



The CEO Report

November 14, 2017

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Human Resources Update

Leadership:

The Leadership Project Teams continue to meet on a monthly basis. They are finalizing their team's goals and are preparing to meet with the Mendocino County Executive Leadership Team (MCELT) within the next month to present their work. We are very proud of the continued commitment of these teams. The Leadership Project Teams will do a workshop with the Board in January, 2018.

The Leadership Reading Group's next book will be Start with Why, by Simon Sinek. Start with Why shows that the leaders who've had the greatest influence in the world all think, act, and communicate the same way and it is the opposite of what everyone else does. Sinek calls this powerful idea "The Golden Circle," and it provides a framework upon which organizations can be built, movements can be led, and people can be inspired. And it all starts with WHY. We are very excited to meet and discuss this book.

The Mendocino County Executive Leadership Team (MCELT) has identified a competition that could be held for the benefit of our Redwood Valley community's rebuilding effort. The Redwood Valley Municipal Advisory Committee will be involved as well. Tentatively known as "Rebuild Redwood Valley", this competition would begin with the community providing input into what helps define Redwood Valley. This input would be compiled into a one or two page sheet for release to the architectural community, with a request for the creation/submittal of housing plans that embody the community's sense of self. Based on the sheer number of homes we've lost, this competition would provide an architect with a rare opportunity to be intimately involved in positively re-shaping an area as it rebuilds. Winning plans would be selected through proposals received; it is anticipated there would be at least two sets of plans selected for homes representing different construction cost levels. Winning plans would be pre-approved by Planning and Building Services to minimize plan review time and cost if anyone chooses to construct a home designed through this competition.

A workshop is tentatively scheduled in January for the Board to discuss economic development. Primary participants in the discussion would include the Economic Development and Finance Corporation (EDFC), West Company, and representatives from the County's Executive Leadership Team.

Benefits:

There were over 250 employees in attendance in the Health Benefits Open Enrollment fairs this year. Open Enrollment is the one time a year employees have the ability to modify health coverage without a qualifying event for themselves and their dependents. The Open Enrollment period ends on Friday, December 1, 2017, and any applicable forms must be received by the Human Resources Department before 5:00 p.m. that day.

Contact Information:

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ceo@mendocinocounty.org

Website:

www.mendocinocounty.org

Human Resources (continued)

Wellness:

Mendocino County Working on Wellness (MCWOW) wrapped up another Incentive Program on November 1, 2017, and 72% of eligible employees completed their Biometric Health Screening this year. This is a marked increase over previous years and sets a new all-time high record for participation. Additionally, approximately 69% of eligible employees completed all of the requirements needed to qualify for the \$500 incentive for the 2018 Calendar Year. This high level of participation is something that County of Mendocino employees should feel proud about.

Beginning November 13, 2017, MCWOW will also be launching a new holiday challenge titled "Health for the Holidays." This lighthearted challenge will help employees reduce their stress, focus on eating right and encourage adding a bit of exercise during this holiday season. Registration ends November 19, 2017. The flyer for this challenge is attached.

Recruitment:

Department Head recruitments are underway for Chief Probation Officer and Agriculture Commissioner/Sealer. The Chief Probation Officer recruitment closes on December 8, 2017, and the Agriculture Commissioner/Sealer recruitment closes on December 29, 2017.

HR Agency Unit:

The HR - Agency Unit organized six Civil Rights and Unconscious Bias training sessions for Health and Human Services Agency employees. The training will be presented by the UC Davis Extension Center for Human Services, November 7-9, 2017, in Ukiah and Fort Bragg.



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

Mendocino County Holiday Schedule

All County offices will be closed November 23-24, 2017, December 25, 2017, and January 1, 2018. A news release will be issued this week to provide detailed holiday closure information for the following offices: Agriculture, Air Quality, Auditor-Controller, County Counsel, Health and Human Services Agency, Human Resources, Library, Retirement Association, Museum, Planning and Building Services, Probation, Public Defender, Sheriff-Coroner and Treasurer/Tax Collector. The public is urged to call a department's office number in advance to confirm the availability of services during the winter holiday. Please visit the County's website at www.mendocinocounty.org for departmental contact information.

HHSA Update

Emergency Winter Shelters:

The Inland Shelter located at 1045 South State Street, Ukiah, opened amidst a rainy storm on Wednesday, November 8, 2017 (after the Board of Supervisors approved the contract on November 7, 2017).

There were a few things to do in the shelter in order to get the stamp of approval from the City of Ukiah. A team of folks worked together with Redwood Community Services to make sure the space is safe and received occupancy approval from the City on November 8, 2017. Shelter intake is at Plowshares from 5:30 p.m. to 6:30 p.m.

The North Coast Emergency Winter Shelter plans to open in early December. The Mendocino Coast Hospitality Center is working with City Council members and the faith-based community to ensure a smooth process.

Promotion of Ulyses Lopez as Veteran Services Officer:

Health and Human Services Agency (HHSA) is pleased to announce that Ulyses Lopez has been promoted to the position of Veteran Services Officer.

Ulyses has worked in the Fort Bragg office as a Veteran Services Representative for the past five years. In this position, he assisted veterans to enroll in Veterans Administration Health Care, service connected compensation, pension and many other veterans' related benefits, as well as being a strong advocate for veterans in Mendocino County.

Ulyses served in the United States Army from 2002 to 2005, which included a 15-month tour in Iraq during Operation Iraq Freedom where he was awarded the Combat Infantryman's Badge and a Presidential Unit Citation.

In 2013, Ulyses was named "Veteran of the Year" for the 2nd Assembly District, by former State Assembly Member Wes Chesbro, for his service to veterans.

HHSA is excited to have Ulyses on board in this very important role.

Disaster CalFresh:

As a result of the recent wildfires throughout the State of California, the Department of Agriculture, Food and Nutrition Service, approved seven counties to disseminate Disaster-CalFresh -- a streamlined food assistance program to serve those households affected by these devastating events. The Federal mandates specified a limited application period of only seven days, October 25 - November 1, 2017, requiring HHSA to immediately train and implement the program. Through combined efforts, close to 400 households in Mendocino County received assistance under Disaster CalFresh (100 new applications and 300 enhancements to current recipients).





For more information on the County's Cannabis Program, please visit:
www.mendocinocounty.org/cannabis

Cannabis Update

Due to the fires, the Cannabis Working Group meetings had been canceled in October. On November 3, 2017, the following four groups held phone conferences: Track and Trace; Building Use Requirements; Overlay Zones, Exemption, and/or Exclusion Zones; and Cycles/Number of Inspections.

The Working Groups were able to reconnect on November 3, 2017, and made further progress on continuing to identify issues to address. The Groups plan to meet again in early December.

The meetings have been audio recorded and are available on the County website at:

<https://www.mendocinocounty.org/business/cannabis-permits-and-licenses-/cannabis-track-and-trace-program/cannabis-working-groups>

Library Update

The Coast Community Library is still closed due to retro fit construction. All library branches will be closed on Thursday and Friday, November 23 and 24, 2017, in observance of Thanksgiving.

November is National Novel Writing Month (NANOWRIMO). The Ukiah and Fort Bragg Branches are providing write-ins and programs to help patrons work on writing the next novel.

The Willits Branch will host Art Night: Cookie Decorating on November 28, 2017, at 5:30pm. The Fort Bragg Branch will host a lecture on Paleontology by Rob Sula on November 17, 2017, at 3:30 p.m.

The Ukiah Branch will host a Virtual Reality Day on November 30, 2017, and invites anyone over 13 years old to check out our Oculus Rift System from 12:00pm until 3:00p.m. Please contact the library for more details.



Mendocino County libraries offer a number of services and programs. For more information on what is going on at your local branch visit:
www.mendocinocounty.org/government/library

Request for Proposal (RFP) Update

RFP# 08-17 Information Technology Master Plan

- Issued on April 6, 2017
- RFP Submission Deadline was May 8, 2017
- Evaluation process complete
- Proceeding with contract negotiations; final contract will be presented to the Board of Supervisors for consideration
- Final contract will be on the December 5, 2017, Board of Supervisors Agenda for consideration/approval.

RFQ# 57-17 Architectural/Engineering Services for the Mendocino County Jail Replacement Special Needs Housing Unit and Visitors Center

- Issued on September 12, 2017
- RFQ Submission Deadline was October 27, 2017
- Moving forward with the evaluation process



Animal Shelter Update

Fire Numbers:

The Animal Shelter took in approximately 95 displaced animals during the first week of the fire.

Within approximately three weeks after the fire started all of the displaced animals were returned to their owners.

The Animal Shelter temporarily assisted the Inland Humane Society by allowing an additional 32 dogs and cats to stay at the Animal Shelter for two days when their organization was evacuated due to the fire.

The Animal Shelter received approximately 17 cats and three dogs that suffered burn injuries due to the fire. Unfortunately, four of the cats had to be euthanized due to the nature of their injuries.

All of the injured animals received daily medical treatment and care from our Clinic Staff that consisted of Julie Folk, Jessica Harris, DVM Sarah Ratekin, DVM Kirsten Jorgenson and DVM Patricia Humphreys. A big thank you goes to Mendocino Animal Hospital, who also provided daily medical treatment and care for some of the injured animals that we received.

Ukiah Fairgrounds:

Animal Care Services employees Bliss Seiferd and Sarah O'Rourke were responsible for impounding and caring for a big portion of the animals that were kept at the Ukiah Fairgrounds.

DVM Scott Fetherston, DVM Kerry Levin, DVM Kendal Wilson, DVM Mike Witt and Board of Supervisor-DVM Georgeanne Croskey provided treatment and care for the injured animals that were housed at the Ukiah Fairgrounds.

On October 13, 2017, the Fairgrounds reached a high count of approximately 170 horses and donkeys, 110 goats, 100 plus chickens and an assortment of miscellaneous animals such as sheep, ducks, alpacas, brahma bull, and pigs.

Transfers:

On October 13, 2017, when we desperately needed the extra kennel and cage space at the Animal Shelter, the Oakland Animal Services, Santa Cruz Animal Shelter and Rocket Dog Rescue from San Francisco greatly assisted us in taking 55 of our adoptable animals. The transfer of animals opened up valuable space at the Animal Shelter and permitted us to house additional displaced animals.

Outcome Statistics:

From October 1-31, 2017, 18 dogs were adopted, 38 cats were adopted, 115 animals were transferred to rescue organizations and 63 animals were returned to their owners. The live release rate was 92.50%.



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

Emergency Purchases



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

On October 30, 2017, County staff were requested to assist with acquiring necessary resources to assist with the Redwood Complex Fire recovery efforts and erosion control/stabilization efforts being led by the CalOES. In the days leading up to the staging for the commencement of the recovery/stabilization efforts, coordination had been occurring with State agencies, including CalOES, CALFIRE, CalTrans, and the Army Corps of Engineers. However, the morning of the staging at the Incident briefing, it was brought to the CEO's attention that the necessary supplies and resources were not acquired in time to deploy. As a result, through the Logistics Section of the Emergency Operations Center and as part of the Incident Command, County staff were requested to assist in the recovery effort, obtained verbal pricing from three location agencies, and purchased the resources detailed below. Pursuant to Mendocino County Code Section 2.32.040, Sec. 2.32.040 - Emergency Purchases - *whenever it has proclaimed a local emergency pursuant to Section 8630 of the Government Code, direct the Purchasing Agent to engage independent contractors to perform services related to the local emergency for the County and officers thereof, with or without the furnishing of materials, within the amounts the Board of Supervisors may establish. Informal bidding procedures shall be observed to the extent that such procedures are feasible under emergency circumstances.*

Although the Board has declared a local and public health emergency, due to the nature of the purchases and that certain purchases may exceed FEMA and/or CalOES guidelines, the Executive Office determined reporting said purchases to the Board would be appropriate.

The total emergency purchases related to the stabilization efforts were approximately \$60,000.

In addition to the above purchases, pursuant to Mendocino County Code Section 2.32.040, Sec. 2.32.040, the Executive Office is also reporting on the following emergency purchases:

- August 2017: Low Gap Amphitheater safety hazard required immediate fencing to prevent entry based upon the recommendations of Risk Management; on September 17, 2017, a fence was installed. The costs for a 9 month rental \$887/per month through the end of the Fiscal Year. Facilities staff are researching long term options.
- September 6, 2017: Information Services HVAC unit condenser replacement for server room - replacement of failed condenser unit for Main Server Roof \$5,275
- October 11, 2017: Jail Building II water heater replacement - Two Water Heaters failed in Jail Building II - \$15,966
- October 9, 2017: Fuel purchase at beginning of Redwood Complex Fire incident - to ensure fuel supply throughout incident - \$21,500

Upcoming Board Meetings

Regular Meeting	November 14, 2017
Regular Meeting	November 21, 2017
Regular Meeting	December 5, 2017
Standing Committee Meeting	December 11, 2017
Regular Meeting	December 18, 2017
Regular Meeting	December 19, 2017

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 23-24, 2017
CSAC Annual Meeting	November 27-30, 2017
County Holiday	December 25, 2017

December						
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						

Boards and Commissions Vacancies*

Board Name	Position
First 5 Mendocino	County Representative

* Anticipated vacancies for November, 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.

-  Regular Board Meeting
-  Standing Committee Meeting
-  County Holiday
-  CSAC Annual Meeting

Attachments

1. Health for the Holidays flyer
2. Ongoing list of Boards and Commissions vacancies

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County of Mendocino



Follow us on Twitter



@countymendocino



Health **FOR THE** Holidays

2017 MCWOW WELLNESS CHALLENGE
NOVEMBER 13TH - DECEMBER 24TH



Ready for holidays filled with joy and well-being?

You're about to have some fun (and a few giggles) as you build an engaging online animated scene - and sustainable healthy habits - to help you skate through the holidays feeling your best. The more activities you record, the richer your scene will be...and the more energetic and resilient you'll feel.

In this 6 week challenge, your goal is to pile up 12 inches of snow each week by recording exercise, nutrition habits, and a simple but important well-being activity. You can choose to participate on your own or join the optional team challenge.



Everyone Wins!

Besides the individual raffle prizes, and winning team prize...everyone who completes all 6 weeks of the challenge will win a free coffee mug at the conclusion of the challenge!



Register online by visiting www.mendocinocounty.org/hr/mcwow
Registration ends November 19th!



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 CROSKEY
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: October 30, 2017

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

First 5 Mendocino (1)

-- County Representative--

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: November 9, 2017 or until filled.

CARMEL J. ANGELO
Clerk of the Board of Supervisors

By: _____
Deputy

PLEASE KEEP POSTED THROUGH: November 13, 2017



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

**APPOINTMENTS TO BOARDS AND COMMISSIONS
OCTOBER 30, 2017**

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 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) Animal Care and Control Appeals and Advisory Board	(Various)	(3)
(d) Assessment Appeals Board	(Alternate Member)	(1)
(e) Behavioral Health Advisory Board	(Various)	(2)
(f) Child Care Planning Council	(Various)	(3)
(g) Community Development Commission	(Tenant Commissioner - Coastal)	(1)
(h) First 5 Mendocino	(County Representative)	(1)
(i) Fish Rock Cemetery District	(Trustee)	(1)
(j) Gualala Municipal Advisory Council (GMAC)	(Member)	(1)
(k) Health and Human Services Agency Advisory Board (HHSA)	(Various)	(7)
(l) Hopland Cemetery District	(Trustee)	(4)
(m) Hopland Municipal Advisory Council	(Alternate)	(1)
(n) In-Home Supportive Services (IHSS) Advisory Committee	(Various)	(8)
(o) Laytonville Municipal Advisory Council	(Alternate)	(1)
(p) Little River Airport Advisory Committee	(Various)	(14)
(q) Mendocino County Business Improvement District	(Various)	(4)
(r) North Coast Resource Partnership - Technical Review	(Mendocino Representative)	(1)
(s) Policy Council on Children and Youth (PCCY)	(Various)	(13)
(t) Westport - Ten Mile Cemetery District	(Trustee)	(1)