



# The CEO Report

March 27, 2018

## Human Resources Update

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### Leadership:

All leadership work teams continue to meet monthly to work on their short term and long term goals. The Economic Development Team was actively involved in the Redwood Fire Rebuild Expo on March 24, 2018, and the Employee Engagement, Customer Service and Communications Teams have collaborated on an employee survey that will be sent out to employees by the beginning of May.

Mendocino County Executive Leadership Team (MCELT) met on March 22, 2018, to discuss project team goals and work plans for 2018.

### Job Fair:

Human Resources is excited to announce that they will again be sponsoring a County of Mendocino Job Fair to assist with our ongoing enhancement of recruitment efforts by focusing on immediate hiring needs and to promote positions throughout the County. The event will be held in the Administration Center on Thursday, May 24, 2018 from 11am-6pm. It will be open to the public and advertised online, in print, social media, local radio stations and various other advertising methods. The fair will also include several workshops from our Community partners, demonstrations highlighting individual County departments, job application computer assistance, onsite food vendors, and more.

### Reading Group:

The Leadership Reading Group is currently reading Start With Why, by Simon Sinek. This group meets every other Thursday with the next meeting on March 29, 2018, from 12-1 pm in conference room B at the Administration Building.

### Training:

Human Resources' training calendar is packed this spring with exciting new and popular courses. The website has been updated listing the courses under newly titled categories: Technical Skills, Supervisor & Manager and Professional Skills & Wellness. More information on current trainings can be found on the web at:

<https://www.mendocinocounty.org/government/human-resources/countywide-employee-trainings>

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### Contact Information:

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Website:

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

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## Human Resources Update (Continued)

### Wellness:

County employees are currently participating in the 2018 Wellness Challenge, "Right this Weigh". It is an online 12-week challenge designed to lead employees and dependents on the path to better health. For each activity, from exercise to produce options and adequate sleep, you'll virtually move along famous trails - building healthy habits that last! Right this Way is appropriate for anyone, from those wanting to lose weight, to those interested in maintaining a healthy weight. Participate for the fun of it, or choose to compete as an individual or on a team. With a mobile smart phone app and fitness device integration, participating has never been easier!

### Vacancy List:

Attached to this report is a list of all funded vacancies within the County that have been approved to fill and are in some stage of active recruitment. This list does not include unfunded positions, those of which have not been authorized to fill or any positions that departments are not trying to fill at this time.



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

## Information Technology Master Plan Update

ClientFirst returned to the County the week of February 26 - March 2, 2018, to present a workshop to the Executive Office and Sheriff's Office representatives on draft staffing and budget recommendations. The workshops are assisting the County with budgeting properly for IT resources for the current, upcoming and future fiscal years. Critical replacement needs are being identified. County IT is working on a prioritized list of critical IT need, including those identified as at or near end of life. The Executive Office will continue to provide the Board with updates as the project progresses.

## Cobblestone Contract Administration Implementation

The County's contract management software system, Cobblestone Systems – Contract Insight Enterprise Edition, is currently being built to meet the needs of the County. Work sessions have begun in which the contractor and Executive Office staff are inputting County data and will be ready for testing once data entry is complete. The Health and Human Services Agency has been selected as the test department. Once the testing is completed, full implementation will follow with each department targeted to be added by July 1, 2018. The software will be a major improvement in writing, processing and tracking contracts. The system will eventually include a web portal that will allow public access to approved contracts.



[www.cobblestonesystems.com](http://www.cobblestonesystems.com)

## HHS Update

### National Nutrition Month:

March is National Nutrition Month. The Centers for Disease Control (CDC) released their National Health and Nutrition Examination Survey and the results are distressing; there is still an increase in the rates of obesity in children.



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

Multiple Mendocino County agencies have collaborated to address the access of fresh produce and the familiarity of new varieties of produce. Some of the ways our community has been addressing the ability to access fresh produce and overcome the barriers to affording fresh produce have been in promoting the use of community gardens, Electronic Benefit Transfer (EBT) cards and the match at the Farmer's Market, and signing up qualified individuals for CalFresh, WIC, and the Food Bank. There has been a lot of work around the county to provide Harvest of the Month taste tests in schools, grocery stores, and medical clinics to increase the familiarity of a variety of fresh produce options that are in season. There are also free nutrition classes available in many locations around the county.

If you would like to see what is happening and meet the partner agencies that are working on creating change, please check out the Childhood Obesity and Family Wellness Action Team on the Healthy Mendocino website under Action Teams at [www.healthymendocino.org](http://www.healthymendocino.org)

### Child Abuse Prevention Month:

Not all heroes wear capes, some just open their doors! During the month of April, Child Abuse Prevention Month, we highlight the importance of ensuring children are not harmed by abuse and neglect. A child's early experience of being nurtured and developing a bond with a caring adult affects all aspects of behavior and development for the rest of their lives. Protective factors such as resilience, support, social connections, and parenting skills help reduce risks associated with child abuse and neglect. When families, friends, and neighbors join together to support and nurture children, we can prevent child abuse and neglect. One way community members can help is to become Resource Families to provide foster care, legal guardianship or adoption for Mendocino County children and youth who are unable to safely remain in their own homes. Homes are needed for children ages birth to 18, including sibling groups and children with special needs. Drop by informational sessions will be held at the following local businesses:

- April 3, 5:30-7:30 pm, Slam Dunk Pizza, 720 N. State St., Ukiah
- April 10, 2-4 pm, Schat's Bakery & Cafe, 113 W. Perkins St., Ukiah
- May 8, 12:30-2:30 pm, Scoops, 110 N. Main St., Willits
- May 22, 4:30-6:30 pm, Marino's Pizza & Ravioli, 142 Talmage Rd., Ukiah
- June 1, 5-7 pm, First Friday Pop Up Shops, Masonic Center, 428 N. Main St. Fort Bragg
- June 12, 4:30-6:30 pm, Marino's Pizza & Ravioli, 142 Talmage Rd., Ukiah

We welcome the community to stop by the Resource Family table and talk with the representatives from Family & Children's Services, Tapestry Family Services and Redwood Community Services to learn about opportunities to help children and youth in our county. We thank these local businesses for helping our efforts.

## HHSA Update (Continued)

### National Public Health Week, April 2-8, 2018

#### Public Health in Mendocino County

(presentation to the Board of Supervisors on April 10, 2018)

Protecting the health and well-being of individuals and the community is the fundamental responsibility of the Mendocino County HHSA Public Health Branch. Multiple factors play a role in the health of a community. What we eat, how often we exercise, the air we breathe, climate change, the design and construction of our communities - all can affect our physical and mental health. Thanks to the hard work of approximately 80 Public Health staff and our community partners, the HHSA Public Health Branch provides a broad range of innovative programs and services designed to promote, develop and sustain the health of individuals, families, and communities. Public Health is here for you and the community.

- We provide clinical and preventive services and work with local health care providers and other community partners to connect people with the resources they need.
- We educate, advise, coach, and guide people toward healthier lives for themselves and their families, in eating, exercise and substance use habits.
- We inspect, test, monitor, inform, and enforce regulations to ensure our beaches, water supplies, food establishments, and public pools are safe for public use.
- We plan and prepare for emergency situations.
- We keep vital records of changes in our population and analyze health data.

#### Everyone has the right to good health!

In Mendocino County, your zip code, your income, your education level, your ethnic background and your ability to access health care mean as much as a 15-year difference in how long you will live. Change can only happen if we make healthy choices as a society. This means improving everything that impacts health — from housing, education, and income, to community design, transportation and our environment. Together, we can all be the generation that changes the course of health in Mendocino County.

Join Healthy Mendocino today at [www.healthymendocino.org](http://www.healthymendocino.org), and learn about easy ways to support better health in your community. Healthy Mendocino is soon to publish the Mendocino County Health Improvement Plan which has the following 5 focus areas: poverty, mental health, housing, childhood trauma, and family and community wellness. These 5 focus areas have “action teams” meeting in Ukiah, Fort Bragg (the whole coast) and Willits (the north county) and have set goals and objectives for their communities. Please consider joining one today.



[www.nphw.org/nphw-2018](http://www.nphw.org/nphw-2018)

## Animal Shelter Update

### Income Statistics:

February 1, 2018, through February 28, 2018:

- 13 feral cats received
- 41 owner surrendered animals received
- 31 cats, 116 dogs, 7 livestock animals and 1 pocket pet impounded
- 155 total stray animals received



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

### Outcome Statistics:

February 1, 2018, through February 28, 2018:

- 27 dogs adopted
- 12 cats adopted
- 7 other animals adopted
- 42 animals transferred to rescue organizations
- 50 animals were returned to their owners
- 2 owner-surrendered animals euthanized
- 6 cats and 14 dogs and shelter animals euthanized
- Live release rate of approximately 88%

### Amnesty Day:

The Animal Shelter will be holding a Dog License Amnesty Day on Saturday, April 7, 2018, from the hours of 10:00 a.m. to 4:00 p.m. All late fees will be waived for delinquent dog licenses. The Animal Shelter has posted additional information on the Dog License Amnesty Day event on their social media websites. The poster for this event is attached to this report.

## Mendocino County Juvenile Hall Cost Calculation

Below is a cost calculation for the Mendocino County Juvenile Hall:

FY	Net County Cost	# of Youth	Annual Per Youth	Daily Per Youth
17-18	\$2,771,999.00	14	\$197,9999.93	\$542.47

Also attached to this report is a letter dated March 19, 2018, from the Mendocino County Juvenile Justice and Delinquency Commission.

## Property System Update

### Status of Property System Replacement

Approximately four years ago, the County entered into contract with Thompson Reuters for their tax software suite called 'Aumentum.' Initially it was anticipated that implementation would start within approximately two years from the time we signed the contract. As of March 2018, the County has not yet begun work on phase one of the implementation as outlined in the Statement of Work dated February 2, 2014. The County's understanding is that there are 11 counties currently ahead of Mendocino County in line to begin their implementations. At least one county has allegedly canceled/opted to not contract with Thompson Reuters (Nevada County).

### 'Phase Zero'

In order to prepare the County for the coming data migration, Thompson Reuters implementation engineers forwarded 'Phase Zero' instructions and database tables. The intention of Phase Zero is for the County to 'massage' our existing data (from the legacy as/400 system) into a suite of MSSQL tables that approximate the database table structure used in the live Aumentum product. This, in theory, should enable the County to get a head start on implementation. Significant progress has been made toward completing the Phase Zero data project. A reasonable estimate of the percentage of completion of Phase zero would be somewhere between 60-75%.

### Riverside

For several years, Thompson Reuters has been focusing on the Riverside County implementation. Other counties have been assured that the work being focused on Riverside will be directly beneficial in both the quality of the product and the speed of further implementations. In order to better assess the Riverside implementation status, a meeting was called in Riverside, in August, 2017. At this meeting, significant effort was made to impress upon the various attendees that the approach they were taking to the Aumentum product would lead to a greatly improved product. At this time, Riverside is scheduled to go live in the summer of 2018. Staff are hopeful this will happen and after the Riverside go-live, other county implementation will begin at an accelerated rate.

### Mendocino's Turn

Currently Mendocino County is scheduled to begin implementation in early 2019, with go live in early 2020. The various entities working on this project are optimistic with this timetable, but maintain a healthy degree of caution, given the past delays.

### Current System

The current live property tax system continues to function, and will be required to remain operational for at least the next two tax years. Due to the age of the platform that runs it, and the critical importance of this system, Information Services plans to replace it as the system is approaching end-of-life.



*Stay plugged in and up-to-date with the latest Mendocino County News by visiting [www.mendocinocounty.org](http://www.mendocinocounty.org).*

## Upcoming Board Meetings

Regular Meeting	March 27, 2018
Standing Committee Meeting	April 9, 2018
Regular Meeting	April 10, 2018
Regular Meeting	April 24, 2018

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

April						
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					

## Boards and Commissions Vacancies\*

Board Name	Position
Airport Land Use Commission	Planning Commission Representative
Health and Human Services Advisory Board	Community Health Representative
Potter Valley Cemetery District	Trustee
Archaeological Commission of Mendocino County	Archaeologist

-  Regular Board Meeting
-  Standing Committee Meeting
-  County Holiday
-  NACo

\* Anticipated vacancies

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

## Attachments

1. County Vacancies
2. Dog License Amnesty Day Poster
3. Letter dated March 19, 2018, from Mendocino County Juvenile Justice and Delinquency Commission
4. Ongoing list of Boards and Commissions vacancies

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County of Mendocino*



*Follow us on Twitter*



*@countymendocino*

**Funded and Approved Positons in Active Recruitment as of 03/15/18**

<b>ALLOCATED CLASSIFICATION</b>	<b>POSITION IN ACTIVE RECRUITMENT</b>
ACCOUNT SPECIALIST II & III	5
AG/MEASURE STANDARDS SPECIALIST III	1
AGRICULTURAL COMMISSIONER/SEALER	1
ANIMAL CONTROL OFFICER	1
ANIMAL FACILITY ATTENDANT	1
ASST CHIEF PROBATION OFFICER	1
BOOKMOBILE DRIVER	1
CHILD SUPPORT SPECIALIST II	4
COOK	1
DEPUTY COUNTY SURVEYOR	1
DEP DISTRICT ATTORNEY III & IV	5
DEP PROBATION OFFICER II	1
DEP SHERIFF-CORONER II	3
DIR PLANNING & BUILDING	1
EH SPECIALIST II	1
ELIGIBILITY WORKER II & III	20
EMPLOYMENT & TRAINING WORKER III	1
EQUIPMENT OPERATOR	6
HEAVY EQUIPMENT MECHANIC	1
HR ANALYST II	2
INFORMATION SYSTEMS TECH II	1
JUVENILE CORRECTIONS OFFICER	1
LIBRARIAN II	1
LIBRARY ASSISTANT	2
MH CLINICIAN II	1
MH REHAB SPECIALIST	4
NURSE CASE MANAGER	2
NUTRITIONIST	2
PROBATION DIVISION MANAGER	1
PROG SPECIALIST II	1
PROGRAM ADMININISTRATOR	2
PROGRAM SPECIALIST II	1
PUBLIC DEFENDER INVESTIGATOR	1
ROAD CREW SUPERVISOR	1
SCREENER	3
SECRETARY	1
SHERIFF'S SERGEANT	1
SHERIFF'S SVCS TECH	1
SOCIAL WORKER ASST II	4
SOCIAL WORKER SUPERVISOR II-A	2
SOCIAL WORKER III & IV-B	11
SUP JUVENILE CORRECTIONS OFFICER	1
SR DEPT ANALYST	1
SR ENGINEERING TECH	1
SR EQUIPMENT OPERATOR	3
SR HEAVY EQUIP MECHANIC	1
SR PH NURSE	3
SR PROGRAM SPECIALIST	2
SR PROGRAM MANAGER	2
SR SUB ABUSE COUNSELOR	1
STAFF ASSISTANT II & III	13
STAFF SERVICES ADMINISTRATOR	1
SUB ABUSE COUNSELOR II	2
SUPERVISING STAFF ASSISTANT	1
SUPERVISING THERAPIST	1
SUPERVISING PH NURSE	3
VOCATIONAL ASSISTANT	1
WELFARE INVESTIGATOR II	1

**TOTAL 140**

MENDOCINO COUNTY ANIMAL CARE SERVICES ANNOUNCES  
**One-Day Dog License AMNESTY**

SATURDAY, APRIL 7 • 10 am - 4 pm

**& Rabies Vaccine Clinic**

SATURDAY, APRIL 7 • 10 am - 3 pm



*Odie Cologne,  
former  
Ukiah Shelter  
guest.*

On **Saturday, April 7**, Mendocino County Animal Care Services will hold a **one-day Dog License Amnesty Program** in conjunction with a **low-cost rabies vaccine clinic** at the **Ukiah Shelter at 298 Plant Road**. This “one-stop shopping” opportunity will allow County residents to bring their dog licenses up to date and, if necessary, have their dog vaccinated against the rabies virus.

All dogs over 4 months of age are required by Mendocino County law to have a current rabies vaccine and dog license. **All penalties for expired licenses will be waived if the animal is registered on April 7.** Dog owners who have received a citation from Animal Control for failure to have a current license **will not be eligible** to participate in the Amnesty Program.

**License fees are \$25 for altered dogs and \$55 for un-altered dogs.**

Cats are not required to have licenses but a rabies vaccine is strongly recommended.

*Cats must come to the vaccine clinic in a secure cat carrier and dogs must be on leash.*

**The low-cost rabies vaccine clinic, will be offering rabies vaccinations for dogs or cats on Saturday, April 7, from 10 a.m. until 3 p.m.** The cost of the rabies vaccine will be \$6. Low-cost microchipping will also be available during this time for just \$25. This service includes registration of the chip, and can be a vital tool in helping a lost pet get home.

**CASH & CHECKS ONLY, PLEASE. NO CREDIT CARDS.**

**[mendoanimalshelter.com](http://mendoanimalshelter.com)**

**For questions please call the Ukiah Shelter at 463-4427**

COUNTY OF MENDOCINO  
BOARD OF SUPERVISORS

P.O. Box 1121  
Ukiah, CA 95482

2018 MAR 26 AM 11 42



TELEPHONE:  
(707) 467-8257

EXECUTIVE OFFICE

PER \_\_\_\_\_ COUNTY OF MENDOCINO  
UKIAH, CALIFORNIA JUVENILE JUSTICE  
and  
DELINQUENCY PREVENTION COMMISSION

Carmel Angelo, Mendocino County Administrative Officer  
501 Low Gap Road, Room 1010  
Ukiah, CA 95482

March 19, 2018

Dear Carmel Angelo,

This letter is being written with the full authority of the Mendocino County Juvenile Justice and Delinquency Commission (JJJDC) to advise the County CAO that the Mendocino County JJJDC discussed the concerns regarding the current and future status of the Juvenile Hall at our recent monthly meeting on March 16, 2018. Conditions at the Hall is a standing agenda item at every monthly meeting. Judge Riemenschneider, Chief Probation Officer Izen Locatelli, and Interim Assistant Chief Probation Officer Douglas Carver were present for this conversation. The JJJDC has been deeply involved in the operation, inspection, and policy development of Juvenile Hall for at least the past ten years. The JJJDC, by Welfare and Institutions Code statute, needs to be involved from the beginning in any conversations and decisions concerning the Juvenile Hall so that all perspectives can be considered. We at the Commission look forward to being a resource for the future of programming for youth involved in the Juvenile Justice system in Mendocino County.

Thank you for your consideration to this issue. We look forward to your response.

Sincerely,

A handwritten signature in black ink, appearing to read "Gary Levenson-Palmer", is written over the word "Sincerely,".

Gary Levenson-Palmer, Chairperson  
Mendocino County Juvenile Justice and Delinquency Commission

Cc: The Honorable David Riemenschneider  
Izen Locatelli, Chief Probation Officer



# VACANCY NOTICE

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

CARRE BROWN  
First District

JOHN McCOWEN  
Second District

GEORGEANNE CROSKY  
Third District

DAN GJERDE  
Fourth District

DAN HAMBURG  
Fifth District

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

KATHARINE L. ELLIOTT  
County Counsel

Date Posted: March 19, 2018

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

Airport Land Use Commission .....(1)

-- Planning Commission Representative --

Health and Human Services Advisory Board .....(1)

-- Community Health Representative --

Potter Valley Cemetery District .....(1)

-- Trustee --

Archeological Commission of Mendocino County.....(1)

-- Archeologist --

Please note:

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

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

LAST DATE FOR FILING: March 26, 2018, or until filled.

CARMEL J. ANGELO  
Clerk of the Board of Supervisors

By: \_\_\_\_\_  
Deputy

PLEASE KEEP POSTED THROUGH: April 10, 2018



# VACANCIES

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

**CARRE BROWN**  
First District

**JOHN MCCOWEN**  
Second District

**GEORGEANNE CROSKEY**  
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  
MARCH 18, 2018**

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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 [www.mendocinocounty.org/government/board-of-supervisors/boards-and-commissions](http://www.mendocinocounty.org/government/board-of-supervisors/boards-and-commissions) 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) Animal Care and Control Appeals and Advisory Board	(Various)	(3)
(d) Archaeological Commission of Mendocino County	(Archeologist)	(1)
(e) Assessment Appeals Board	(Alternate)	(1)
(f) Behavioral Health Advisory Board	(Various)	(3)
(g) Child Care Planning Council	(Various)	(3)
(h) Community Development Commission	(Various)	(2)
(i) Fish Rock Cemetery District	(Trustee)	(1)
(j) Gualala Municipal Advisory Council (GMAC)	(Alternate)	(1)
(k) Health and Human Services Agency Advisory Board (HHSA)	(Various)	(9)
(l) Hopland Cemetery District	(Trustee)	(3)
(m) Hopland Municipal Advisory Council	(Alternate)	(1)
(n) In-Home Supportive Services (IHSS) Advisory Committee	(Various)	(4)
(o) Little River Airport Advisory Committee	(Various)	(14)
(p) Mendocino County Business Improvement District	(Inland Area Representative)	(1)
(q) Mendocino County Historical Review Board	(Various)	(3)
(r) Policy Council on Children and Youth (PCCY)	(Various)	(12)
(s) Potter Valley Cemetery District	(Member)	(1)
(t) Westport Municipal Advisory Council	(Member)	(1)
(u) Westport – Ten Mile Cemetery District	(Trustee)	(1)