, with a combined rate for all species of 91%.

The Shelter is working with the County Veterans' Program and local VA to create a "Pets for Vets" program that will include free or reduced pet adoptions and vaccinations to local veterans or active/reserve military members and immediate families of deployed military. More information will be presented as this program develops.

HHSA Update on Emergency Winter Shelter

The Health and Human Service Agency (HHSA) is working with community partners to support Emergency Winter Shelters both inland and coastal. The Emergency Winter Shelter provides much needed shelter during our most severe inclement weather to vulnerable individuals and families. Historically, these shelters have operated from mid-November through March with some variances due to site and funding availability.

The coastal community is again organizing with its faith community to have a roving shelter. Led by Mendocino Coast Hospitality Center and Love in Action, the coast collaborative has indicated they will be requesting funding from the County/HHSA.

To support an Emergency Winter Shelter to serve the inland areas, a community collaborative has been initiated which includes: The City of Ukiah, Redwood Community Services, Mendocino County AIDS/Hepatitis Viral Network, Ukiah Valley Medical Center, HHSA and concerned citizens. The collaborative faces many challenges including securing a workable location, adequate funding, engaging a lead operations officer, staffing and engaging in proactive public relations.

HHSA is dedicated to developing a long-term sustainable plan for emergency shelters in both the inland and coastal areas. Support efforts on behalf of HHSA include hiring a Program Administrator to focus on identifying funding sources and sustainable plans to address the Emergency Winter Shelter needs for the long term. The Agency plans to have an item before the Board in October to provide an update and request direction on implementation of Board priorities related to homeless issues.

Yokayo Social Services Facility Update

On August 13, 2016, the Executive Office and the HHSA were notified of a water leak in the County owned Social Services facility at 737 S. State St. A faulty pipe cap on a waterline that was being remodeled cracked and flooded around 9,000 sq. ft. of the facility. County staff has been working with contractors to perform remediation work, relocate staff, schedule hazardous materials testing and actively plan for the complete restoration of the facility.

Currently all contents have been removed from the affected area of the facility, carpets and partial wall coverings have been removed and all wet areas have been thoroughly dried.

Construction is anticipated to begin on Monday, September 19, 2016.



*Check out Mendocino County's
Career Page, powered by
NEOGOV
www.governmentjobs.com/careers/mendocinoca.*



*Report water wasters at
www.SaveWater.CA.GOV*

Water Agency News

On September 15, 2016, the Water Agency hosted a third SGMA meeting regarding the formation of a Groundwater Sustainability Agency (GSA). Eligible agencies, community partners and stakeholders are working on developing a Joint Powers Authority to meet the GSA requirement. The Water Agency will continue to bring forward updates as progress is made. The next Scheduled meeting will be October 20, 2016, at 1pm in the Agriculture building. Interested parties can sign-up for email updates by contacting Sarah Dukett at duketts@co.mendocino.ca.us.



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

Business Licenses

The Executive Office met with several County departments that issue permits in early August 2016 regarding the County's adherence to the Mendocino County Code § 6.0 - Business Licenses and Regulations. This meeting focused on the requirement to obtain a license for doing business in Mendocino County. It became clear that there was inconsistency between County departments in administering the code, which states *"it shall be unlawful for any person to transact any business in the unincorporated territory of Mendocino County for which a license fee is imposed or for which a license is required by this Chapter without possessing a valid and current Mendocino County Business License for such business issued by the Tax Collector."*

On August 18, 2016, the Executive Office issued a directive to departments to immediately implement procedures that comply with MCC § 6.0 to ensure that any person or business they are engaging with on behalf of the County (i.e. contracts, permits, etc.) possess a valid County of Mendocino business license. Since the issuance of this direction, the Executive Office in coordination with the Treasurer-Tax Collector and County Counsel, has been providing County departments with guidelines for clarity associated with adhering to MCC § 6.0. Additionally, inquiries have been received by the public as to the responsible County agency for enforcement of the Code throughout the County, suggesting that the County's Code Enforcement program run through Planning and Building Services as a viable option for consideration.

Although the Treasurer Tax Collector provides clarification as to requirements, fees, special requirements, and exceptions, the office does not provide resources dedicated to enforcement. The Executive Office will be working on preparing an item on a future Board agenda in order to discuss the issues surrounding business licenses and further enforcement.

The Code section in question can be viewed by clicking the link below:

https://www2.municode.com/library/ca/mendocino_county/codes/code_of_ordinances?nodeId=MECOCO_TIT6BULIRE

CDFA Cannabis Update

On September 15, 2016, the County Agricultural Commissioner and Executive Office staff attended a cannabis regulatory agency meeting with California Department of Food and Agriculture and a public regulatory scoping meeting in Eureka. The purpose of the meetings is to provide the public, state and local agencies, and permitting agencies information about the potential environmental effects associated with the adoption and implementation of the statewide regulations. The County is continuing to engage and advocate for local concerns in the Medical Cannabis Regulatory and Safety Act state regulatory process. Attachment 1 has additional information about the scoping meetings being held throughout the state.



Small Business Administration (SBA) Loans Available

Cal OES recently transmitted a letter notifying the County that Small Business Administration (SBA) loans are available due to the Clayton Fire, to the counties contiguous to Lake County, including Mendocino County. These SBA loans are available for property damage and economic injury to impacted small businesses, homeowners, renters, and non-profit agencies.

Refer to Attachment 2 or contact Rick Ehlert (467-6497 or ehlertr@co.mendocino.ca.us) with the Mendocino County Office of Emergency Services for more information.

Museum Update

Remediation work continues at the Mendocino County Museum. The Education Wing is open to the public and is being utilized by Mendocino College. The Main Gallery remains closed to the public.

Duct work repair in the Main Gallery is progressing; electrical gutters and plenum reconstruction are nearing completion. We anticipate the final phases, sheetrock, ceiling repairs and painting should be completed in September, 2016. The County will perform a final walkthrough of this area before it is reopened to the public.

The final phase of the project is currently on hold pending further information from the Facilities and Fleet Division of the Executive Office.

The Executive Office/Risk Management Division will continue to provide updates on this project until the Museum is fully reopened to the public.

Library Update

The Mendocino County Library is planning to close all County Libraries and the Bookmobile on Thursday, November 10, 2016. The purpose of the closure is for an "All Staff Day". This day will allow all library staff throughout the county to get together to meet, train and work together to strengthen our commitment for serving the communities of Mendocino County.

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County of Mendocino



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@countymendocino

Jail Expansion Project



Lake County was awarded \$20 million in SB 1022 funding for a proposed Jail Expansion Project in 2014. Despite having spent approximately \$900,000 of local funds to nearly complete the design phase, last week the Board of Supervisors notified the Bureau of State and Community Corrections (BSCC) that they were not going to accept the funding.

Lake County also included a recommendation that Mendocino County be considered for the returned funding, and for the BSCC to consider projects of a regional nature that could benefit both Mendocino and Lake County.

The Sheriff's Office is requesting clarification from the BSCC, but continues to work with Executive Office on pursuit of the most recent round of funding approved by the Governor in July. The \$270 million budgeted this year is anticipated to be the final round of jail construction funding from the state, after providing over \$1 billion to more than 40 counties since 2011 realignment. Only counties that have not previously received funds through the SB 1022 or SB 863 programs are eligible to apply.

Retirement UAAL Contribution Update

Under the Board of Retirement's funding policy adopted on April 17, 2013, an Unfunded Accrued Actuarial Liability (UAAL) amortizations amount must be calculated for each employer in the system. This calculation is an estimate based on the UAAL contribution rate multiplied by the estimated covered payroll. When the year is completed, the estimated UAAL contribution is compared to the actual employer contribution, which varies based on actual payroll in the prior year.

The final UAAL payment by each employer will be equal to the UAAL contribution rate times the actual covered payroll, or the estimated amortization amount, whichever is greater.

This policy means that if the estimated contribution is higher than the actual contribution, the employer must pay the difference or the higher amount. For example for the close out of FY 2014-15, the estimated contribution rate was \$177,977 higher than the actual amount paid, so the County contributed the extra amount to the system to not provide a negative impact on future funding status.

As the FY 2015-16 year was closed out the actual contribution of \$11,606,646 was higher than the estimated contribution amount of \$11,286,000, which resulted in \$320,646 more being paid than estimated due to higher than projected payroll amounts. No additional payment to the system is required to comply with the referenced policy. More information will be available on this and the status of the retirement fund when new actuarial report is released later this year.

Upcoming Board Meetings

Regular Meeting	October 4, 2016
Standing Committee	October 17, 2016
Regular Meeting	October 18, 2016
Regular Meeting	November 1, 2016
Regular Meeting	November 14, 2016
Regular Meeting	November 15, 2016

Dates of Interest

RCRC Annual Conference	September 28-30, 2016
Last Day for Governor to Sign Bills	October 2, 2016
County Holiday	October 10, 2016
General Election	November 8, 2016
County Holiday	November 24-25, 2016

Boards and Commissions Vacancies

Civil Service Commission	District 3
Little River Airport Advisory Committee	Non-Pilot
Mendocino-Little River Cemetery District	Trustee
Noyo Harbor District	Commissioner (Joint Appointment with City of Fort Bragg)










Attachments

1. Public Scoping Meeting Notice from CDFA regarding the State's medical cannabis program
2. Cal OES letter dated September 8, 2016, regarding Small Business Administration loans

September						
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October						
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November						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

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



CALIFORNIA DEPARTMENT OF
FOOD & AGRICULTURE



Medical Cannabis Cultivation Program (MCCP) Public Scoping Workshops & Comment Period

The California Department of Food & Agriculture (CDFA) is developing regulations to establish cannabis cultivation licensing and a track and trace system, collectively referred to as the Medical Cannabis Cultivation Program (MCCP). The overall purpose of CDFA's licensing program is to ensure medical cannabis cultivation is performed in a manner that protects the environment, cannabis cultivation workers, and the general public from the individual and cumulative effects of these operations, and fully complies with all applicable laws. An additional MCCP purpose is to establish a track and trace program to ensure the movement of medical cannabis items are tracked throughout the production chain.

CDFA is preparing a Programmatic Environmental Impact Report (PEIR) to provide the public, state and local agencies, and permitting agencies information about the potential environmental effects associated with the adoption and implementation of these statewide regulations. The PEIR will be prepared and circulated for public review by CDFA in accordance with the provisions of the California Environmental Quality Act (CEQA). CDFA will serve as the lead agency pursuant to CEQA and will consider public comments regarding the scope and content of the information to be included in the PEIR.

Public participation is a critical part of the regulation development and environmental review process, and is intended to meet CEQA requirements. CDFA welcomes public participation throughout the planning and environmental review process. The public will have an opportunity to comment on the Draft PEIR when it is available.

***The formal comment period for the MCCP scoping begins on
September 1, 2016 and ends September 30, 2016.***

Written comments can be mailed to:

California Department of Food and Agriculture
Attn: Amber Morris
Medical Cannabis Cultivation Comments
1220 N Street, Suite 400
Sacramento, CA 95814

Comments may also be emailed to:

mccp.peir@cdfa.ca.gov

**The Notice of Preparation & Regulation
Outline can be viewed online at
<https://www.cdfa.ca.gov/is/mccp>.**

Eight Scoping Workshops will be held to provide the public and regulatory agencies an opportunity to ask questions and submit comments on the scope of the PEIR and regulations.

**ALL MEETINGS WILL BE HELD FROM
4:00PM – 7:00PM**

Tuesday, September 13

Sacramento

Sacramento Convention Center
(Room 202), 1400 J St
Sacramento, CA 95814

Wednesday, September 14

Redding

Red Lion Hotel (*Sierra Room*)
1830 Hilltop Dr
Redding, CA 96002

Thursday, September 15

Eureka

Red Lion Hotel (*Pacific Room*)
1929 4th St
Eureka, CA 95501

Tuesday, September 20

Oakland

Oakland Marriott (*Skyline Room*)
1001 Broadway
Oakland, CA 94607

Wednesday, September 21

San Luis Obispo

Courtyard by Marriott
(*Grand Ballroom*) 1605 Calle Joaquin
San Luis Obispo, CA 93405

Thursday, September 22

Coalinga

Harris Ranch (*Garden Ballroom*)
24505 West Dorris Ave
Coalinga, CA 93210

Tuesday, September 27

Pasadena

Pasadena Convention Center
(*Ballroom F*) 300 East Green St
Pasadena, CA 91101

Wednesday, September 28

Desert Hot Springs

Miracle Springs Resort & Spa
(*Mirage Ballroom*) 10625 Palm Dr
Desert Hot Springs, CA 92240

Meeting facilities are accessible to persons with disabilities or who need assistance to participate. To request assistance or translation services, contact

Michael Stevenson at (510) 986-1852 or
Michael@horizonh2o.com.

[cdfa.ca.gov/is/mccp](https://www.cdfa.ca.gov/is/mccp)



September 8, 2016

Mr. Dan Gjerde, Chairperson
Mendocino County Board of Supervisors
501 Low Gap Road, Room 1010
Ukiah, California 95482

Dear Chairperson Gjerde:

On September 6, 2016, the U.S. Small Business Administration declared the primary county of **Lake** and the contiguous counties of **Colusa, Glenn, Mendocino, Napa, Sonoma, and Yolo** a disaster area. This declaration is a result of damages caused by the Clayton Fire that occurred August 13-26, 2016.

The California Governor's Office of Emergency Services (Cal OES) is providing the enclosed information regarding this declaration. Please inform interested individuals, businesses, and city officials within your county of this declaration and information.

Sincerely,

KARMA HACKNEY
Individual Assistance Officer

Enclosure

c: Mendocino County Office of Emergency Services

U.S. Small Business Administration (SBA) Declaration

SBA #14837 – Clayton Fire

Declaration Information

The following table illustrates the declaration information.

Eligible Primary County/Counties:	Lake
Eligible Contiguous County/Counties:	Colusa, Glenn, Mendocino, Napa, Sonoma, Yolo
Event:	Clayton Fire that occurred August 13-26, 2016
Assistance made available by declaration:	SBA Physical and Economic Injury Disaster Loans
Application deadline for property damage:	November 7, 2016
Application deadline for business economic injury:	June 6, 2017
Who may apply:	<ol style="list-style-type: none">1. Homeowners, renters, businesses of any size and non-profit organizations whose property was damaged or destroyed by the disaster, and2. Small businesses and some private non-profit organizations that suffered economic injury as a result of the disaster
How to apply:	Contact SBA at 1-800-659-2955 , or visit SBA's website at: www.sba.gov/disaster , or email disastercustomerservice@sba.gov Hearing impaired individuals may call 1-800-877-8339.

For SBA's Disaster Loan Outreach Center location, dates, and hours of operation, see Page 2.

**SBA Disaster
Office Schedule**

The following table provides address and office hours of the SBA Disaster Office.

Location:	Lower Lake Historic Schoolhouse Museum First Floor – Parlor 16435 Main Street Lower Lake, CA 95457
Date(s) of Operation:	Opens Thursday, September 8, 2016 Tuesdays – Saturdays
Hours of Operation:	8:30 a.m. – 5:30 p.m.