



MENDOCINO COUNTY CHIEF EXECUTIVE OFFICER
CARMEL J. ANGELO
REPORT TO THE BOARD
MAY 7, 2019

The CEO Report

May 7, 2019

Human Resources Update

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Supervisors Academy

The next classes in the Department Supervisor Skills Academy are, Performance Management and The Art of Writing a Performance Evaluation. The classes will take place on May 8, 2019 and May 9, 2019. Visit the following website for more information:

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

Labor Negotiations

The County began negotiations with Mendocino County Public Attorneys Unit in October, 2018. On May 1, 2019, negotiations began with SEIU Local 1021. During the course of 2019, the County will be meeting with the remainder of the bargaining units, which include Deputy Sheriffs' Association, Mendocino County Law Enforcement Association, Mendocino County Association of Confidential Employees, Department Head Association, Mendocino County Management Association and Teams Local 856 (Probation Unit).

Vacancy List

Attached to this report is a Justification of Filled Positions and Vacancy and Recruitment Update provided by Human Resources. These reports include 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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Check out Mendocino County's Career Page, powered by NEOGOV.

www.governmentjobs.com/careers/mendocinoca

Health and Human Services Update

CalFresh Expansion to Supplemental Security Income (SSI) / State Supplementary Payment (SSP) Recipients

Starting in June 2019, a change in State law will give many low-income elderly and disabled Mendocino County residents who receive SSI/SSP benefits to the Food Stamp program, now known as CalFresh. Since 1974, under State law, SSI/SSP recipients in California have not been eligible to receive CalFresh benefits. However, the State legislature changed this policy in 2018, so that SSI recipients may receive CalFresh benefits and SSI/SSP at the same time, beginning in June 2019. SSI/SSP benefits will not be reduced or eliminated as a result of this policy change.



SSI-only households where all members are receiving SSI/SSP will likely be newly-eligible to receive CalFresh and may submit a new application to apply, starting May 1, 2019, for June benefits. If they apply and are found eligible, benefits will begin no sooner than June 1, 2019.

Current CalFresh households with excluded SSI/SSP members do not need to submit a new application. For these households, HHSA will ask the household to provide information about any SSI recipients in their household at the time of annual renewal or at the mid-period report starting on June 1, 2019. In some households, adding the excluded member(s) will increase their CalFresh benefits. For others, adding the excluded member(s) may lead to a decrease or a total loss of CalFresh benefits.

A majority of households will benefit from this CalFresh expansion. California has created two state-funded nutrition programs called Supplement Nutrition Benefit and Transitional Nutrition Benefit for households negatively impacted by adding an SSI/SSP member. There may be some SSI/SSP recipients who will not be eligible for the CalFresh program or the state-funded nutrition programs.

Individuals or families can apply for CalFresh benefits in person at 764 S. Franklin Street, Fort Bragg, or at 737 S. State Street, Ukiah. You may also apply electronically at:

<https://c4yourself.com/c4yourself/index.jsp>

CalFresh applicants or recipients with questions about their case can call the Fort Bragg Office at (707) 962-1000, or the Ukiah Office at (707) 463-7700.

Health and Human Services Update - Continued

Preparation for the 2020 Census

The 2020 Census will take place April 1, 2020, and there are great benefits when all are counted accurately. The census determines our representation in Congress, allows for the re-districting of congressional districts, and determines much funding the Federal government allocates to each state program.

There are over 130 programs that use census data to distribute more than \$675 billion in funds, such as: Medicare, Veterans Benefits, CalWORKS, CalFresh, First 5, environment restoration, fire management, roads and transportation, taxes, schools and education, Maternal Child and Adolescent Health Services, mental health, Native American Block Grants, water safety and infrastructure, and much more.

In 2010, Mendocino County was under-counted, and cost our community an enormous amount of funding.

The Bureau of the Census is now hiring! The Census is seeking 500 people over the next year, and must hire 200 local residents by May 20, 2019. The minimum salary step is \$16.50 an hour, and comes with mileage reimbursement. You must be an American citizen, have a Social Security Number, and be able to pass a background check for the last five years. There will be no drug testing, and prior convictions over five years old are waived. To apply online, go to: 2020census.gov/en/jobs

The more we prepare for the upcoming Census, the more successful it will be. Participating in the 2020 Census benefits the individual and the entire Mendocino County community.



For more information on the 2020 Census, please visit their website at:
<https://2020census.gov/en>

Emergency Projects

On May 1, 2019, the water heater in the basement of the Administration Center failed and required emergency replacement. The unit was isolated so the replacement was able to happen with minimal impact to County staff. Based on the circumstances, an emergency declaration was issued and a contractor installed the new water heater on May 2, 2019.



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

Caspar Transfer Station Update

On March 20, 2019, a meeting of the Caspar Transfer Station Joint Coordinating Committee took place. The Committee provided direction to hire a consultant, to assist the City and the County with evaluating the Highway 20 Transfer Station and the possibility of an alternative land swap, the option of continuing to operate the Caspar Transfer Station, or determining if the Waste Management Pudding Creek Facility is a viable option. The consultant would be paid from funds collected as an additional fee at the Caspar Facility. Fort Bragg staff are developing language to be used in an RFP.



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/>

Measure B Advisory Committee Update

On April 9, 2019, the Mendocino County Board of Supervisors requested that the Measure B Advisory Committee create a clear written description of the different experts that might be engaging with Measure B funding and projects. Mendocino County staff worked with the Mental Health Treatment Act Citizen's Oversight Committee to create a List of Measure B Resources, which lists key individuals who will aid in the development of mental health facilities related to Measure B. The list is attached to this report. For further Measure B information, please visit Mendocino County's Mental Health Treatment Act Citizens' Oversight Committee website at:

<https://www.mendocinocounty.org/community/mental-health-oversight-committee>

Cultural Services Agency Update

Library

On May 4, 2019, all County Libraries will be celebrating Free Comic Book Day.

On May 14, 2019, from 5:00 p.m. - 6:00 p.m., the Willits Branch Library will host Author Talk with Les Fields.

On May 15, 2019, from 3:00 p.m. - 6:00 p.m., the Coast Community Library will host another program highlighting its Book to Action Grant for the Bee-Friendly Garden. The documentary, "More than Honey", will be shown.

On May 24, 2019, from 4:00 p.m. - 5:00 p.m., join the Willits Library to host the first in a countywide program that celebrates reading. This event titled, "A Flight in YA Fiction," will include a sampling of Young Adult novels read by Linda Pack. This program will introduce you to new authors and provide a book tasting for your reading pleasure.

On May 14 and May 28, 2019, from 3:30 p.m. - 4:30 p.m., the Ukiah Library will host Research Skills 101 for Teens.

Museum

On May 11, 2019, from 11:00 a.m. - 12:30 p.m., the Museum will host a Garden Workshop in legacy of the Victory Gardens of World War I. The workshop will include home garden techniques, tasting of produce, and a behind the scenes tour of the Willits Community Garden.

On May 16, 2019, from 2:00 p.m. - 3:00 p.m., the Museum will show a documentary film on World War I, free to the public.

In honor of Memorial Day, the Museum will host the Red Poppy Remembrance Craft on May 25, 2019, from 1:00 p.m. - 3:00 p.m. Stop by the Museum and make a Red Remembrance Poppy Lapel Pin to honor the men and women who have died in war.

The Mendocino County Museum exhibit from the National Archives, "Over Here: Americans at Home in World War I Special Exhibit from the National Archives," will close on May 26, 2019. Don't miss your last chance to see this wonderful exhibit.



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

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

Animal Shelter Update



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

www.mendoanimalshelter.com

Income Statistics

April 1, 2019 through April 30, 2019

- One animal impounded for quarantine at shelter
- Four dead animal(s) disposal request received
- 11 feral cats received
- Two animals came in due to owner being in custody
- 11 owned dogs received by Animal Control or Police due to owner in custody
- 36 owner surrendered animal(s) received
- Zero shelter animal returned by adopted
- 108 stray animal(s) impounded in the field by Animal Control, Police or came in over the counter from citizens
- Total of 173 animals received at the Animal Shelter

Outcome Statistics

April 1, 2019, through April 30, 2019

- Four cats adopted
- 32 dogs adopted
- One other animal
- Three animal(s) died
- Six dead animal disposals
- 16 total euthanasia
- 17 trap, neuter and return to field cats
- 51 return to owner animals
- 10 animals transferred to other rescue organizations
- Total of 141 animals departed the Animal Shelter

Intake Statistics Decline

Animal Care Services is expected to intake approximately 400 to 500 less animals this year. This is attributed to the hard work and efforts from the Clinic Staff, Mobile Spay & Neuter Caravan Staff and the contracted veterinarians that will perform approximately 2,500 to 3,000 surgeries during the 2018-19 fiscal year. See the statistics below for the last five Fiscal Years:

- FY 14-15 = 2630
- FY 15-16 = 2581
- FY 16-17 = 2321
- FY 17-18 = 2539
- FY 18-19 = (Current Total is 1650)

Upcoming Board Meetings

| | |
|----------------------------|------------------|
| Regular Meeting | May 7, 2019 |
| Standing Committee Meeting | May 13, 2019 |
| Regular Meeting | May 14, 2019 |
| Regular Meeting | May 21, 2019 |
| Budget Hearings | June 4 - 5, 2019 |
| Standing Committee Meeting | June 10, 2019 |
| Regular Meeting | June 11, 2019 |
| Regular Meeting | June 18, 2019 |

Dates of Interest

| | |
|----------------|--------------|
| County Holiday | May 27, 2019 |
|----------------|--------------|

Boards and Commissions Vacancies*

| Board Name | Position |
|---|---|
| Area Agency on Aging | Mendocino County Supervisor or Designee |
| Laytonville Municipal Advisory Council | Member |
| Mendocino Historical Review Board | Member |
| Potter Valley Cemetery District | Trustee |
| Redwood Valley Municipal Advisory Council | Trustee(s) |





* 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. Vacancy and Recruitment Update
2. Position Justification Report
3. List of Measure B Resources
4. Stepping Up Initiative Forums Flyer
5. Ongoing list of Boards and Commissions vacancies

| May | | | | | | |
|------|----|----|----|----|----|----|
| 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 | |
| June | | | | | | |
| 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 | | | | | | |

| | |
|--|-----------------------|
|  | Regular Board Meeting |
|  | Standing Committee |
|  | County Holiday |
|  | Budget Hearings |

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BOARD OF SUPERVISORS VACANCY/RECRUITMENT UPDATE

Pay Period 09-19, April 7 - April 20, 2019

| DEPARTMENT/OFFICE | FUND | TOTAL FUNDED ALLOCATED FTE POSITIONS | VACANT FUNDED FTE POSITIONS | POSITIONS IN RECRUITMENT (AS OF REPORT DATE) | VACANCY RATE* | NEW HIRES SINCE 7/1/18 | SEPARATIONS SINCE 7/1/18 | EMPLOYEES ON LEAVE |
|---|------|--|-----------------------------------|--|------------------|---------------------------|-----------------------------|-----------------------|
| AGRICULTURE | 1100 | 15.00 | 6.00 | 2 | 13.3% | 4 | 1 | 0 |
| <i>Agriculture Total:</i> | | <i>15.00</i> | <i>6.00</i> | <i>2</i> | <i>13.3%</i> | <i>4</i> | <i>1</i> | <i>0</i> |
| AIR QUALITY | 3270 | 9.00 | 2.00 | 0 | 0.0% | 0 | 0 | 0 |
| <i>Air Quality Total:</i> | | <i>9.00</i> | <i>2.00</i> | <i>0</i> | <i>0.0%</i> | <i>0</i> | <i>0</i> | <i>0</i> |
| ANIMAL CARE | 1100 | 13.00 | 2.00 | 0 | 0.0% | 1 | 1 | 0 |
| <i>Animal Care Total:</i> | | <i>13.00</i> | <i>2.00</i> | <i>0</i> | <i>0.0%</i> | <i>1</i> | <i>1</i> | <i>0</i> |
| ASSESSOR-CLERK-RECORDER (ASSESSOR) | 1100 | 19.00 | 6.00 | 7 | 36.8% | 5 | 7 | 0 |
| ASSESSOR-CLERK-RECORDER (CLERK RECORDER) | 1100 | 3.00 | 1.00 | 0 | 0.0% | 1 | 2 | 0 |
| ASSESSOR-CLERK-RECORDER (COUNTY CLERK-ELECTION) | 1100 | 3.00 | 0.00 | 0 | 0.0% | 1 | 0 | 1 |
| ASSESSOR-CLERK-RECORDER (MICROGRAPHICS) | 1218 | 1.00 | 0.00 | 0 | 0.0% | 0 | 0 | 0 |
| <i>Assessor-Clerk-Recorder Total:</i> | | <i>26.00</i> | <i>7.00</i> | <i>7</i> | <i>26.9%</i> | <i>7</i> | <i>9</i> | <i>1</i> |
| AUDITOR-CONTROLLER | 1100 | 12.00 | 0.00 | 1 | 8.3% | 3 | 3 | 0 |
| <i>Auditor-Controller Total:</i> | | <i>12.00</i> | <i>0.00</i> | <i>1</i> | <i>8.3%</i> | <i>3</i> | <i>3</i> | <i>0</i> |
| BOARD OF SUPERVISORS | 1100 | 5.00 | 0.00 | 0 | 0.0% | 0 | 0 | 0 |
| <i>Board of Supervisors Total:</i> | | <i>5.00</i> | <i>0.00</i> | <i>0</i> | <i>0.0%</i> | <i>0</i> | <i>0</i> | <i>0</i> |
| CHILD SUPPORT SERVICES | 1100 | 36.00 | 10.00 | 4 | 11.1% | 2 | 5 | 3 |
| <i>Child Support Services Total:</i> | | <i>36.00</i> | <i>10.00</i> | <i>4</i> | <i>11.1%</i> | <i>2</i> | <i>5</i> | <i>3</i> |
| COUNTY COUNSEL | 1100 | 12.00 | 0.00 | 0 | 0.0% | 1 | 1 | 0 |
| <i>County Counsel Total:</i> | | <i>12.00</i> | <i>0.00</i> | <i>0</i> | <i>0.0%</i> | <i>1</i> | <i>1</i> | <i>0</i> |
| CULTURAL SERVICES AGENCY (LIBRARY) | 1205 | 35.50 | 4.00 | 1 | 2.8% | 9 | 7 | 0 |
| CULTURAL SERVICES AGENCY (MUSEUM) | 1100 | 5.00 | 1.00 | 0 | 0.0% | 1 | 0 | 0 |
| <i>Cultural Services Agency Total:</i> | | <i>40.50</i> | <i>5.00</i> | <i>1.00</i> | <i>2.5%</i> | <i>10.00</i> | <i>7.00</i> | <i>0.00</i> |
| DISTRICT ATTORNEY | 1100 | 44.00 | 5.00 | 1 | 2.3% | 5 | 2 | 1 |
| DISTRICT ATTORNEY (ANTI DRUG ABUSE) | 4650 | 3.00 | 0.00 | 0 | 0.0% | 0 | 0 | 0 |
| DISTRICT ATTORNEY (RAPE PROSECUTION) | 4480 | 1.00 | 0.00 | 0 | 0.0% | 0 | 0 | 0 |
| DISTRICT ATTORNEY (VICTIM WITNESS) | 4640 | 4.00 | 0.00 | 2 | 50.0% | 0 | 0 | 0 |
| <i>District Attorney Total:</i> | | <i>52.00</i> | <i>5.00</i> | <i>3.00</i> | <i>5.8%</i> | <i>5.00</i> | <i>2.00</i> | <i>1.00</i> |
| EXECUTIVE OFFICE | 1100 | 13.00 | 2.00 | 1 | 7.7% | 1 | 0 | 0 |
| EXECUTIVE OFFICE (CENTRAL SERVICES) | 1100 | 5.00 | 1.00 | 1 | 20.0% | 1 | 3 | 0 |
| EXECUTIVE OFFICE (CLERK OF THE BOARD) | 1100 | 3.00 | 0.00 | 0 | 0.0% | 1 | 1 | 1 |
| EXECUTIVE OFFICE (DISASTER RECOVERY) | 1225 | 1.00 | 0.00 | 0 | 0.0% | 0 | 0 | 0 |
| EXECUTIVE OFFICE (FACILITIES & FLEET) | 1100 | 33.80 | 5.80 | 4 | 11.8% | 5 | 8 | 4 |
| EXECUTIVE OFFICE (GARAGE) | 1100 | 3.00 | 0.00 | 0 | 0.0% | 0 | 0 | 0 |
| EXECUTIVE OFFICE (GENERAL LIABILITY) | 7130 | 2.50 | 0.00 | 0 | 0.0% | 0 | 0 | 0 |
| EXECUTIVE OFFICE (INFORMATION SERVICES) | 1100 | 23.00 | 2.00 | 0 | 0.0% | 1 | 0 | 0 |
| <i>Executive Office Total:</i> | | <i>84.30</i> | <i>10.80</i> | <i>6.00</i> | <i>7.1%</i> | <i>9.00</i> | <i>12.00</i> | <i>5.00</i> |
| FARM ADVISOR | 1100 | 3.00 | 0.00 | 0 | 0.0% | 0 | 0 | 0 |
| <i>Farm Advisor Total:</i> | | <i>3.00</i> | <i>0.00</i> | <i>0</i> | <i>0.0%</i> | <i>0</i> | <i>0</i> | <i>0</i> |
| HHS (ADMINISTRATION) | 1100 | 23.00 | 8.00 | 6 | 26.1% | 5 | 1 | 0 |
| HHS (ALCOHOL/OTHER DRUG PROGRAM) | 1100 | 35.00 | 11.00 | 1 | 2.9% | 2 | 5 | 1 |
| HHS (CGAP-DFC GRANT) | 4260 | 1.00 | 0.00 | 0 | 0.0% | 0 | 0 | 0 |
| HHS (EMERGENCY MEDICAL SERVICE) | 1100 | 1.00 | 1.00 | 0 | 0.0% | 0 | 0 | 0 |
| HHS (ENVIRONMENTAL HEALTH) | 1100 | 22.60 | 3.00 | 1 | 4.4% | 1 | 1 | 0 |
| HHS (MENTAL HEALTH) | 1221 | 62.00 | 35.00 | 14 | 22.6% | 4 | 3 | 0 |
| HHS (PUBLIC HEALTH) | 1100 | 17.00 | 3.00 | 1 | 5.9% | 2 | 1 | 0 |
| HHS (PUBLIC HEALTH BIOTERRORISM AS) | 4780 | 2.00 | 0.00 | 0 | 0.0% | 1 | 0 | 0 |
| HHS (PUBLIC HEALTH CCS) | 1100 | 9.00 | 2.00 | 1 | 11.1% | 3 | 2 | 0 |
| HHS (PUBLIC HEALTH NURSING) | 1100 | 24.00 | 9.00 | 5 | 20.8% | 2 | 6 | 1 |
| HHS (PUBLIC HEALTH TOBACCO ED) | 4530 | 1.00 | 0.00 | 0 | 0.0% | 0 | 0 | 0 |
| HHS (PUBLIC HEALTH WIC) | 4180 | 12.20 | 1.40 | 1 | 8.2% | 2 | 0 | 0 |
| HHS (SOCIAL SERVICES) | 1100 | 404.00 | 99.00 | 69 | 17.1% | 34 | 42 | 9 |
| <i>HHS Total:</i> | | <i>613.80</i> | <i>172.40</i> | <i>99.00</i> | <i>16.1%</i> | <i>56.00</i> | <i>61.00</i> | <i>11.00</i> |

*Rates based on positions currently in recruitment

BOARD OF SUPERVISORS VACANCY/RECRUITMENT UPDATE

Pay Period 09-19, April 7 - April 20, 2019

| DEPARTMENT/OFFICE | FUND | TOTAL FUNDED ALLOCATED FTE POSITIONS | VACANT FUNDED FTE POSITIONS | POSITIONS IN RECRUITMENT (AS OF REPORT DATE) | VACANCY RATE* | NEW HIRES SINCE 7/1/18 | SEPARATIONS SINCE 7/1/18 | EMPLOYEES ON LEAVE |
|---|------|--|-----------------------------------|--|------------------|---------------------------|-----------------------------|-----------------------|
| HUMAN RESOURCES | 1100 | 19.00 | 0.00 | 1 | 5.3% | 1 | 1 | 1 |
| HUMAN RESOURCES (EMPLOYEE WELLNESS) | 1100 | 1.00 | 0.00 | 0 | 0.0% | 0 | 0 | 0 |
| HUMAN RESOURCES (HEALTH BENEFITS) | 7150 | 4.00 | 0.00 | 0 | 0.0% | 1 | 0 | 0 |
| <i>Human Resources Total:</i> | | <i>24.00</i> | <i>0.00</i> | <i>1.00</i> | <i>4.2%</i> | <i>2.00</i> | <i>1.00</i> | <i>1.00</i> |
| PLANNING AND BUILDING | 1100 | 41.00 | 5.00 | 1 | 2.4% | 8 | 8 | 1 |
| PLANNING AND BUILDING (CANNABIS PROGRAM) | 1100 | 2.00 | 1.00 | 0 | 0.0% | 0 | 0 | 0 |
| <i>Planning and Building Total:</i> | | <i>43.00</i> | <i>6.00</i> | <i>1.00</i> | <i>2.3%</i> | <i>8.00</i> | <i>8.00</i> | <i>1.00</i> |
| PROBATION | 1100 | 49.00 | 12.00 | 4 | 8.2% | 0 | 3 | 2 |
| PROBATION (JUVENILE HALL) | 1100 | 28.80 | 11.80 | 2 | 6.9% | 4 | 11 | 2 |
| <i>Probation Total:</i> | | <i>77.80</i> | <i>23.80</i> | <i>6.00</i> | <i>7.7%</i> | <i>4.00</i> | <i>14.00</i> | <i>4.00</i> |
| PUBLIC DEFENDER | 1100 | 24.00 | 1.00 | 0 | 0.0% | 6 | 3 | 2 |
| PUBLIC DEFENDER (ALTERNATE DEFENDER) | 1100 | 6.50 | 0.00 | 0 | 0.0% | 0 | 0 | 0 |
| <i>Public Defender Total:</i> | | <i>30.50</i> | <i>1.00</i> | <i>0.00</i> | <i>0.0%</i> | <i>6.00</i> | <i>3.00</i> | <i>2.00</i> |
| RETIREMENT | 1100 | 5.00 | 1.00 | 0 | 0.0% | 0 | 1 | 0 |
| <i>Retirement Total:</i> | | <i>5.00</i> | <i>1.00</i> | <i>0</i> | <i>0.0%</i> | <i>0</i> | <i>1</i> | <i>0</i> |
| SHERIFF-CORONER | 1100 | 113.00 | 16.00 | 12 | 10.6% | 9 | 8 | 5 |
| SHERIFF-CORONER (COPS PROGRAM AB3229) | 1210 | 1.00 | 0.00 | 0 | 0.0% | 0 | 0 | 0 |
| SHERIFF-CORONER (JAIL) | 1100 | 73.00 | 1.00 | 5 | 6.8% | 10 | 6 | 0 |
| SHERIFF-CORONER (OFFICE OF EMERGENCY SERVICES) | 1100 | 2.00 | 1.00 | 1 | 50.0% | 0 | 0 | 0 |
| <i>Sheriff-Coroner Total:</i> | | <i>189.00</i> | <i>18.00</i> | <i>18.00</i> | <i>9.5%</i> | <i>19.00</i> | <i>14.00</i> | <i>5.00</i> |
| TRANSPORTATION | 1200 | 92.80 | 22.00 | 12 | 12.9% | 9 | 9 | 1 |
| TRANSPORTATION (ENGINEERING & TECHNICAL ASSIST) | 1100 | 6.00 | 0.00 | 0 | 0.0% | 0 | 1 | 0 |
| <i>Transportation Total:</i> | | <i>98.80</i> | <i>22.00</i> | <i>12.00</i> | <i>12.1%</i> | <i>9.00</i> | <i>10.00</i> | <i>1.00</i> |
| TREASURER-TAX COLLECTOR | 1100 | 6.00 | 0.00 | 0 | 0.0% | 2 | 1 | 0 |
| TREASURER-TAX COLLECTOR (COURT AB233 PROGRAM) | 1100 | 6.00 | 1.00 | 0 | 0.0% | 1 | 1 | 1 |
| <i>Treasurer-Tax Collector Total:</i> | | <i>12.00</i> | <i>1.00</i> | <i>0.00</i> | <i>0.0%</i> | <i>3.00</i> | <i>2.00</i> | <i>1.00</i> |
| COUNTYWIDE TOTAL: | | 1401.70 | 293.00 | 161 | 11.5% | 149 | 155 | 36 |

*Rates based on positions currently in recruitment

JUSTIFICATION OF FILLED POSITIONS

April 2019

| DEPARTMENT/OFFICE | CLASSIFICATION | POSITION NUMBER | LOCATION | DATE REQUISITION APPROVED | JUSTIFICATION PROVIDED | DATE POSITION FILLED |
|--|-------------------------------------|-----------------|------------|---------------------------|--|----------------------|
| Assessor-Clerk-Recorder (Assessor) | Real Property Appraiser I | 0083 | Ukiah | 12/20/2018 | Position currently vacant/funded. Position is essential to keep the day-to-day operations in the Assessor division functioning. | 4/21/2019 |
| Assessor-Clerk-Recorder (Assessor) | Staff Assistant II | 3946 | Ukiah | 1/29/2019 | Fill empty/funded position in order to keep day-to-day operations of the office functioning. | 4/7/2019 |
| Assessor-Clerk-Recorder (Clerk Recorder) | Assessor-Cler-Recorder Technician I | 4253 | Ukiah | 3/12/2019 | Current incumbent retiring. Position is essential to keeping day-to-day operations in the Assessor division functioning | 4/21/2019 |
| District Attorney | Deputy District Attorney I | 3197 | Ukiah | 1/14/2019 | The District Attorney continues to have to respond to a shortage of attorneys necessary to carry out the mandates of this office. Currently there are four vacant DDA positions. Attorney staff has had to absorb the caseload of previous DDAs. The other attorneys in the office are already overwhelmed with the additional duties. The District Attorney's Office has sufficient funding necessary to support filling the attorney position. | 4/21/2019 |
| HHSA (Social Services) | Eligibility Specialist I | 3263 | Ukiah | 3/13/2018 | This position determines eligibility for Medi-Cal, CalFresh and CalWORKs which are all public assistance programs. Not filling this position places the department at risk of not meeting State and Federal mandates, risk of overtime and/or assigning duties elsewhere and potentially working someone out of class. | 4/21/2019 |
| HHSA (Social Services) | Eligibility Specialist I | 1689 | Ukiah | 3/13/2018 | This position determines eligibility for Medi-Cal, CalFresh and CalWORKs which are all public assistance programs. Not filling this position places the department at risk of not meeting State and Federal mandates, risk of overtime and/or assigning duties elsewhere and potentially working someone out of class. | 4/21/2019 |
| HHSA (Social Services) | Screener | 3971 | Fort Bragg | 11/2/2018 | EFAS division will be understaffed in the Fort Bragg office, with two unfilled positions in the clerical unit. Filling this position will provide reception and clerical coverage that includes, but is not limited to: front desk reception, answering phones, making packets, sorting and processing mail, and imaging/indexing paperwork and pending applications. This position would help to maintain staffing support levels in dealing with the current demands of proper service delivery to the public. | 4/7/2019 |
| HHSA (Social Services) | Screener | 0764 | Ukiah | 5/18/2018 | This position provides crucial front-end service to the public and supports the Eligibility staff. Not filling this position places the department at risk of not meeting State and Federal mandates, risk of overtime and/or assigning duties elsewhere and potentially working someone out of class. | 4/21/2019 |
| HHSA (Social Services) | Screener | 2362 | Ukiah | 7/11/2018 | Not filling this position places the department at risk of not meeting State and Federal mandates, risk of overtime and/or assigning duties elsewhere and potentially working someone out of class. | 4/21/2019 |

JUSTIFICATION OF FILLED POSITIONS

April 2019

| DEPARTMENT/OFFICE | CLASSIFICATION | POSITION NUMBER | LOCATION | DATE REQUISITION APPROVED | JUSTIFICATION PROVIDED | DATE POSITION FILLED |
|-----------------------------------|--------------------------------|-----------------|------------|---------------------------|--|----------------------|
| HHSa (Social Services) | Staff Assistant II | 0804 | Ukiah | 2/19/2019 | In an effort to stabilize the Clerical Unit, we are requesting to fill two open SA II positions. This will provide a promotional path in the unit and assist in our succession planning as we are seeing a pattern of Screeners wanting to promote as Eligibility Specialists. Also, by filling these positions, we will not need to rely on ES staff to cover front reception when the clerical unit is short staffed. These positions assist the public in person or by phone by answering inquiries related to services and programs; receive and route incoming documents to appropriate workers; maintain form inventories and intake packets; and back up Screeners at the ticketing window. | 4/21/2019 |
| HHSa (Social Services) | Staff Assistant III | 0970 | Fort Bragg | 1/29/2019 | This position provides all clerical support to the Adult and Aging Services division in the Fort Bragg office. Failure to fill the position puts the department at risk of not meeting State and Federal mandates. May also lead to overtime or out-of-class assignments. | 4/7/2019 |
| Human Resources | Staff Assistant II | 4009 | Ukiah | 3/19/2019 | Staff Assistant needed to provide support to Director and Assistant Director, complete special projects, and assist with leadership and labor activities. Assigning duties to existing staff will result in overtime and delays in assignments/projects. | 4/7/2019 |
| Human Resources (Health Benefits) | Staff Assistant II | 4283 | Ukiah | 1/27/2019 | In order to allow for adequate staffing to provide services to the public and support the department and Cultural Services Agency, a new shared position is needed. The addition of this position will create efficiencies for both areas. While this allocation will be assigned to Human Resources, funding for this position will be shared with the Cultural Services Agency. | 4/7/2019 |
| Planning and Building Services | Building Inspector I | 0500 | Fort Bragg | 3/22/2019 | Current incumbent resigning. If the position is left unfilled, this will result in delays in services provided such as building permit issuance, plan check, inspections for finalization, etc. | 4/21/2019 |
| Planning and Building Services | Commission Services Supervisor | 3576 | Ukiah | 2/19/2019 | Position currently vacant/funded. Planning Commission and Committees may have a delay in hearing project cases as this person is responsible for ensuring all cases are correct, proper meeting noticing deadlines are met, creating agendas, etc. | 4/21/2019 |
| Planning and Building Services | Staff Assistant II | 4026 | Ukiah | 3/29/2019 | If left unfilled there will be continued delay in permit processing and project approvals. This assignment will assist at the front counter and with project coordinating for the department. | 4/7/2019 |
| Sheriff-Coroner | Staff Assistant II | 0294 | Ukiah | 10/15/2018 | Current incumbent submitted resignation from County. This position directly serves and greets the public, performs clerical, live scan, and reception duties for the Sheriff's Office. If unfilled, those services could not be performed, which would significantly impact the public. | 4/7/2019 |

Measure B Mental Health Facility(ies)
List of Measure B Resources

| Name | Area of Expertise | Status |
|---|---|--|
| Carmel J. Angelo CEO | Overall County System and Board Liaison | Ongoing support. |
| Tammy Moss Chandler HHSA Director | HHSA Knowledge and Compliance | Assisting in the draft of the architectural services feasibility/cost study/design RFP/RFQ by providing expertise from HHSA. |
| Janelle Rau Deputy CEO | Public Contract Code/Public Project Oversight and Purchasing for Mendocino County | Assisting in the draft of the feasibility/cost study/design RFP/RFQ. |
| Nash Gonzalez Recovery Director | Planning & Building, Public Contracting and CEQA Compliance | Assisting in the draft of the architectural services RFP/RFQ. |
| Manuel Jimenez Mental Health Expert | Mental Health Consulting and Compliance | Preliminary draft of an RFP or RFQ in progress to solicit architectural services including feasibility/cost study/design of CRT, CSU, and PHF unit for various locations. |
| Sally Riley Riley Consulting Group | Public Construction Consulting/Compliance | Final draft contract in progress to provide public construction consulting services. Providing guidance and assistance with development of Architectural services feasibility/cost study/design RFP/RFQ. |
| Vacant Measure B Project Manger | Overall project management assistance for Measure B, including Budget and Timeline Compliance | Position has gone through recruitment; applications are being screened, with an interview panel to be scheduled for _____. |
| Vacant Architect/Engineering Group | Facility Design and Feasibility (including potential site location(s), cost analysis, and facility specifications/design) | Architectural services feasibility/cost study/design RFP/RFQ in progress. |
| Donna Moschetti Measure B Committee | NAMI Resources Family Connection | Ongoing support. |
| Jan McGourty Measure B Committee | NAMI Resources Family Connection | Ongoing support. |



THE STEPPING UP INITIATIVE

Please join us at Mendocino County's first Community Forum to learn about our local efforts to reduce the number of people with mental illness in jails.

Guest Speakers: Elizabeth Siggins, Council of State Governments Justice Center, and Farrah McDaid Ting, California State Association of Counties.

U K I A H

Wednesday
May 8th, 2019

293 Seminary Ave.

Ukiah
Veterans Hall

FORT BRAGG

Thursday
May 9th, 2019

360 Harrison Ave.

Fort Bragg
Veterans Hall

Educational Session
from 1:00 p.m. - 5:00 p.m.
&
Public Forum
from 6:00 p.m. - 8:00 p.m.

To RSVP, visit
www.surveymonkey.com/r/MendocinoSteppingUp
(requested but not required.)

For more information on the National Stepping Up Initiative, visit stepuptogether.org



VACANCY NOTICE

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

CARRE BROWN
First District

JOHN McCOWEN
Second District

JOHN HASCHAK
Third District

DAN GJERDE
Fourth District

TED WILLIAMS
Fifth District

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

KATHARINE L. ELLIOTT
County Counsel

Date Posted: April 12, 2019

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

Area Agency on Aging Governing Board.....(1)
-- Mendocino County Supervisor or Designee--

Laytonville Municipal Advisory Council.....(1)
-- Member--

Mendocino Historical Review Board.....(1)
-- Member--

Potter Valley Cemetery District(1)
-- Trustee--

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 or (707) 463-4441.

LAST DATE FOR FILING: May 6th, 2019, or until filled.

CARMEL J. ANGELO
Clerk of the Board of Supervisors

By: _____
Deputy

PLEASE KEEP POSTED THROUGH: May 7th, 2109



VACANCY NOTICE

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

CARRE BROWN
First District

JOHN MCCOWEN
Second District

JOHN HASCHAK
Third District

DAN GJERDE
Fourth District

TED WILLIAMS
Fifth District

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

KATHARINE L. ELLIOTT
County Counsel

Date Posted: April 15, 2019

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

Redwood Valley Municipal Advisory Council (2)
-- Member --

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 or (707) 463-4441.

LAST DATE FOR FILING: May 6th, 2019, or until filled.

CARMEL J. ANGELO
Clerk of the Board of Supervisors

By: _____
Deputy

PLEASE KEEP POSTED THROUGH: May 7th, 2019



VACANCIES

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

CARRE BROWN
First District

JOHN MCCOWEN
Second District

JOHN HASCHAK
Third District

DAN GJERDE
Fourth District

TED WILLIAMS
Fifth District

CARMEL ANGELO
Chief Executive Officer/Clerk of the Board

KATHARINE L. ELLIOTT
County Counsel

APPOINTMENTS TO BOARDS AND COMMISSIONS
APRIL 12, 2019

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.

| BOARD/ COMMISSION | POSITION CATEGORY | SEATS OPEN |
|--|--|-----------------------|
| (a) Air Quality Management District Hearing Board | (Various) | (4) |
| (b) Animal Care and Control Appeals and Advisory Board | (Various) | (3) |
| (c) Archaeological Commission of Mendocino County | (Museum Director) | (1) |
| (d) Area Agency on Aging Governing Board | (At Large Member) | (1) |
| (e) Assessment Appeals Board | (Alternate) | (2) |
| (f) Behavioral Health Advisory Board | (2nd District Representative) | (1) |
| (g) Child Care Planning Council | (Various) | (5) |
| (h) Civil Service Commission | (District Three Representative) | (1) |
| (i) Community Development Commission | (Various) | (6) |
| (j) Covelo Public Cemetery District | (Trustee) | (1) |
| (k) Fish Rock Cemetery District | (Trustee) | (1) |
| (l) Gualala Municipal Advisory Council (GMAC) | (Various) | (2) |
| (m) Health and Human Services Agency Advisory Board (HHSA) | (Various) | (8) |
| (n) Hopland Cemetery District | (Trustee) | (3) |
| (o) Hopland Municipal Advisory Council | (Member) | (2) |
| (p) In-Home Supportive Services (IHSS) Advisory Committee | (Various) | (9) |
| (q) Law Library Board of Trustees | (Trustee) | (1) |
| (r) Laytonville Municipal Advisory Council | (Member) | (2) |
| (s) Library Advisory Board | (5th District Member) | (1) |
| (t) Little River Airport Advisory Committee | (Various) | (10) |
| (u) Mendocino Council of Governments (MCOG) | (Public Appointee) | (1) |
| (v) Mendocino County Business Improvement District | (Inland Area Representative) | (1) |
| (w) Mendocino County Resource Conservation District | (Long Term Director) | (1) |
| (x) Mendocino County Tourism Commission | (Various) | (2) |
| (y) Mendocino Historical Review Board | (Member) | (1) |
| (z) Museum Advisory Board | (Various) | (2) |
| (aa) North Coast Resource Partnership | (Alt Mendocino Rep to the Tech Review Comm.) | (1) |
| (ab) Policy Council on Children and Youth (PCCY) | (Various) | (12) |
| (ac) Potter Valley Cemetery District | (Trustee) | (1) |
| (ad) Redwood Valley Municipal Advisory Council | (Member) | (1) |
| (ae) Sonoma Mendocino Economic Development District | (Director) | (1) |
| (af) Westport Municipal Advisory Council | (Member) | (2) |