



# The CEO Report

March 7, 2017

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## Human Resources Update

### Sexual Harassment Prevention Training:

During the month of February 2017, all County staff who supervise were required to complete Sexual Harassment Prevention Training to comply with AB1825 training mandates. This biennial training was offered in-person and online to ensure all employees were able to conveniently access and complete this required training in a timely manner.

### The Work of Leadership:

On March 1, 2017, Human Resources and the Executive Office hosted the quarterly Expanded Leadership Team meeting. Approximately 75 staff representing 13 County departments attended. Supervisor McCowen opened the meeting and talked about the importance of leadership, public service employment, and the work of the Board of Supervisors. Supervisor McCowen also expressed his appreciation of our County employees and acknowledged the value of the work they do.

Attendees were provided with an update on the County budget process, County Social Media Policy, Human Resources activities, and the work of leadership. Committees from the Mendocino County Executive Leadership Team (MCELT) gave presentations on their current work to recruit employees and form teams that will work to identify, address, and improve important issues such as communication, economic development, performance measurement, employee engagement, operational processes, recruitment and retention, and customer service.

During the meeting, County employees Art Davidson, Patti Black, Kenny Spain, Mike Wesolowski, DeAnna Boughton and Danelle Fierro, representing a number of County departments, spoke about their personal involvement in the work of Leadership within their own departments and participation in the County-wide Leadership Reading Group.

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### Contact Information:

Office: (707) 463-4441

Fax: (707) 463-5649

Email:

[ceo@co.mendocino.ca.us](mailto:ceo@co.mendocino.ca.us)

Website:

[www.co.mendocino.ca.us](http://www.co.mendocino.ca.us)

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## PG&E Work Near 16740 Tomki Road, Redwood Valley

On February 28, 2017, PG&E identified a leak on a gas transmission line L-021E near 16740 Tomki Road in Redwood Valley. That same day, PG&E activated emergency operations in order to isolate the line, identify the precise location of the leak and support gas service to the area while repairs were being made. PG&E has isolated the line, removed gas from the section, and capped either side of the leak to assist with identifying its exact location. PG&E is also utilizing LNG/CNG (Liquefied Natural Gas/Compressed Natural Gas) to maintain service to customers in the area. While working to make repairs last week in challenging field conditions, PG&E halted work over the weekend due to weather and resumed work again on Monday, March 6, 2017.

PG&E has remained in constant contact with the property owner and tenant at 16740 Tomki Road in order to best minimize inconvenience to the resident. PG&E has also been in contact with the nearby Abhayagiri Buddhist Monastery and has established a laydown yard on their property.



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

## Library Update

Mendocino County Library is proud to announce it will be hosting its first ever New Book Festival on Sunday, April 2, 2017, from 1-4pm, at the Willits Branch Library. We will have over 1,000 new books and other items available for instant check out, along with other fun activities for the whole family.

The Fort Bragg Branch Library will be celebrating that Fort Bragg is recognized as a Bee City on Saturday, March 25, 2017. The Library will have Bee Themed Storytime & Crafts from 10:30 am until noon, and a special performance by Uncle Jer's Traveling Bee Show at 2pm.

On March 18, 2017, from 5-6pm, the Willits Branch Library will be hosting a presentation on Home Brewing.

The Ukiah Branch Library will be celebrating Teen Tech Week, March 7-11, 2017, with lots of wonderful programs. The Ukiah Branch will also be hosting Saint Patrick's Day Stories on March 16, 2017, 6-7pm, and a Book Reading with Gene Paleno on March 22, 2017, from 2-3pm.



Mendocino County libraries offer a number of services and programs. For more information on what is going on at your local branch visit  
<http://co.mendocino.ca.us/library/>

## Water Agency News



On February 16, the Sustainable Ground Water Management Act (SGMA) ad hoc committee and Water Agency staff participated in a SGMA formation meeting to discuss structure of the proposed Groundwater Sustainability Agency. The next regular Ukiah Valley Groundwater Sustainability Agency formation committee meeting is on March 16, 2017, at 1pm at the Ukiah Veterans Hall to continue development and negotiations on a draft Joint Power Authority agreement. The SGMA ad hoc committee will provide an update to the Board following the March 16, 2017, meeting.

## Cannabis Update

On March 1, 2017, key staff from various departments involved in the regulation of cannabis met to discuss enforcement. The working group will be developing County coordination and collaboration processes for permitting cannabis operations and enforcement of County cannabis regulations.



The Executive Office and Planning and Building Services are developing a Request for Proposal (RFP) to seek qualified consultants to assist the County in developing an exemption process for cannabis cultivators requesting to operate outside an approved zoning district. The RFP is expected to be issued by the end of March.

Tentative dates for upcoming cannabis items before the Board are:

- March 21, 2017 – 1st reading of the cultivation ordinances
- March 28, 2017 – Board workshop for the cannabis facilities and cannabis business license ordinances
- April 4, 2017 – 2nd reading of the cultivation ordinances
- April 17, 2017 – 9.30 & 9.31 ordinances

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).

## Lake Mendocino Dam

On Tuesday, February 21, 2017, City of Ukiah workers at the City owned hydroelectric plant could not completely close the 36 inch water release valve to generator unit 1. Working with the Army Corps and Fish and Wildlife, workers were able to stop outflow and inspect the valve about 120 feet in the pinstock release pipe. Upon inspection of the valve, debris (a tree limb) was found lodged in the valve, keeping it from closing. Workers were able to go inside the pipe and remove the debris without issue.

On Thursday, February 23, 2017, another issue with a different water release system was caused by debris lodging within the release valves. Debris has been coming through the trash rack (grate meant to keep debris out of the system) which is a fairly common problem. Other dams have had so much debris that their trash racks have completely clogged.

Additionally last week, the Army Corps increased flow to 3,000 cfs and City of Ukiah hydroelectric staff reported hearing unusual rumbling sounds. City staff asked the Army Corps to reduce flows to 1,000 cfs. After an initial inspection, staff did not find any obvious issues or signs of damage. A complete inspection of the release pipe was scheduled for Monday, March 6, 2017, in cooperation with Army Corps and Fish and Wildlife. On that date, outflows were completely stopped and staff entered and inspected the release pipe. The City of Ukiah does not expect to find any damage, since they now believe the sound was caused by air in the pipe.

## RFP for Grant Research and Grant Writing Services

In the Fiscal Year 2016-17 Budget, the Board of Supervisors appropriated funds to hire a consultant to provide coordinated grant research and grant writing services. A request for proposals was released on November 17, 2016, and five firms from across the nation submitted applications by December 19, 2016. The RFP Evaluation Committee, consisting of CEO Carmel Angelo, Assistant CEO Alan Flora, HHS Director Tammy Moss Chandler, and Probation Chief Pamela Markham, have performed initial reviews of the proposals and attended presentations with leading firms on Monday, March 6, 2017. Upon selection of a qualified firm/firms, the consultant will review existing County programs and services; meet with the CEO and department heads to determine priorities; research the availability of federal, state, and private foundation grant programs; and upon approval of the CEO and/or Board of Supervisors, initiate and complete the preparation of the required funding applications.



Stay plugged in and up-to-date with the latest Mendocino County News by visiting [www.co.mendocino.ca.us](http://www.co.mendocino.ca.us).

## Animal Shelter Update

### Upcoming Board Meeting

The Animal Shelter currently has an inventory of 34 cats and 70 dogs. From January 1, 2017, through February 28, 2017, the Animal Shelter adopted out 21 cats and 70 dogs.

From January 1, 2017, through February 28, 2017, the Animal Shelter returned 81 animals to their owners and transferred 100 animals to rescue organizations.

The Mobile Spay and Neuter Caravan conducted a two day operation in Manchester last week resulting in 15 dogs and 28 cats being spayed or neutered.

The Mobile Spay and Neuter Caravan will be visiting Laytonville on March 12, 2017, at the Fire Hall on Willits Ave; Boonville on March 31, 2017, tentatively scheduled to be held at the Grange; and on April 28, 2017, in Fort Bragg at the Fort Bragg Feed and Pet Store. There are limited spaces still available for these dates. Please contact the Animal Shelter at 463-4427 to secure a space.

UC Davis Veterinary School will be on site March 15 and 16, 2017, conducting an assessment of the Animal Shelter facility. The findings of the assessment will assist the staff in improving the day to day operations of the Animal Shelter.

## Public Education and Government (PEG) Mendocino Access Television Update

The Executive Office has been experiencing issues for the past several years with the stability of the PEG service provider in the Ukiah area. This instability has led the Executive Office to consider other options regarding PEG by the former Ukiah Valley PEG service provider, Mendocino Access Television (MATV).

The Executive Office has kept the ad hoc committee fully apprised of the situation with MATV's continued organizational and financial challenges as well as all communications between MATV and the Executive Office. Recently, a demand was transmitted to MATV for the return for all equipment purchased with public funds to the County in order to allow minimum PEG broadcasting services. Further, the County recently became aware that MATV has not been providing any live broadcast services since November 2016 and that the continuation of the PEG channels dedicated to Mendocino County were potentially jeopardized. As a result, the Executive Office took further action to ensure continued PEG programming by gaining oversight and broadcasting control of the three public access channels as of February 22, 2017. The Executive Office has been working with County Counsel on options regarding the return of the equipment, as well as with Information Services on various methods to live stream all public meetings that are held in Board Chambers, as well as broadcasting other government meeting content on a regularly scheduled basis until a permanent solution can be put in place. The Executive Office will keep the Board informed as progress is made on the situation.



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

Regular Meeting	March 7, 2017
Standing Committee Meeting	March 13, 2017
Regular Meeting	March 20, 2017
Regular Meeting	March 21, 2017
Special Meeting	March 28, 2017

## Boards and Commissions Vacancies\*

The Clerk of the Board has not received any new vacancy notices since the March 2017 vacancies, listed below, were announced in the CEO report on February 14, 2017. Anticipated vacancies for the month of April will be noticed later this month.

Board Name	Position
Behavioral Health Advisory Board	5 <sup>th</sup> District Consumer
Mendocino Historical Review Board	Member (2 seats available)
North Coast Railroad Authority	Mendocino Representative

\*Anticipated vacancies for March, 2017









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. Ongoing list of Boards and Commissions vacancies

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						

	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
	Special Meeting

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# VACANCIES

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

**CARRE BROWN**  
First District

**JOHN MCCOWEN**  
Second District

**VACANT**  
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 FEBRUARY 13, 2017

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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.

BOARD/ COMMISSION	POSITION CATEGORY	SEATS OPEN
(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)	(2)
(i) Building Appeals Board	(Various)	(7)
(j) Child Care Planning Council	(Various)	(3)
(k) Community Development Commission	(Various)	(2)
(l) Commission on the Status of Women	(Under Review)	(15)
(m) Fish Rock Cemetery District	(Trustee)	(1)
(n) Gualala Municipal Advisory Council (GMAC)	(Member)	(2)
(o) Health and Human Services Agency Advisory Board (HHSA)	(Various)	(10)
(p) Hopland Cemetery District	(Trustee)	(4)
(q) Hopland Municipal Advisory Council	(Alternate)	(1)
(r) In-Home Supportive Services (IHSS) Advisory Committee	(Various)	(3)
(s) Law Library Board of Trustees	(Trustee)	(1)
(t) Laytonville Municipal Advisory Council	(Alternate)	(1)
(u) Library Advisory Board	(Various)	(10)
(v) Little River Airport Advisory Committee	(Various)	(7)
(w) Mendocino County Business Improvement District	(Various)	(3)
(x) Mendocino County Employees' Retirement Association Board	(Various)	(2)
(y) Mendocino County Fish and Game Commission	(Various)	(2)
(z) Mendocino County Forest Council	(Public Members)	(4)
(aa) Mendocino Historic Review Board	(Member)	(3)
(bb) North Coast Railroad Authority	(Mendocino Representative)	(1)
(cc) North Coast Resource Partnership - Technical Review	(Mendocino Representative)	(1)
(dd) Policy Council on Children and Youth (PCCY)	( Various)	(1)
(ee) Russian River Cemetery District	(Trustee)	(1)
(ff) Westport Municipal Advisory Council	(Alternate)	(1)
(gg) Workforce Development Board	(Various)	(4)