

Board Directives as of 7/9/2019

	A	B	C	D	E	H	K	L
	Directive Number	Date	Directive	Updates	Department	Assigned to	Priority Level	Status
1		01-22-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD THAT STAFF SHALL investigate the creation of "Cannabis Business District" plans	4-2-19 Brent: Cannabis Economic Development Ad Hoc visited Arcata Cannabis Innovation Zone on March 29th. Next steps are to debrief from Arcata tour and determine appropriateness and potential locations for Mendocino County.	PBS	Brent	5	IN PROCESS
2	D1							
4	D2	01-22-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD expand previously appointed second access ad hoc of Supervisors Haschak and Gjerde to also address issues related to emergency access and/or evacuation routes. (second access/emergency access)		BOS		1	IN PROCESS
5	D3	01-23-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that Executive Office Staff shall return with options for making county's retirement contributions earlier than required.	1-22-19 Auditor Weer: We currently calculate retirement contributions during each biweekly payroll and for each individual employee (because each employee's contribution is unique). After the payroll runs we send the contributions to retirement for each 2 week period. As far as I know, retirement needs to keep track of these contributions by employee also. If, the county were to front an early lump sum contribution amount... not sure if retirement can apply that correctly on there end. 3-8-19 Auditor-Controller Weer: The 6/30/2018 Actuarial Report estimates the 19/20 Recommended Employer Contributions be set at \$23.291 million. If the county were to try and prepay this amount at the beginning of the year it could cost the General Fund between \$200,000 and \$400,000 in annual interest earnings depending on how the current interest rates will perform. After discussions with the Treasurer, removing this amount or any significant portion of this amount from the Treasurer's Pool would also negatively impact the General Fund cash flow to such a point the county would be faced with returning to a 1 year TRANS borrowing program. Based on these cost factors I would recommend that the CEO have an actuarial evaluation done first to determine the amount of UAAL savings this would generate for the Retirement System.	Auditor/Controller	Lloyd Weer	5	IN PROCESS
11	D4	02-05-19 - BOS Directive	Direction to staff to proceed with researching options associated with the development of a Crisis Residential Unit(s), Crisis Stabilization Unit(s), Crisis Treatment Unit(s), and 24 Hour Psychiatric Health Facility Utilizing Measure B Funds, including design, bid and/or build and potential properties or facilities locations. Said options would be presented to the Board of Supervisors at a future meeting for discussion and/or direction as appropriate.				2	IN PROCESS
20	D7	02-26-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that AirCon will work with Sonoma County division of sustainability and that Supervisor Gjerde help facilitate that discussion		BOS			
21	D8	02-26-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that review of directives is hereby referred to General Government standing committee	02-27-19: Standing Committee Referral Index updated - kvh; 03-29-19:	BOS		5	In Process
22	D9	02-26-19 - BOS Directive	BY ORDER OF THE CHAIR formation of a solid waste ad hoc committee consisting of Supervisors Gjerde and McCowen to meet with MSWA member agencies to consider futher structure of MSWA	02-27-19: Ad hoc committee index updated. - kvh			5	
23	D11	02-26-19 - BOS Directive	5d) Directs that the two Board of Supervisors Representatives to EDFC (Williams/Haschak) work with the County staff and EDFC staff to bring back suggested timeframes for milestones for implementing the plan		EO	Steve	5	

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1	Directive Number	Date	Directive	Updates	Department	Assigned to	Priority Level	Status
24	D12	02-26-19 - BOS Directive	5g) Directs that Aircon Energy conduct a formal investment grade audit of County facilities and return to the Board to present final recommendations and options to implement and fund energy efficient improvements			Steve	5	
25	D13	02-26-19 - BOS Directive	6a) The Board of Supervisors direct the Chief Executive Officer and County Counsel to work together on a plan to fund CSA 3 adequate to transition to active status and provide an update to Local Agency Formation Commission (LAFCO) that CSA 3 will no longer be inactive.	3/12/19: Approval of transfer of funds to reactivate CSA3	EO		5	In Process
26	D14	03-12-19 - BOS Directive	4g) GENERAL CONSENSUS OF THE BOARD that modification to museum hours be returned to the Cultural Services Agency for input from the Library Advisory Board before returning to the Board of Supervisors.	4/2/19 Karen Horner: MAB is meeting in May; Karen attended and spoke at Willits City Council meeting. She is working with MAB to come up with a reasonable compromise to stay open Sunday while increasing hours with existing staff	Cultural Services Agency	Karen Horner	5	
27	D15	03-12-19 - BOS Directive	5d) GENERAL CONSENSUS OF THE BOARD that staff shall investigate timeline needed to adopt equity program related Ordinance in order to be eligible for next grant cycle.		Agriculture		5	
28	D17	03-12-19 - BOS Directive	5h) GENERAL CONSENSUS OF THE BOARD that Behavioral Health Advisory Board Annual Report recommendations 2 and 3 are to be reviewed as part of the Legislative Platform.	4/2/19: Changes to be presented to the Board April 9th as part of legislative update	Executive Office	Sarah	5	In Process
29	D19	03-12-19 - BOS Directive	5h) GENERAL CONSENSUS OF THE BOARD that the Chair of the Behavioral Health Advisory Board and the Chair of the Board of Supervisors shall work together to review typos within the Annual Report and also discuss items contained therein.		BOS	Carre	5	
30	D20	03-12-19 - BOS Directive	6a) The Board of Supervisors Directs staff to begin discussions with Sonoma County regarding formation of a Joint Powers Authority to execute the partnership with our LEMSA.		HHSA	Tammy	5	In Process
31	D21	03-19-19 - BOS Directive	BY ORDER OF THE CHAIR formation of an IT Ad Hoc Committee consisting of Supervisors Gjerde and Williams	3/21/19: Ad Hoc Committee index updated		Janelle	5	ongoing
32	D22	03-19-19 - BOS Directive	6a) The Board of Supervisors directs staff to collaborate with newly formed IT Ad Hoc Committee on the prioritization of the County's IT Master Plan Initiatives and business process improvements, consider the feasibility of incorporating potential new efficiency and modernization items, and return to the Board of Supervisors with an updated IT Master Plan implementation strategy and cost analysis			Janelle	5	
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1	Directive Number	Date	Directive	Updates	Department	Assigned to	Priority Level	Status
34	D24	03-19-19 - BOS Directive	6b) The Board of Supervisors directs the Chief Executive Officer to produce monthly hiring reports, document the necessity of every open position prior to upcoming budget decisions, and provide a realistic projection of which positions will actually be filled in the coming fiscal year		EO	Heidi	5	
35	D25	03-26-19 - BOS Directive	5b) GENERAL CONSENSUS OF THE BOARD that the Measure B Committee shall present their budget for approval at a future Board of Supervisors meeting.			Lloyd	5	
36	D26	03-26-19 - BOS Directive	5c) GENERAL CONSENSUS OF THE BOARD prioritization of IT Master Plan line items and additions is hereby referred to the IT Ad Hoc committee.			Janelle	5	Ongoing
37	D28	03-26-19 - BOS Directive	5c) GENERAL CONSENSUS OF THE BOARD that Planning and Building Services staff shall create language that would continue to allow deviations to the 50 foot setback requirement through Compliance plans; delete directive regarding presentation of "special circumstances" fee waivers; and report how fees are developed at the April 23rd Fee Hearing. Additionally, staff is granted a one-year extension to amend Inland/Coastal Vacation Home Ordinance. However, once developed, language should include vacation home restrictions.			Brent	5	
38	D29	03-26-19 - BOS Directive	5f) GENERAL CONSENSUS OF THE BOARD that issue of additional IT staff is hereby referred to the IT Ad Hoc committee.			Janelle	5	
39	D30	04-17-17 - BOS Directive	GENERAL CONSENSUS OF THE BOARD directing staff to bring forward further discussion of possibilities or procedures to adopt a square footage allowance for coastal zone rather than 25 plants (not restricted to cultivation or nurseries).	10-26-18 Update: LACO is working on a draft Ordinance	PBS	Brent Schultz	5	IN PROCESS
40	D31	04-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall continue outreach to the City Councils to endorse the strategic action in Dr. Marbut's report, particularly prioritizing the needs throughout the County; providing meals prior to 9 am and after 5pm to avoid taking homeless away from programs that are helping; limiting it for three days; and for staff to provide a written report every two months; and an in-depth presentation to the Board of Supervisors every six months.	Partially complete	HHS	Tammy Moss Chandler	2	IN PROCESS
41	D32	04-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall evaluate the proposed IT upgrades for a cost savings analysis.	In process through IT Master Plan.	Executive Office	Janelle Rau		IN PROCESS
42	D33	04-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall develop property liquidation options for the Willits Justice Center and County Courthouse in Ukiah.	On Hold	Executive Office	Janelle Rau	5	ON HOLD
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1	Directive Number	Date	Directive	Updates	Department	Assigned to	Priority Level	Status
48	D36	04-24-18 - BOS Directive	Direction to staff to continue implementation of Marbut report in collaboration with our community partners.		HHSA	Tammy Moss Chandler	5	
49	D37	05-16-17 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to accept Planning and Building Services staff recommendation to create four sets of plans for Accessory Dwelling Units to be made available to the public, free of charge.	10-26-18 Update: Awaiting liability release language from County Counsel; 4-2-19 Brent: two accessory dwelling units are being planned by an architect. First draft documents will be reviewed by the PBS Director on April 2, 2019. Plans should be completed and ready to provide free of charge to the public within two months.	PBS & CoCo	Brent Schultz	5	IN PROCESS
50	D38	05-22-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to have a mid year update on Grand Jury Reports.		County Counsel	Katharine Elliott	5	
51	D40	05-23-17 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that Health and Human Services staff shall incorporate a rewards program to recognize high achieving employees with a monetary or other benefit to encourage people to make suggestions that allow the County to improve work and/or services.	Currently in Process. Tammy providing language:	HHSA	Tammy Moss Chandler	5	IN PROCESS
52	D41	06-19-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD for staff to schedule a future agenda item with respect to Mendocino County Resource Conservation Districts environmental mitigation and forest management plan obligation		PBS	Brent Schultz	5	
53	D42	07-11-17 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that Executive Office staff shall work with Information Services staff to develop an online presence that would provide County residents status as to road conditions/repair projects. Executive Office shall begin the process advice Department of Transportation staff when they are ready for Department of Transportation input.	6-11-18: Steve to follow up with Howard to confirm	DOT	Howard Dashiell	5	IN PROCESS
54	D44	08-07-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that the Board of Supervisors, as the Board of Directors of the Air Quality Management District, should take a proactive stance in distributing information to the public in respect to controlled burns, air quality, etc. during emergencies such as wildfires.	2/19: Per Barbara Moed process is in place	AQMD	Barbara Moed	5	IN PROCESS
55	D45	09-11-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD for staff to schedule a future agenda item to amend Business License Ordinance to include license exemption for "short term" events occurring on fairgrounds (short term shall be any event lasting less than 30 days) among other potential changes.	4-2-19: Per Michael Makdisi- Friday, April 5 last day of the initial comment period for Departments. Staff has met multiple times to discuss and develop changes to the ordinance based on Board Direction. Red lines to the ordinance are well on their way to completion. May 10 is the anticipated deadline for Departments to provide feedback on the red line. After comments are incorporated, we will prepare the documents needed to bring back the item to the Board.	CoCo	Kit Elliott	5	IN PROCESS
56	D46	09-25-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that Director of Transportation shall pursue grant options for fueling station at Little River Airport that would support EMS Services for the Mendocino Coast.		DOT	Howard Dashiell	5	
57	D48	12-04-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD for staff to prepare a future agenda item regarding full cost recovery related to County Fees.	Item was bumped from 1/22/19 BOS meeting. Update provided to the Board through CEO report on 2/5/19.	EO	Darcie Antle	5	IN PROCESS

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58	D49	12-11-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that that the CEO is authorized to work with interested parties regarding Solid Waste contract compliance issues and a potential site use Agreement for the Ukiah transfer station; and to work with those Supervisors most affected.		EO	Carmel	5	
59	D50	12-18-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD THAT staff should prepare a strategic planning item for early 2019 to help identify priorities/issues of new Board.		EO	Carmel	5	IN PROCESS
60	D51	04-09-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that Staff shall determine the last time the City of Willits made a payment to the County for the museum.		EO	Carmel		
61	D52	04-09-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that Executive Office Staff shall schedule an Economic Development Workshop. Supervisors McCowen and Williams shall work with staff to develop agenda.		EO	Carmel		
62	D53	04-16-19 - BOS Directive	5B) GENERAL CONSENSUS OF THE BOARD that staff shall present information concerning renewal of library sales tax and potential for a sales tax to support fire and EMS to the General Government Committee as part of the transportation sales tax item.					
63	D54	04-16-19 - BOS Directive	6B) BY ORDER OF THE CHAIR formation of a Climate Ad Hoc Committee consisting of Supervisor McCowen and Supervisor Williams.					
64	D56	04-23-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to include the Board of Supervisors on distribution of PBS agendas for Coastal Zoning Administrator, Planning Commission, etc.					
65	D60	05-07-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that Cannabis Program Updates shall be presented to the Board of Supervisors on an as needed basis.		PBS	Brent/Sean		ONGOING
66	D61	05-14-19 - BOS Directive	6a) Executive Office staff directed to notify MSWMA that the County contract for Solid Waste Director services will be cancelled effective July 1, 2019, with a request for waiver of the 90 day notice of termination period; and provide direction to staff regarding the future provision of solid waste contract monitoring and negotiation services.					
67	D62	5-14-19 - BOS Directive	6c) Air Pollution Control Officer is directed to work with fire agencies and community partners to identify barriers to fire fuel (vegetation) management and develop a plan to streamline AQMD processes that support vegetation management efforts; and further to investigate feasibility of implementing a unified application and payment model.					

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1	Directive Number	Date	Directive	Updates	Department	Assigned to	Priority Level	Status
68	D63	5-21-19 BOS Directive	6a) Directs Executive Office staff to notify MSWMA that the County contract for Solid Waste Director services will be canceled effective immediately, with a request for waiver of the 90 day notice of termination period.					
69	D64	5-21-19 BOS Directive	7a) (Convened as the Board of Directors of the Mendocino County Air Quality Management District) - Formation of an ad hoc committee consisting of Supervisors McCowen and Williams, to identify and reduce fire fuel management.					
70	D68	06-11-19 BOS Directive	5e) GENERAL CONSENSUS OF THE BOARD that Cannabis Tax Appeal Body shall be composed of Chief Executive Officer, or designee; Planning and Building Services Director or designee; and Agricultural Commissioner, or designee; Cultivators may appeal if they can demonstrate that they did not cultivate, or provide proof cultivation occurred at a different permit level; Appeal fee shall be determined by staff; and Penalties shall not be imposed until an appeal procedure has been established.	Fees forecasted for adoption on 8/20/19				Ongoing
71	D69	06-11-19 BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall review Nelson memo and consider suggested changes regarding time for appeal.		PBS	Brent Schultz		
72	D70	06-11-19 BOS Directive	BY ORDER OF THE CHAIR, County Counsel shall telephone the Attorney General regarding the previously requested Measure V legal opinion.		CoCo	Kit Elliott		
73	D71	07-09-19 BOS Directive	5a) BY ORDER OF THE CHAIR future IHSS presentations shall include current state-level budget information.		HHSA	Bekki Emery		

2018 COMPLETED DIRECTIVES

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2		01-02-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff research whether Solid Waste Hearing Body should remain an active assignment.	Solid Waste Hearing body no longer active.	EO	Steve Dunncliff	COMPLETE
3		01-09-18 - BOS Directive	BY ORDER OF THE CHAIR the Executive Office shall prepare a letter to the California State Contractor Licensing Board for Chair's signature regarding lack of attention to issues regarding unlicensed contractors working in Mendocino County.	4-16-18: Cass will f/u with Tammy.	Executive Office	Nash Gonzalez	COMPLETE
4	D6	02-05-19 - BOS Directive	Staff to develop a new Ordinance to prohibit the cultivation, processing and manufacturing of products, including cannabis and cannabis based products, from using genetic engineering techniques, whether intraspecies or interspecies, and present said ordinance to the Board at a future meeting date for discussion and consideration and to direct staff to bring back a moratorium at our next meeting	2/26/19: Adoption of Urgency Ordinance; Ordinance scheduled for first reading 4/9/19	CoCo	Matt	COMPLETE
5		01-09-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to activate Second Access Ad Hoc Committee and to appoint Supervisor Gjerde and Haschak to serve on Ad Hoc.		COB	Karla	COMPLETE
6		01-09-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to appoint two ad hoc committees: One on cultivation issues on current Ordinance consisting of Supervisor Haschak and McCowen; economic development/zoning consisting of Supervisor Williams and Gjerde.		COB	Karla	COMPLETE
7		01-09-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD THAT staff shall prepare an agenda item for the next Measure B committee meeting regarding recommendations for legal counsel.		EO		COMPLETE
8		01-22-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to modify the Legislative Platform regarding GMO's, adding, "advocate for local control over these issues"	GMO section removed based on board direction and local control section allows action.	EO	Sarah	COMPLETE
9		01-22-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that in respect to 2017 Fire Recovery Report, monthly written reports shall be submitted in lieu of standing agenda item.	In process	EO	Nash	COMPLETE
10		01-22-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to appoint two ad hoc committees: One on cultivation issues on current Ordinance consisting of Supervisor Haschak and McCowen; economic development/zoning consisting of Supervisor Williams and Gjerde.	Working with Supervisors, Ag, and PBS on Ad Hoc	BOS	Sarah	COMPLETE
11		02-05-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that Cannabis updates be provided to the Board at the first meeting of every month in lieu of every meeting.		AG	Harinder	COMPLETE
12	D10	02-26-19 - BOS Directive	5c) Refers back to EMCC to consider new options for membership based on today's discussion; particularly including representation from the Mendocino County Association of Fire Districts, potential for public representation, and greater balance between coastal and inland representation		HHSA		COMPLETE
13	D23	03-19-19 - BOS Directive	6d) The Board of Supervisors directs staff to schedule a subsequent workshop/presentation on April 2, 2019 April 16, 2019, on the formation and structure of the Climate Action Advisory Committee and to explore funding sources and initiate discussions with the Mendocino County Resource Conservation District regarding a contract for services to staff the Committee	3/26/19: Amendment of Master Meeting Calendar adding 4/16/19 meeting			COMPLETE
14	D27	03-26-19 - BOS Directive	5c) GENERAL CONSENSUS OF THE BOARD that 2019-20 funding priorities shall include creating operational efficiencies; fire recovery and resiliency; Cannabis Program sustainability; homelessness issues including implementation of the Marbut Report; emergency services and preparedness; emergency access routes and vegetation control; Climate Action Committee; Potter Valley Project; and salaries for County employees.	Budget hearings held June 4-5, 2019; budget adopted June 18, 2019.			COMPLETE
15		03-21-17 - BOS Directive	GENERAL CONSENSUS OF THE BOARD directing to staff that there shall be a standing agenda item on status of the development of overlay zones.	12-4-18 update: Contractor was selected, Michael Baker, In progress but will move slowly-4-6 months. May be several months to complete. Need to transfer \$142,000 from EO to PBS budget at Mid-Year adjustments; overlay development to be discussed at June 12, 2018 meeting.	Executive Office	Carmel Angelo	COMPLETE
16		03-21-17 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to provide direction to staff to terminate contract with SICPA pursuant to the contract as soon as we can legally do so	Terminated in January 2019.	EO	Sarah	COMPLETE
17		03-27-18 - BOS Directive	Direction to staff that Admin Center Roof and HVAC Replacement Project - South Wing item shall come back for further direction as part of the Capital Improvement Program		EO		COMPLETE
18		04-10-18 - BOS Directive	Direction to staff to evaluate cost saving alternatives with the Library staff and rebid the project (teen room and conference center remodel projects at Ukiah Library, bid number 03-18)		EO		COMPLETE

2018 COMPLETED DIRECTIVES

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19		04-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall evaluate the County's vehicle fleet condition prior to purchasing additional vehicles in Fiscal Year 2018-2019.	Done	Executive Office	Steve Dunncliff	COMPLETE
20		04-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall explore reducing sensitive receptor setback from 1000 square feet to 600 square feet (possible limitation of reduced setbacks pursuant to State law or regulation), Assistant County Counsel shall review issue further.	COMPLETE	PBS/CoCo	Christian Curtis	COMPLETE
21		04-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD staff shall review options for amending section 10A.17.090, paragraphs (j) and (w); to enable the County to issue a County permit if the applicant had only enrolled, or applied for, the requirements of those paragraphs.	COMPLETE	Ag	Harinder Grewal/Matt Kiedrowski	COMPLETE
22		04-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that one-time revenue shall be used for one-time expenses.	DONE	Executive Office	EO Budget Team	COMPLETE
23		04-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall develop options for an updated Emergency Medical Services (EMS) model.	EMS presented to the Board of Supervisors ; direction given to staff.	HHSA	Tammy Moss Chandler	COMPLETE
24		04-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall review County online payment fee structure.	In process through IT Master Plan.	TTC	Shari Schapmire	COMPLETE
25		04-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that any expenditure of Measure B Funds must be made pursuant to the approval of the Board of Supervisors, as outlined in the Measure B Ordinance.	Ongoing	BOS		COMPLETE
26		04-24-18 - BOS Directive	CONSENSUS OF THE BOARD that staff shall review 50 square foot property line setback and measuring this from any easement crossing private property, justification for measuring this setback from an easement; and options for adjusting accordingly.	10-26-18 Update: Ordinance is in process of preparation.	PBS/CoCo	Brent Schultz/Matt Kiedrowski	COMPLETE
27		04-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD staff shall review distribution and processing facilities Ordinance.	10-26-18 Update: Cannabis group is working on this.	PBS/CoCo	Brent Schultz/Matt Kiedrowski	COMPLETE
28		04-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall explore the use of interns and volunteers.	Using interns and volunteers when appropriate	Human Resources	Heidi Dunham	COMPLETE
29		05-08-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to schedule a special meeting on June 12, 2018.	Karla prepared an item to amend master meeting calendar for 5/22 meeting; Board approved amendment to calendar on 5/22.	COB	Karla Van Hagen	COMPLETE
30		05-08-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to have Cannabis Program Manager include a list of the eight Cannabis working groups along with a matrix for when the outstanding issues can be presented to the Board for consideration in his May 22, 2018 presentation.	Cannabis Program Manager to include this in his June 12, 2018, presentation to the Board	Cannabis Program	Harinder Grewal	COMPLETE
31		05-08-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to reduce setbacks to 600 feet for all permit types except cultivation and manufacturing of volatile material (which would remain at 1,000 feet).	Included in Cannabis Ordinance being presented to the BOS on 5/22/18	County Counsel	Matt Kiedrowski	COMPLETE
32		05-08-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to extend Temporary Cannabis Facility Business Licenses (CFBL) to December 31, 2018.	Included in Cannabis Ordinance being presented to the BOS on 5/22/18	County Counsel	Matt Kiedrowski	COMPLETE
33		05-08-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall generate a letter for Casey O'Neill (consistent with Board Direction) supporting any changes to Microbusiness types at the State level.		Executive Office	Sarah Dukett	COMPLETE
34		05-08-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall schedule a presentation of the Behavioral Health Advisory Board, including a review of their Bylaws, for the July 10, 2018, Board of Supervisors meeting.	Forecasted for July 10, 2018	HHSA		COMPLETE
35		05-08-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that fiscal year 2018-19 funding for the Stepping Up Initiative be discussed during the June 6, 2018, Budget Hearing.	Funding discussed during budget hearing	HHSA	Janelle Rau	COMPLETE
36		05-08-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to approve legislative letter regarding 340B Drug Discount Program as described by Ms. Dukett; and authorizes Chair to sign same.		Executive Office	Sarah Dukett	COMPLETE
37		05-22-18 - BOS Directive	BY ORDER OF THE CHAIR Supervisors Brown and Croskeyare appointed to an Ad Hoc Committee regarding responses to the 2017-18 Grand Jury reports.	Ad Hoc Committee Index updated 5/23	Executive Office	Board Directive	COMPLETE
38	D34	04-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall investigate section 10A.17.040 and issue of plants not being visible from a public right of way, including whether this included being seen from a road with broad vantage points on a ridgeline. Options for changes were requested, which may include whether this requirement is only appropriate for suburban locations.	Board direction given on November 16, 2018 BOS meeting. Will be part of the 2019 10A. 17 amendments.	PBS/CoCo	Board Directive	COMPLETE
39		06-05-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that the Sheriff and the Chief Executive Officer to meet today (June 5, 2018) to discuss Sheriff's Office target of \$300,000 for overtime budgetary needs; and report back to the Board of Supervisors on June 6, 2018.	Included in 6/6/18 budget discussion	Executive Office	Board Directive	COMPLETE
40		06-05-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that it is in favor of moving forward with Microbusiness amendments.		CoCo	Carmel Angelo/ Sarah Dukett/Steve Dunncliff	COMPLETE

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41		06-06-17 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that the Health and Human Services Agency shall issue two Request for Proposals (RFP). One RFP for Dispatch Services and the second for Exclusive Operating Ara for Ambulance Services.	No EOA RFP. EOA RFP completed.	HHSA	Janelle Rau	COMPLETE
42		06-12-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that there should be greater staff participation in Working Groups. Executive Office will return with a plan for working groups – starting with status of current groups of Track and Trace; State Requirements; Building Use Requirements; and Overlay.	Reported out on 8/7/18. Board closed out building use and overlay (following ordinance adoption). Brought on non-cultivation.	EO		COMPLETE
43		06-19-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall work with Museum Advisory Board to prepare them for upcoming year in respect to roles, responsibilities, and expectations.		CSA	Karen	COMPLETE
44		06-19-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that the remaining Round Valley Advanced Life Support funds be used toward purchasing an ambulance.		HHSA		COMPLETE
45		07-10-17 - Committee Directive	See GG Referral - 1. General consensus of the General Government Committee that the Chief Executive Officer shall consult with with legal counsel regarding issues related to County compliance with retirement laws when approving salary increases for County employees and provide information to the General Government Committee at their September 25, 2017, meeting.		Executive Office	Carmel Angelo	COMPLETE
46		07-10-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that the County shall defer any further discussion regarding a hiring freeze until the first quarter budget report	No further discussion			COMPLETE
47	D43	07-24-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to have the 1915 World's Fair paintings that are currently being displayed at the museum placed in Chambers, once the museum has concluded that exhibit.	02/18/19: Museum director has been contacted; will coordinate transfer of display. 4/2/19: Karen Mattson took measurements in Chambers and will coordinate with Supervisor Gjerde on possible options in terms of which pieces will fit on which walls. 7/17/19: Paintings being installed on 7/19/19	Museum		COMPLETE
48		07-31-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that letters of commendation shall be sent by the Board of Supervisors to all County employees who responded to calls to assist in the Emergency Operations Center during the Mendocino Complex Fire. Additionally, letters will be sent by the Chief Executive Officer to all employees who did not respond to the request for assistance.	COMPLETE	Executive Office	Carmel Angelo	COMPLETE
49		08-07-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD for Executive Office staff to bring back the Track and Trace working group after a two-month break and close out Building Use and Overlay working groups. Planning and Building Services staff shall prepare an item for a future Board of Supervisors meeting regarding the issue of F1 vs. U occupancy. Executive Office staff shall prepare a letter regarding State Regulations for approval at the August 21, 2018, Board of Supervisors meeting. Planning and Building Services staff shall remove "Cannabis" from prior planning records. All staff working on Cannabis regulations shall seek to improve communications for better information sharing. Executive Office staff shall establish a non-cultivation working group. Executive Office staff shall notify the Board of Supervisors of dates and times of upcoming working group meetings (which they may join meeting on an informal basis, if desired). No working group members shall be assigned to the Cannabis Ad Hoc Committee at this time. Planning and Building Services staff shall send and obtain results of anonymous secret ballot (sent to property owners regarding their desire to be in overlay/opt-out areas) prior to the overlay Ordinance being presented at the Planning Commission meeting; and Supervisors will have opportunity to review results of said ballot and provide input for consideration prior to the Planning Commission meeting.	All items complete.	Executive Office/PBS	Board Directive	COMPLETE
50		08-07-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that the Board of Supervisors, as the Board of Directors of the Air Quality Management District, should take a proactive stance in distributing information to the public in respect to controlled burns, air quality, etc. during emergencies such as wildfires	COMPLETE	BOS	Janelle Rau	COMPLETE
51		08-07-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall present an item to the Board of Supervisors regarding how disaster funding and private donations are being distributed to fire survivors.		Executive Office/Disaster Recovery	Carmel Angelo	COMPLETE
52		08-21-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall schedule a future Board of Supervisors agenda item regarding funding for second access/defensible space to obtain greater protection for communities in emergency situations		DOT	Howard Dashiell	COMPLETE

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53		08-21-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that County budget information with metrics and departmental reporting information shall be placed on County's public website and updated monthly to include staffing, efficiencies, grant funding opportunities, and other relevant metrics, with a starting target date of October, 2018.	2/10/19 In progress. OpenGov software has been reviewed for functionality, transparency, metric/dashboard reporting, and stories. Ten years of budget to actuals have been loaded into the system. All 18/19 monthly budget to actuals have been uploaded through December 2018. Mid year. Metric and dahsboards are being created and held internally while under review for QC. The cannabis team is working with OpenGov to create our first story. Should be done by March 1, 2019.	EO	Darcie Antle/ Janelle Rau	COMPLETE
54		08-21-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that the Board Chair is authorized to send a letter to the City of Willits responding to their Howard Hospital Resolution and expressing why we are not directly answering questions raised in their Resolution, as 1). There is no project at this time; and 2) We are not yet certain which issues will need to be addressed.		BOS		COMPLETE
55		08-21-18 - BOS Directive	Directing HHSA to return to the BOS for a presentation and approval of a plan for the use of the resulting allocated funds prior to disbursement. <i>(Agenda Item 4k - Adoption of Resolution Authorizing Mendocino County's Participation in the One Time Homeless Mentally Ill Outreach and Treatment Funding Opportunity that will Allocate \$200,000 to Mendocino County to Treat Persons with Severe Mental Illness who are also Homeless in Fiscal Year 2018 19)</i>				COMPLETE
56		09-11-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall work with Supervisor Croskey to bring information regarding overlay Ordinance to the LMAC meeting; Supervisor Gjerde to work with staff to hold another public meeting on the coast. The overlay consultants should not attend either meeting.		BOS		COMPLETE
57		10-06-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that Human Resources staff shall to schedule a presentation to the Board regarding salary study results prior to onset of labor negotiations; and amend Koff and Associates Agreement to include "total compensation."	Presented to the Board on 10/16/18	HR	Heidi Dunham	COMPLETE
58		10-06-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that the Behavioral Health Advisory Board shall provide their recommendations regarding the Kemper Report to the Board of Supervisors.		HHSA	Tammy Moss Chandler	COMPLETE
59		10-06-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD for staff to include Western Hills Project in future Fire Recovery Updates when there is new information to report.		EO	Nash Gonzalez and Steve Dunncliff	COMPLETE
60		10-06-18 - BOS Directive	Approves the creation of three Mendocino County EMS positions to support EMS services, including an EMS Administrator, EMS Specialist and EMS Medical Director (part time), but do not yet fill positions pending further board direction				COMPLETE
61		10-06-18 - BOS Directive	Directs staff to work with the Clerk of the Board to establish EMCC Committee membership application processes and other procedures as needed.				COMPLETE
62		10-16-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD for Executive Office staff to coordinate with DOT and our contracted grantwriter who could assist with this project; and grant writer outreach to CALFIRE, et. al. Former Ad Hoc members participating in collaborative process. <i>Agenda Item 5c) Discussion and Possible Action to Disband the Ad Hoc Committee Appointed to Discuss Issues Related to Second Access Roads Within the County; and Provide Direction to Staff to Partner with Mendocino Council of Governments (MCOG) for Submission of CalTrans Adaptation Planning Grant Application</i>	Done. Submitted through MCOG. LACO assisted under County direction and contract.			COMPLETE
63		10-16-18 - BOS Directive	Directs that the Chief Executive Officer and Auditor Controller pay for the legal fees for services related to IWPC regarding investigation and negotiation for potential acquisition of the Potter Valley Project through the Miscellaneous Budget Unit and return the \$20,000 to the Miscellaneous Budget Unit from the Fiscal Year 2017 18 Fund Balance during the First Quarter Budget Report	Invoice has been paid in FY 18/19.			COMPLETE
64		10-24-17 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that in respect to previous direction to outreach to cities, etc. - Staff should also include conversation with various Water Districts regarding water use/ potential penalties for those housing fire victims.		Executive Office	Sarah Dukett	COMPLETE
65		10-24-17 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that the Recovery Task Force shall hold monthly community meetings for the public to address their issues/concerns which should, if possible, include CAL OES and FEMA.	10 community meetings were held by the Disaster Recovery team in the months following the Redwood Complex Fire in October 2017. All meetings had support and attendance from FEMA, CAL OES, USACE, and other State and Federal partners as well as elected officials.	Executive Office	Tammy Moss Chandler	COMPLETE

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66		11-06-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to accept IT master plan and also direct that executive office explore opportunities for a timely peer review of the plan (simultaneous process).				COMPLETE
67		11-13-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD for Agricultural Commissioner to include permit types in reports to the Board.	Included in commissioner's report during cannabis items	Ag	Sarah/Harinder	COMPLETE
68		11-13-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall return the Retirement Administrator Proposed Agreement to the Mendocino County Employees (MCERA) Retirement Association Board to be restructured. Revised Agreement should include a maximum of 3 months (preferably 2 months) of severance pay (should match existing DH severance - to be verified by County HR); existing \$6,000 housing allowance should be rolled into longevity bonus. Revised Agreement should be effective January 1, 2019, (thereby removing 3% increase on January 1, 2019). MCERA Board to provide salary comparables when this item returns to the Board.	ITEM ON 12/18/18 BOS AGENDA	MCERA	Carmel/James Willbanks	COMPLETE
69		11-13-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD for staff to prepare an item for the December 18, 2018, meeting regarding the roof repair Capital Improvement Project	ITEM ON 12/18/18 BOS AGENDA	EO	Steve Dunicliff	COMPLETE
70		11-13-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that Planning and Building Services staff shall add the following to their list of priorities: Fire recovery permits; job creation; Cannabis Cultivation facilities; and updating housing element (with an emphasis on eliminating barriers to affordable housing).		PBS	Steve/ Brent	COMPLETE
71		11-16-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall prepare a future item on how Cannabis cultivation administrative permits are administered, and consideration of greater distances between setbacks.		CoCo/PBS		COMPLETE
72		12-04-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall provide a brief update regarding CCA at the December 11, 2018 Board of Supervisors meeting.	On 12/11/18 BOS Agenda	Ag/EO	Sarah Dukett	COMPLETE
73		12-11-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall bring forward an item in January, 2019, regarding CCA		EO/TTC	Shari/ Sarah	COMPLETE
74		12-11-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff shall provide an update regarding building related issues, as they apply to the Cannabis program.		PBS	Brent	COMPLETE
75		12-18-19 - BOS Directive	Staff directed to notify all affected landowners of final decision of establishment of shorter Williamson Act Contracts for Calendar year 2019, and the right to prevent the reduction in term by serving notice of non renewal.		ACR/AG		COMPLETE
76		12-18-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that Staff shall move forward with Capital Improvement Project priorities as follows: Main jail, EOC, and Admin Center. Future item come back to withdraw at least \$1M from Reserves, and possible reconfiguration of Phase 2 & 3. (True up to occur during mid year or end of year budget).				COMPLETE
77		12-18-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that this item is returned to staff for further clarification regarding the County's tax liability. (Agenda Item 4K) Funding Agreement with the Pacific Forest and Watershed Lands Stewardship Council in the Amount of \$442,564 to Implement a Tax Neutrality Requirement)				COMPLETE
78	D5	02-05-19 - BOS Directive	Staff is directed to research the feasibility of reactivating CSA 3 and to provide letter signed by the Chair to the State Controller and/or LAFCO asking for a delay while the Board determines options		CoCo	Christian Curtis	COMPLETE
79	D18	03-12-19 - BOS Directive	5h) GENERAL CONSENSUS OF THE BOARD that the Measure B committee is encouraged to review and prioritize the Kemper Report recommendations.	3/27/19 Directive to be presented to Committee	EO		COMPLETE
80	D55	04-16-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that the initial terms of the Climate Action Advisory Committee shall be 1, 2, and 3 years, with each Supervisor determining which of their district appointees shall receive the 1, 2, or 3 year term. Thereafter each term shall be three years.	Climate Action Committee Resolution adopted 7/6/19			COMPLETE
81	D59	04-23-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that Supervisors Williams and Gjerde provide an item regarding offshore oil drilling for the May 7, 2019 meeting.				COMPLETE
82	D39	05-22-18 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that Planning and Building Services shall present an agenda item regarding "Special Circumstance" fee waivers at a future Board of Supervisors meeting		PBS	Brent Schultz	COMPLETE
83	D57	04-23-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD for staff to provide a letter of support for Quagga and Zebra muscle grant funding				COMPLETE
84	D58	04-23-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD to provide a letter of opposition regarding AB 1366.				COMPLETE
85		03-12-19 BOS Directive	5h) BY ORDER OF THE CHAIR the issue of having County Employees serve on Boards and Commissions is hereby referred to the Director of Human Resources.	Heidi provided an update to the Board on March 26, 2019	Human Resources	Heidi Dunham	COMPLETE
86		12-5-17 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that the Measure B Oversight Committee shall provide regular reports to the Board of Supervisors.	Ongoing	Executive Office	Carmel Angelo	COMPLETE

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87		02-05-19 - BOS Directive	GENERAL CONSENSUS OF THE BOARD that staff SHALL prepare an item regarding Hemp moratorium for the February 26, 2019, Board of Supervisors meeting.	Scheduled for 2/26/19	CoCo	Matt Kiedrowski	COMPLETE
88	D65	06-04-19 BOS Directive	GENERAL CONSENSUS OF THE BOARD for the Chief Executive Officer to present an item at the July 18, 2019, Board of Supervisors meeting regarding a July 5, 2019, optional Holiday for employees.	Item was approved by the Board on July 18, 2019			COMPLETE
89	D71	06-19-19 BOS Directive	7a) Upon motion by Supervisor Williams, seconded by Supervisor McCowen, IT IS ORDERED that the Board of Supervisors directs staff to return with a new Agreement, to be presented on the consent calendar, at an amount of \$250 an hour, no minimum charge, with all other conditions remaining the same.	Item was approved by the Board on July 9, 2019	AQMD	Barbara	COMPLETE
90	D67	06-05-19 BOS Directive	5a) Upon motion by Supervisor Gjerde, seconded by Supervisor Haschak, IT IS ORDERED that the Board of Supervisors approves the FY 2019-20 Mendocino County Proposed Budget including all CEO recommendations, funding all items listed on Attachment 1 (attached) as presented as an amendment to the proposed budget (funding \$7,500 for the Climate Action Committee); institutes a hiring freeze; and directs the Auditor-Controller to prepare the required documents for adoption of the FY 2019-20 Final Budget on June 18, 2019.		EO/AUDITOR		COMPLETE