



The CEO Report

October 16, 2018

Human Resources Update

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Leadership

The Keynote presentation by the award winning author, David Marquet, of the book "Turn the Ship Around", was a tremendous success. The presentation was held in conjunction with the HHSA all staff meeting on October 3, 2018, at the Ukiah Fairgrounds - Carl Purdy Hall. Over 500 employees attended from various departments throughout the County. All County employees were invited to attend.

MCELT will be providing an informational update on the work of leadership, which will include team project updates, during the November 6, 2018, Board of Supervisors meeting.

Open Enrollment

The annual Health Plan Open Enrollment period is October 16 through November 30, 2018. Employees enrolled in the Mendocino County health plan have one opportunity during the annual Open Enrollment period to make changes to their health plan benefits without experiencing a qualifying life event. The Open Enrollment Fairs kick off the Open Enrollment period. The fairs offer every employee an opportunity to speak face to face with various health and wellness vendors, get questions answered and sign up or renew their benefits. All forms regarding Open Enrollment and any changes to the employee's health plan must be received in the Human Resources Office by 5:00 p.m. on Friday, November 30, 2018. More information on Open Enrollment, including the fair schedule, can be found on the website at:

www.mendocinocounty.org/government/human-resources/health-plan-enrollment

Vacancy List

Attached to this report is a vacancy and recruitment update which replaces the funded vacancy list report previously provided by Human Resources. This new report includes additional information as requested by the Board of Supervisors and includes all funded allocated positions, all vacant funded positions, all positions approved to be filled and in some stage of the recruitment process, all new hires (excluding extra help), all separations, and the number of employees on leave for each budget unit. The report will contain cumulative information for the current fiscal year and will be updated monthly.

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Health and Human Services Update

Safe Disposal of Medications and Sharps

Health and Human Services (HHS) - Public Health and MendoRecycle are working together to safe-guard the environment and the community's health. Both County agencies want to help citizens dispose of medication and used syringes in a responsible way.

MendoRecycle received five free medicine collection bins from the California Product Stewardship Council and has been looking for suitable sites to place them. Sites are being identified in Ukiah, Fort Bragg, and the Hopland Reservation. They are still looking for additional sites, preferably in pharmacies.

Public Health is also offering communities throughout the County the opportunity to have needle drop boxes in their jurisdictions. Public Health will purchase the boxes, and is asking the cities to install them. Public Health is also working with community stakeholders to develop a primary needle exchange program that keeps used needles off the streets and offers addiction treatment opportunities.

For more information, contact: Barbara Howe, HHS Public Health Director, howeb@mendocinocounty.org, (707) 472-2789, the MendoRecycle website at <https://mendorecycle.org/HazardousWaste/MedicationsSharps>, or Robert Carlson, General Manager, MendoRecycle, rcarlson@mendorecycle.org, (707) 234-5748.

Fire Recovery - Long Term Case Management

This may be an especially difficult month for many of us. The memory of the Redwood Complex Fire is still raw. As we work towards recovery, we need to take care of ourselves. There are many supports available to you.

- If you are experiencing a mental health crisis and need help right away, call: 1-855-838-0404.
- If you would like to meet with an individual therapist, but need a referral or help paying for the visits, contact the Resource Room, 707-621-8817.



REDWOOD FIRE SURVIVOR SUPPORT GROUP

Tuesdays in Ukiah



What ▶ Support Group for those impacted by the Redwood Complex Fire

When ▶ Tuesdays 12:00 pm - 2:00 pm
Starts October 9

Where ▶ Palma Properties
487 North State Street

Sign-Up through the Resource Room
Call: (707) 621-8817 or
Email: MendoRecovery@gmail.com

SHARE YOUR STORY Talking about your experience can help you work through grief, find your resiliency skills and feel more connected.

For more information, contact Mendocino-ROC Resource Room.
(707) 621-8817

Cultural Services Agency Update

Library

The Mendocino County Library has a full calendar of activities centered on the Big Read, with book discussions, author talks, crafts, gardening and movie-based activities:

- October 13-14: Mendocino County Library hosted a booth at Pumpkinfest in Ukiah.
- October 22, 11 a.m. - Noon: Library Hour on KZYX, discussing the Big Read.
- October 25, 6 p.m. – 8 p.m.: Panel Book Discussion “Why Read YA?” in partnership with Gallery Bookstore in Mendocino.
- In partnership with the Arts Council of Mendocino County, there will be an art and short story contest based on the theme of the Big Read book, “Pretty Monsters.”
- In partnership with National and State Parks, there will be a Big Read themed walk at the Pygmy Forest on the Mendocino Coast in November.

Please check the library website and your local branch to learn more information about our various activities.

Museum

The Mendocino County Museum is honored to host the Out of the Ashes art exhibit showcasing beautiful art from local artists and fire survivors in remembrance of the October fires. Art will be displayed until November 4, 2018. Make sure you stop by and see this emotional and outstanding exhibit. Entrance to the Museum is free with your Library Card.

In partnership with the Mendocino County Library Big Read, the Museum hosted a Poetry Night in conjunction with the Out of the Ashes Community Project on Thursday, October 11, 2018. The Museum and Library will be hosting a Hands-On-Healing Collage Memory Boxes Craft on October 23, 2018, from 5 p.m. – 6 p.m.



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

www.mendocinocounty.org/government/executive-office/parks

Facilities Update – Completed Projects

Mendocino Substation

The Mendocino Substation at the Ford House Carriage House was completed September 28, 2018. The project involved removal of the existing building and re-construction of an identical building on a slab foundation to match the original carriage house from the exterior. The new interior includes workspace for Sheriff's Deputies and an entrance for the substation concealed behind replica carriage doors. The total project cost was \$255,000.

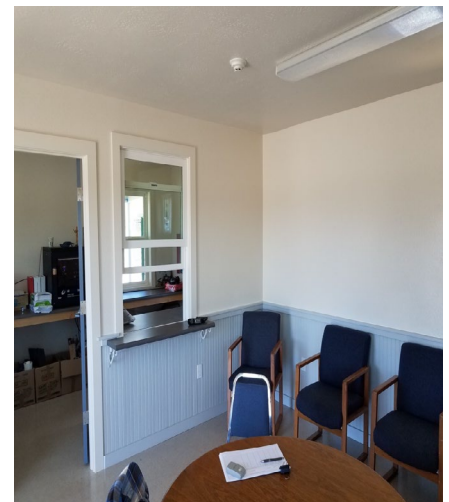


Stay plugged in and up-to-date with the latest Mendocino County News by visiting www.mendocinocounty.org.



Little River Airport

The Little River Airport Terminal project was completed on June 30, 2018. The project included a new roof and exterior shell, including windows and doors. ADA parking and path of travel were included, along with new interior finishes, which includes a remodeled office space and pilot's area. The total project cost was \$290,000.



Emergency Projects

On September 21, 2018, the County was notified that PG&E had de-energized an electrical service line, owned by the County, which provides power to a repeater/communication site. Prior to PG&E re-energizing the line, they required that vegetation clearing and repairs be made. Based on an emergency declaration, the vegetation removal and repairs were completed and the line was re-energized on October 5, 2018. Necessary parts for the power line were not available from suppliers, and the City of Ukiah provided them under mutual aid.

On September 19, 2018, HHSA staff notified Facilities of a redwood tree located at a County owned facility at 1120 South Dora, Ukiah, which appeared dangerous. An arborist was requested to evaluate the tree, and the arborist determined that the tree has a high risk of failure. Based on an emergency declaration, a contractor has been scheduled to remove this tree as soon as possible.



Western Hills Fire Safety Project

The Western Hills Fire Safety Project represents a comprehensive approach to protecting the Ukiah Valley from a catastrophic fire. The County of Mendocino is working with CAL FIRE, the City of Ukiah, the Ukiah Valley Fire Authority, and the Mendocino County Fire Safe Council in this effort which includes a shaded fuel break at the base of the hills, ridgetop fire breaks, and vegetation management. It is anticipated that success in this effort will serve as a demonstration project to inspire similar comprehensive efforts for implementation in other Mendocino County communities. On October 4, 2018, Assembly Member Jim Wood met with the partners in this effort to learn about the effort and provide support. Participants from the County included Supervisor John McCowen, Chief Executive Officer, Carmel Angelo, and Deputy Chief Executive Officer, Steve Dunicliff.

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

Animal Shelter Update



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

www.mendoanimalshelter.com

Income Statistics

September 1, 2018, through September 30, 2018:

- 19 feral cats received
- 28 owner surrendered animal(s) received
- 73 cats, 88 dogs, 0 livestock animal(s), two other stray type animal(s) received
- Four owned dogs received
- Five owned dogs & one owned cat received from law enforcement
- Eight dead animal(s) disposal request received
- 0 animal(s) for rabies specimen testing received
- 170 total animal(s) received

Outcome Statistics

September 1, 2018, through September 30, 2018:

- 22 dogs adopted
- 38 cats adopted
- 0 other animal(s) adopted
- 35 animals transferred to rescue organizations
- Nine feral cats trapped-neutered-released
- 48 animal(s) were returned to owners
- One owner-surrendered animal(s) euthanized
- Two cats died while receiving medical treatment/care
- Four shelter cats & 11 shelter dogs euthanized due to illness, disease or behavior
- 178 total animals outcomed
- Live release rate of approximately 91.5%

Upcoming Board Meetings

Regular Meeting	October 16, 2018
Regular Meeting	November 6, 2018
Regular Meeting	November 13, 2018

October						
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			

November						
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	

Dates of Interest

County Holiday	November 12, 2018
County Holiday	November 22-23, 2018

Attachments

1. Vacancy and Recruitment Update

	Regular Board Meeting
	Standing Committee Meeting
	County Holiday
	CSAC Annual Meeting

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BOARD OF SUPERVISORS VACANCY/RECRUITMENT UPDATE

Pay Period 20-18, September 9 - September 22, 2018

DEPARTMENT/OFFICE	TOTAL FUNDED ALLOCATED FTE POSITIONS	VACANT FUNDED FTE POSITIONS	POSITIONS IN RECRUITMENT	NEW HIRES SINCE 7/1/18	SEPARATIONS SINCE 7/1/18	EMPLOYEES ON LEAVE
AGRICULTURE	15.00	3.00	3	1	0	0
AGRICULTURE (CANNABIS PROGRAM)	2.00	2.00	1	0	0	0
AIR QUALITY	9.00	2.00	0	0	0	0
ANIMAL CARE	13.00	1.00	1	0	0	1
ASSESSOR-CLERK-RECORDER (ASSESSOR)	19.00	4.00	4	0	2	0
ASSESSOR-CLERK-RECORDER (CLERK RECORDER)	3.00	1.00	1	0	1	0
ASSESSOR-CLERK-RECORDER (COUNTY CLERK-ELECTION)	3.00	1.00	1	0	0	0
ASSESSOR-CLERK-RECORDER (MICROGRAPHICS)	1.00	0.00	0	0	0	0
AUDITOR-CONTROLLER	12.00	2.00	2	1	2	0
BOARD OF SUPERVISORS	5.00	0.00	0	0	0	0
CHILD SUPPORT SERVICES	35.00	8.00	3	1	1	4
COUNTY COUNSEL	12.00	0.00	0	0	0	0
CULTURAL SERVICES AGENCY (LIBRARY)	35.50	5.50	3.5	1	0	0
CULTURAL SERVICES AGENCY (MUSEUM)	5.00	2.00	0	0	0	0
DISTRICT ATTORNEY	44.00	5.00	1	4	1	2
DISTRICT ATTORNEY (ANTI DRUG ABUSE)	3.00	0.00	0	0	0	0
DISTRICT ATTORNEY (RAPE PROSECUTION)	1.00	0.00	0	0	0	0
DISTRICT ATTORNEY (VICTIM WITNESS)	4.00	0.00	0	0	0	0
EXECUTIVE OFFICE	11.00	2.00	2	1	0	0
EXECUTIVE OFFICE (BUILDINGS & GROUNDS)	33.80	4.80	2	0	3	4
EXECUTIVE OFFICE (CLERK OF THE BOARD)	3.00	0.00	0	0	1	0
EXECUTIVE OFFICE (DISASTER RECOVERY)	1.00	0.00	0	0	0	0
EXECUTIVE OFFICE (GARAGE)	3.00	0.00	0	0	0	0
EXECUTIVE OFFICE (GENERAL LIABILITY)	2.50	0.00	0	0	0	0
EXECUTIVE OFFICE (GENERAL SERVICES)	5.00	0.00	0	0	0	0
EXECUTIVE OFFICE (INFORMATION SERVICES)	21.00	0.00	0	0	0	0
FARM ADVISOR	3.00	0.00	0	0	0	0
HHSA (ADMINISTRATION)	21.00	9.00	1	0	0	0
HHSA (ALCOHOL/OTHER DRUG PROGRAM)	37.00	13.00	9	0	2	0
HHSA (CGAP-DFC GRANT)	1.00	0.00	0	0	0	0
HHSA (EMERGENCY MEDICAL SERVICE)	1.00	0.00	0	0	0	0
HHSA (ENVIRONMENTAL HEALTH)	22.60	4.00	2	0	0	0
HHSA (MENTAL HEALTH)	62.00	33.00	11	0	1	5
HHSA (PH BIOTERRORISM AS)	2.00	1.00	1	0	0	0
HHSA (PH TOBACCO ED)	1.00	0.00	0	0	0	0
HHSA (PH WIC)	12.20	3.40	0	2	0	1
HHSA (PUBLIC HEALTH CCS)	9.00	3.00	3	1	1	0
HHSA (PUBLIC HEALTH NURSING)	24.00	8.00	7	0	0	1
HHSA (PUBLIC HEALTH)	17.00	3.00	3	1	0	0
HHSA (SOCIAL SERVICES)	404.00	91.00	65	5	12	8
HUMAN RESOURCES	21.00	2.00	0	0	0	0
HUMAN RESOURCES (EMPLOYEE WELLNESS)	1.00	0.00	0	0	0	0
HUMAN RESOURCES (HEALTH BENEFITS)	3.00	0.00	0	0	0	0
PLANNING AND BUILDING	41.00	4.00	3	2	0	1
PROBATION	49.00	11.00	2	0	2	0
PROBATION (JUVENILE HALL)	28.80	8.80	4	0	6	0
PUBLIC DEFENDER	24.00	5.00	4	1	2	0
PUBLIC DEFENDER (ALTERNATE DEFENDER)	6.50	0.00	0	0	0	0

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RETIREMENT	5.00	0.00	0	0	0	0
SHERIFF (COPS PROGRAM AB3229)	1.00	0.00	0	0	0	0
SHERIFF (JAIL)	73.00	10.00	10	1	2	1
SHERIFF (OFFICE OF EMERGENCY SERVICES)	2.00	1.00	1	0	0	0
SHERIFF CORONER	112.00	10.00	10	4	3	12
TRANSPORTATION	92.80	22.00	10	2	2	1
TRANSPORTATION (ENGINEERING & TECHNICAL ASSIST)	6.00	0.00	0	0	0	0
TREASURER-TAX COLLECTOR	6.00	1.00	0	1	1	0
TREASURER-TAX COLLECTOR (COURT AB233 PROGRAM)	6.00	0.00	0	1	0	0
TOTAL:	1396.70	286.50	170.5	30	45	41