



# The CEO Report

JANUARY 10, 2017

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## Human Resources Update

### New Employee Orientation:

After many months of planning and preparing, nine new employees attended the first two-day New Employee Orientation (Orientation) session hosted by Human Resources on January 3 and 4, 2017. The session was opened by Supervisor McCowen and Chief Executive Officer Angelo who welcomed our new employees and provided general information about the work of the Board of Supervisors and the CEO.

Presentations were provided on a number of topics by several departments and units including Human Resources, Auditor, Information Services, Retirement, Risk Management, and Office of Emergency Services. New Employees were given an opportunity to complete required forms, learn about their benefits, receive information to better understand what it means to be a public servant, and complete mandatory training which included Sexual Harassment, Ethics in the Workplace, Fire Extinguishers, Workplace Violence, and Bloodborne Pathogen training. Each attendee had access to a computer during the orientation in order to complete their training and was assisted by Information Services staff so they could log into the County system, access their County email accounts and learn about information available to them on the County website and internal intranet.

Human Resources would like to thank the many County staff from a number of departments who assisted in making this improved New Employee Orientation process a reality.

### Leadership:

The Mendocino County Executive Leadership Team (MCELT), which is comprised of 21 key leaders throughout the County organization, met on Friday, January 6, 2017 to continue the work of leadership. The meeting was attended by Supervisor McCowen who spoke to the group to acknowledge the importance of the work being done by the team. During the meeting, MCELT members identified and agreed to focus on four short term and three long term goals over the next twelve months. Goals include work in the following areas:

- Use of metrics
- Improving communication
- Customer service
- Compensation
- Outdated systems
- Economic development
- Staff engagement

Each team member committed to focusing on at least one of the identified goals. Members of the County's Expanded Leadership Team will have an opportunity to become involved as work teams are formed for each goal.

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## Animal Shelter Update

On December 30, 2016, the Animal Shelter dog kennel areas were placed in a quarantine status due to a dog testing positive for Parvo. The outbreak was traced to a total of 29 dogs that were picked up from three properties in the Covelo area by the Sheriff's Office's Animal Control Unit and brought to the shelter on December 21, 2016.

Currently the Animal Shelter is open to the public for citizens to adopt cats, look for lost & found cats and purchase pet licenses.

The Animal Shelter is expected to open the dog kennel areas on January 18, 2017, if no more cases of Parvo surface.

The Animal Shelter staff has been conducting very thorough, detailed & extensive cleanings of the dog kennel areas on a daily basis to prevent the spread of the Parvo disease. All dogs in the dog kennel areas have been vaccinated accordingly. The Shelter staff is also working with the Sheriff's Office Animal Control Unit to update cleaning protocols in their vehicles.

The Animal Shelter currently has a list of approximately 25 dogs that are eligible to depart the facility for a rescue organization or partnering animal shelter prior to the end of quarantine. The dogs fit a health criteria of having previous documented parvo vaccinations, the dogs are of adult status, a high titer test result and a good bath-shampooing are done on the dog prior to departing the Animal Shelter.

For the month of December 2016 the Animal Shelter adopted out 78 cats & 47 dogs, returned 43 dogs & 4 cats to their owners and transferred out 41 cats & 28 dogs to community partners & rescue organizations.

A big part of the adoptions for the month of December 2016 was the holiday-adoption event the shelter held on December 15th through December 17th. 47 cats & 9 dogs found homes for the holidays.

## Emergency Medical Services Update

The County and the City of Ukiah are working together to explore ways to strengthen dispatch services. The two entities currently have separate agreements with the California Department of Forestry and Fire Protection (CAL FIRE) for dispatch of fire and emergency medical services. One agreement is for dispatch services within the Ukiah City limits and the other is for the rest of the County. A joint letter will be submitted to CAL FIRE seeking information about how dispatch services can be better coordinated and leveraged across the City's and County's contracts to strengthen the system and benefit the residents of the City of Ukiah and the County of Mendocino.



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



*Check out Mendocino County's Career Page, powered by NEOGOV. [www.governmentjobs.com/careers/mendocinoca](http://www.governmentjobs.com/careers/mendocinoca)*



Legislative information, California Law, daily events and legislative publications can be viewed online at the official California Legislative Information website by visiting [www.leginfo.ca.gov](http://www.leginfo.ca.gov).

## Planning and Building Update

On January 6, 2017, the Governor's Office released a letter in support of the Sonoma Mendocino Economic Development District's application for designation as an Economic Development District under the U.S. Economic Development Administration's Partnership Planning program. The Governor's Office finds that the Sonoma-Mendocino Comprehensive Economic Development Strategy (CEDS) – *Innovate, Sustain, and Compete* – is consistent with their goals of supporting regional economic development in the State.

The letter from the Governor's Office is attached to this report.

## Cannabis Update

On January 19, 2017, the Planning Commission will hold a second hearing on the draft Cannabis Cultivation and Zoning ordinances and its CEQA Initial Study. Documents are available online for public review at <http://co.mendocino.ca.us/planning/publicnotices.htm>.

On December 19, 2016, the Board of Supervisors set a public workshop regarding the development of Cannabis Facility Business Licenses and a zoning amendment for non-cultivation cannabis licenses types. The public workshop will be Friday, January 27, 2017. The Executive Office will hold the workshop in the afternoon and a press release will go out next week.

## Water Agency News

On January 5, 2017, the SGMA Ad Hoc and Water Agency staff participated in a working group meeting with local agency representatives to discuss the structure of a proposed Groundwater Sustainability Agency. The next regular Ukiah Valley Groundwater Sustainability Agency formation committee is on January 26<sup>th</sup> at 1pm in the Agriculture building to discuss a draft Joint Power Authority agreement.

## Legislative Update

Legislative Highlights for January are set forth below:

- The State Legislature is now in session. On January 1<sup>st</sup>, statutes passed in 2016 came into effect.
- An Important bill to watch this session is AB 64 regarding medical and nonmedical cannabis.
- In January, the Governor will release the 2017-18 State budget.
- On January 3, 2017, the 115<sup>th</sup> United States Congress was sworn in. The Presidential inauguration is set for January 20, 2017.

## Upcoming Board Meetings

AAB (am)/Joint Meeting with BHAB (pm)	January 23, 2017
Regular Meeting	January 24, 2017
Regular Meeting	February 7, 2017
Regular Meeting	February 14, 2017

## Dates of Interest

County Holiday	January 16, 2017
SGMA Meeting	January 26, 2017
Cannabis Public Workshop	January 27, 2017
County Holiday	February 20, 2017

## Boards and Commissions Vacancies\*

Board Name	Position
Civil Service Commission	District 1
Community Development Commission	District 4

\*Anticipated vacancies for February, 2017. These vacancies will be noticed in late January.

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








## Attachments

1. Letter dated January 6, 2017 from Governor's Office regarding Sonoma-Mendocino Economic Development District
2. Ongoing list of Boards and Commissions vacancies

January						
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				

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

	Regular Board Meeting
	Joint Board Meeting
	Standing Committee Meeting
	Budget Hearings
	Board Workshop
	County Holiday
	CSAC, NACo, and RCRC: Feb 25-Mar 1 - NACo Legislative Conference

\* January 23, 2017 meeting will convene at 1:30 PM

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**GOVERNOR'S OFFICE OF BUSINESS AND ECONOMIC DEVELOPMENT**

STATE OF CALIFORNIA • OFFICE OF GOVERNOR EDMUND G. BROWN JR.

Via electronic mail

January 6, 2017

A. Leonard Smith, Regional Director  
U.S. Economic Development Administration  
Seattle Regional Office  
915 Second Avenue  
Room 1890  
Seattle, WA 98174

Dear Mr. Smith:

Please accept this letter of support on behalf of the Sonoma-Mendocino Economic Development District's application for designation as an Economic Development District under the U.S. Economic Development Administration's Partnership Planning program.

We understand that the boundaries of the Sonoma-Mendocino Economic Development District include Sonoma County and Mendocino County, and we have reviewed the Sonoma-Mendocino Comprehensive Economic Development Strategy (CEDS)—*Innovate, Sustain, and Compete*—and find that it is consistent with our goals of supporting regional economic development in the state.

If you have any questions, please feel free to contact me at 916-322-0694.

Sincerely,

Will Koch  
Chief Deputy Director  
California Governor's Office of Business and Economic Development (GO-Biz)  
1325 J Street, 18th Floor  
Sacramento, CA 95814





# VACANCIES

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

**CARRE BROWN**  
First District

**JOHN MCCOWEN**  
Second District

**TOM WOODHOUSE**  
Third District

**DAN GJERDE**  
Fourth District

**DAN HAMBURG**  
Fifth District

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

**KATHARINE L. ELLIOTT**  
County Counsel

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**APPOINTMENTS TO BOARDS AND COMMISSIONS  
DECEMBER 16, 2016**

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The Board of Supervisors is actively seeking candidates to fill the following vacancies. Please consult with the Executive Office or visit <http://www.co.mendocino.ca.us/bos/boardscommissions.htm> for information on specific categorical areas and District vacancies.

<b>BOARD/ COMMISSION</b>	<b>POSITION CATEGORY</b>	<b>SEATS OPEN</b>
(a) Airport Land Use Commission	(Various)	(2)
(b) Air Quality Management District Hearing Board	(Various)	(2)
(c) Alcohol and Drug Abuse Advisory Board	(Various)	(11)
(d) Anderson Valley Cemetery District	(Trustee)	(1)
(e) Animal Care and Control Appeals and Advisory Board	(Various)	(3)
(f) Area Agency on Aging - Governing Board	(Various)	(1)
(g) Assessment Appeals Board	(Alternate Board Member)	(1)
(h) Behavioral Health Advisory Board	(Various)	(11)
(i) Building Appeals Board	(Various)	(7)
(j) Child Care Planning Council	(Various)	(3)
(k) Civil Service Commission	(District 3)	(1)
(l) Community Development Commission	(Various)	(4)
(m) Commission on the Status of Women	(Under Review)	(15)
(n) First 5 Mendocino	(General Representative)	(3)
(o) Fish Rock Cemetery District	(Trustee)	(1)
(p) Golden Gate Bridge Highway and Transportation District	(Mendocino Representative)	(1)
(q) Gualala Municipal Advisory Council (GMAC)	(Member)	(2)
(r) Health and Human Services Agency Advisory Board (HHSA)	(Various)	(13)
(s) Hopland Cemetery District	(Trustee)	(4)
(t) Hopland Municipal Advisory Council	(Alternate)	(1)
(u) Indian Gaming Local Community Benefit Committee	(Various)	(5)
(v) In-Home Supportive Services (IHSS) Advisory Committee	(Various)	(3)
(w) Law Library Board of Trustees	(Trustee)	(2)
(x) Laytonville Municipal Advisory Council	(Member)	(1)
(w) Library Advisory Board	(Various)	(13)
(x) Little River Airport Advisory Committee	(Various)	(7)
(y) Mendocino Council of Governments	(Various)	(2)
(z) Mendocino County Business Improvement District	(Various)	(3)
(aa) Mendocino County Employees' Retirement Association Board	(Various)	(2)
(bb) Mendocino County Fish and Game Commission	( 4th District Representative)	(1)
(dd) Mendocino County Forest Council	(Public Members)	(4)

<b>BOARD/ COMMISSION</b>	<b>POSITION CATEGORY</b>	<b>SEATS OPEN</b>
(ee) Mendocino County Planning Commission	(Various)	(3)
(ff) Mendocino Historic Review Board	(Member)	(1)
(gg) Museum Advisory Board	(Various)	(4)
(hh) North Coast Resource Partnership - Technical Review	(Mendocino Representative)	(1)
(ii) Policy Council on Children and Youth (PCCY)	(Various)	(15)
(jj) Potter Valley Cemetery District	(Trustee)	(1)
(kk) Redwood Valley Municipal Advisory Council	(Alternate)	(1)
(ll) Westport Municipal Advisory Council	(Alternate)	(1)
(mm) Workforce Development Board	(Various)	(4)