



The CEO Report

October 26, 2021

Human Resources Update

Inside This Issue

- 1-5 Human Resources Update
- 6 Social Services Update
- 6 Agriculture Update
- 6 Transportation Update
- 6 Facilities and Fleet &
Central Services Update
- 7 CEO Fiscal Team Update
- 7 Budget Report Update
- 8 Information Services Division
Update
- 8 Prevention, Recovery,
Resilience and Mitigation
Update
- 9 Air Quality Management
District
- 9 Code Enforcement Update
- 9 Board of Supervisors
Directives Update
- 9 Behavioral Health
Recovery Services Update
- 10-11 Cultural Services Agency
Update
- 12 Animal Care Services
- 13 Update Upcoming Meetings
and Dates of Interest
- 13 Boards and Commissions
Attachments

WELLNESS PROGRAM

2021 WELLNESS INCENTIVE PROGRAM – The Deadline is November 15th!

Participate in healthy behaviors and earn **48,000 points by November 15th** to earn \$500 off your 2022 health plan premiums! Over 600 employees are currently participating in the Incentive Program, but there is still time to rack up points.

This year's required activities include a Biometric Health Screening (20,000 pts) and completing the online Health Risk Assessment (20,000 pts). Employees then have a range of activities to choose from to earn their remaining 8,000 points.

Visit MCWOW online for more details: <https://www.mendocinocounty.org/government/human-resources/employee-health-insurance/employee-wellness-program-mcwow/wellness-incentive-program>

Biometric Health Screenings

If you missed the on-site Biometric Screening events this year, you can still have a wellness exam/biometric screening performed with your Physician to learn vital information about your overall health. Screenings are a required activity for the Incentive program and are also worth 20,000 incentive points! Download your Physician Screening form by logging in to <https://join.virginpulse.com/mcwow>. Visit the [Benefits page](#), and choose the option to "Request Physician Screening Form".

2021 Flu Shots

The flu season is just around the corner. Getting your flu shot this year is just as important as ever, and one of the most important things you can do for your health and others' – especially as we continue to deal with the recent surge of the COVID-19 pandemic.

MCWOW will be offering several FREE onsite flu shot clinics during the month of October at a location near you. To schedule your onsite appointment please use log in into your VirginPulse account here: https://app.member.virginpulse.com/?redirect_fragment=%2Fhome#/benefits/programs/17986.

Flu Shots are worth 2,000 incentive points for those participating in the 2021 Wellness Incentive Program.

Please note: If you are enrolled on the County health plan, you may also choose to have your free flu shot performed at a pharmacy free.

Human Resources Update Continued

Earn 2,000 Incentive Points with a COVID-19 Vaccination

MCWOW has received many inquiries about whether employees could earn incentive points for a COVID-19 vaccination similar to what is offered for a flu shot vaccination. After some thought and work with our vendor Virgin Pulse, we can now offer an additional 2,000 incentive points if you have had your COVID-19 vaccination during the 2021 calendar year.

Request your COVID-19 Vaccination Points Voucher here:

<https://forms.gle/2LomPjppNdYRH4yb9>

***Please note: Participation in this voluntary voucher program has no relation to, and does not satisfy state or local vaccination mandates within the workplace.*

WORKFORCE DEVELOPMENT PROGRAM

ON-DEMAND LEADERSHIP COURSES

Human Resources now offers a variety of on-demand courses to assist supervisors and managers with the improvement of their leadership skills. Now you can enhance your skills at a time convenient for you!

Click here to view the further details on each course: [https://](https://www.mendocinocounty.org/home/showpublisheddocument/39906/637459621909530000)

[www.mendocinocounty.org/home/](https://www.mendocinocounty.org/home/showpublisheddocument/39906/637459621909530000)

[showpublisheddocument/39906/637459621909530000](https://www.mendocinocounty.org/home/showpublisheddocument/39906/637459621909530000)

Leadership Skills

- Transition to Leadership
- Developing Your Leadership Style
- Leadership Essentials Series
- The Work of Leaders
 - o Focus on Behavior
 - o Enhance Self Esteem
 - o Encourage Participation
 - o Lead Effective Meetings
- 21st Century Leadership Series
 - o Leadership Challenges
 - o Corporate Culture Changes
 - o Keeping Employees Energized
 - o Knowledge Management
 - o Elements of Change
 - o Leadership Dynamics
- Smart Leadership Series
 - o What Leaders Do
 - o Model the Way
 - o Inspire Shared Vision
 - o Challenge the Process
 - o Enable Others to Act
 - o Encourage the Heart
- Management 101 Series
 - o Introduction
 - o Leading and Communicating as a Manager
 - o Making an Impact as a Manager
 - o Taking Control as a Manager

Communication Skills

- Communication Essentials Series
 - o Empowering Leadership
 - o Craft Clear and Concise Messages
 - o Team Member Messages
 - o Listening
 - o Non-Verbal Behavior

Generations in the Workplace

- Workforce Generations
- Cross Generational Teams
- Leading Silents and Boomers
- Multi-Generational Leadership (Gen X and Next)
- Managing Generation X
- Managing a Millennial
- Developing Generations

Coaching and Mentoring Skills

- Key Skills for Managing and Coaching Your Team
- Mentoring that Matters
- Building Leadership Capacity
- Methods for Motivating and Mentoring Your Team
- Motivating Employees
- Rewarding Peak Performers
- Coaching for Better Performance
- Coaching with Confidence
- Creating a Code of Conduct
- Execution Strategies
 - o Feedback and Counseling
 - o Disciplining Problem Performance



For more information, visit:

<https://www.mendocinocounty.org/government/human-resources/employee-health-insurance/employee-wellness-program-mcowow/wellness-classes>

Human Resources Update Continued

- Advanced Management Skills
- An Effective Leader's Guide to Time Management
- Interviewing and Hiring for Supervisors
- A Leader's Guide to Decision Making
- Inspiring Excellence
- Turning Ideas into Actions
- Effective Delegation Overview

Employee Performance

- Employee Discipline
- Appraising Performance
- The Power of Performance Feedback
- Providing Verbal Performance Feedback
- Providing Written Performance Feedback
- Developing Performance Goals and Standards: The Value of Planning
- Performance Management Series
 - o Preventing Problems
 - o Identifying Problems and Causes

- Effective Discipline Series
 - o Taking Disciplinary Action
 - o The Process and Documentation
- Giving Feedback That Gets Results
- Developing Performance Goals: Creating Performance Standards
- Managing Complaints: The Difficulties
- Managing Complaints Using Active Listening
- Anger, Violence and Conflict in the Workplace
- Negativity in the Workplace
- Fundamentals of Business Crisis Management

To sign up, log in to [Target Solutions](#) with your County email address and password. Click on "Self Assign" and then select the course(s) you would like to complete. (If you have forgotten your password, enter your email address to reset your password.)

LEADERSHIP INITIATIVE

HIGH PERFORMANCE ORGANIZATION (HPO) TRAINING

High Performing Organizations experience highly satisfied customers, employees who want to remain on the team, higher employee engagement and morale, and a culture that hinges upon mutual respect, empowerment, accountability, and shared success. They also see better financial results than their peers over time. In this FREE training you will learn how to identify HPO practices and will learn how you can incorporate them in your teams, divisions, units, and departments, regardless of your title or position. You will also improve your emotional intelligence skills by learning about the various DiSC personality styles.

The next training is being offered from 8:15am-5:00pm on December 8th or 9th via ZOOM. Click on the following link to reserve your space: <https://docs.google.com/forms/d/e/1FAIpQLSfaCID9GzbSWPeGnzXRLAzcwAeBXveFAY230AAMGZNWzPSdw/viewform>

All participants will also receive a free book and DiSC personality assessment as part of the training. DiSC provides tips and strategies to adapt our approaches as we work with others, in different situations, making us more emotionally intelligent and effective in working with others.

*This training also satisfies the Supervisor/Management Academy "HPO Training" requirement.



For more information, visit:
www.mendocinocounty.org/community/mendocino-strong

Past HPO Testimonials:

"One of the best trainings I have attended since I began working here!"

"Great class with a lot of helpful and useful information. I am looking forward to better understanding my employees and how they function."

"Always an excellent topic. I have taken this training before, yet still held my interest all day. A good refresher and reminder of important tools."

"I recommended it to coworkers prior to taking it myself and can now be even more enthusiastic about it."

"I feel like the entire organization needs this, including all line staff. This will help overall."

"It's a modern approach to leadership and will hopefully improve the organization."

"I like that it was our coworkers who led, and are deeply committed to leadership, skills development and HPO."

"I felt the material was valuable, pertinent and stimulating."

**EMPLOYEE RECOGNITION PROGRAM**

The County of Mendocino recognizes the importance of motivating and rewarding employees. Employee appreciation is a fundamental human need. When employees feel appreciated and recognized for their individual contributions they will be more connected to their work, their team and our organization as a whole. When employees feel valued, they're more engaged, motivated and likely to go the extra mile in their work. The Leadership Initiative's Employee Engagement Work team developed a County-wide Employee Recognition Program to facilitate recognition in our organization.

Formal Recognition Program for Supervisors/Managers

Supervisors and Managers can click on the following link to nominate staff for one of 5 awards (Team Player, Customer Service, Leadership at All Levels, Innovation, Excellence). <https://goo.gl/forms/tcghlUTAKnFxNWny2>

Peer to Peer Recognition Resources

Recognition from immediate managers is key—but so is recognition from peers and coworkers. The Engagement Team provides additional resources to foster recognition and appreciation amongst co-workers.

VISIT US ONLINE FOR MORE INFORMATION:

<https://www.mendocinocounty.org/government/human-resources/leadership-initiative/leadership-initiative-project-teams/employee-engagement/employee-recognition>

Questions? Contact employee_engagement@mendocinocounty.org



COUNTY-WIDE EMPLOYEE HALLOWEEN COSTUME CONTEST

As the weather turns cooler and the promise of rain sneaks into the forecast, our attention once again turns to everyone's favorite sugary costume-fest, Halloween! This year, the Mendocino County Employee Engagement Team is sponsoring a Halloween costume contest to help everyone get into the spooky spirit, and we want you to join in! Show us your best costume; store-bought or bespoke, classic or modern, pop-culture or literary. Whatever piques your interest (as long as it's work appropriate).

Since Halloween is on a Sunday this year, we'll wear our costumes to work on October 28th or 29th. Take a photo of yourself with the costume on at work (wherever that may be), and email it to employee_engagement@mendocinocounty.org by the end of the day on Friday, October 29th. All submissions will be posted on the contest webpage, and voted on by the viewers. Voting will take place Monday November 1st and Tuesday the 2nd and will stay open until 5pm on Tuesday the 2nd. Log in and vote for all your favorites! Prizes will be awarded to the top 10 best costumes on Wednesday, the 3rd.

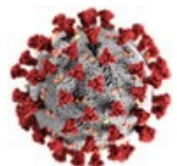
So bring on those monsters and Mandalorians, and let's get spooky!

From a work computer, click on the following link for the Contest webpage:
<http://hr.mendocino.gov/halloween-costume-contest/?contest=gallery>

Click here to download the flyer: <https://www.mendocinocounty.org/home/showpublisheddocument/46044/637689622935079912>

COVID-19 Response and Statistics:

Supplemental Paid Sick Leave (SPSL), was mandated by the State of California, which provided up to 80 hours of leave to County employees unable to work due to certain COVID-19 related reasons, including symptoms for themselves or for family members, attending vaccine appointments, vaccine-related symptoms and school or child care closures. County employees have used the following SPSL since the availability of the program on March 28, 2021, including retro requests that date back to January 1, 2021. This program ended September 30, 2021.



SPSL for Employee Use Only:

- 104 employees have requested

SPSL for Family Members:

- 26 employees have requested

SPSL for Vaccine and Related Symptoms:

- 63 employees have requested

Combination of COVID-related and Vaccine-related:

- 4 employees have requested

For more information, visit the County's COVID-19 website at www.mendocinocounty.org/community/novel-coronavirus

Social Services of HHSa Update

The Social Services Department submits the attached status report, as Attachment 3, to update the Board of Supervisors on the services being provided by Social Services department.



For more information, visit:
www.mendocinocounty.org/government/health-human-services-agency

Agriculture Update

Even though the Department of Agriculture building is still closed to the public, we are handling business at the front door on Bush Street. Please remember to come in before spring to have your Operator ID's or Restricted Materials Permits updated.

There is USDA Farm Service Agency funding for beekeepers, fish farmers, and livestock ranchers to assist with the cost of bringing water in for their livestock.

The hemp pilot program came to an end for this year. The one cultivator in the program was able to overcome a variety of hurdles and managed to harvest the first legally produced hemp in Mendocino. Though the hemp pilot program can be considered a success, it is yet to be seen if hemp will ever be a commercially viable crop in the County.

The Gorse project started on the coast in early September. This project utilizes integrated pest management methods that have worked on other projects and properties. The heavy equipment work started September 13th, in preparation for composting and reseeded efforts.

The Agriculture Department is still struggling with needing a new weight truck. The crane on the Ford F 350 was repaired and the department was able to inspect the platform scales prior to harvest. A contract was set up with nearby service agent and weight truck to inspect the vehicle scales. All vehicle scales have been tested and sealed for the year. The department is wrapping up retail petroleum meters.

The EGVM trapping program is finished for the season and all of the traps have been pulled and inspected. Invasive Shot Hole Borer traps are being collected and inspected. Fruit fly, Japanese Beetle, Grapevine Mealy Bug and Brown Marmorated Stinkbug (BMSB) traps are still active. We are continuing to collect large numbers of Bagrada Bugs on the BMSB traps across the county. In recent weeks, we have collected specimens at various new locations and The UC extension has observed them on wild mustard plants.

Transportation Update

The Department of Transportation submits the attached status report, as Attachment 4, to update the Board of Supervisors on the services being provided by the Department.



Facilities and Fleet & Central Services Update

The County of Mendocino Facilities and Fleet & Central Services divisions submits the attached monthly report-out, as Attachment 5, to update the Board of Supervisors on the services being provided by the divisions.

For more information, visit:
<https://www.mendocinocounty.org/government/mendocino-county-water-agency/drought-water-conservationagency/behavioral-health-and-recovery-services>



For more information, visit:

<https://www.mendocinocounty.org/government/executive-office/past-county-budgets>

CEO Fiscal Team Update

The Executive Office Fiscal Team has been working to complete the Fiscal Year 2021-22 Budget Book for publication, providing analytical assistance to General Services as they transition to an independent department, and reaching out to other departments to determine what efficiencies can be gained by using the Fiscal Teams expertise in processing of Accounts Payable, and Payroll entry services. The Fiscal Team has also been continuing to provide trainings to departments on various subjects and systems. The focus and agenda for the various trainings rely on input from County staff. There was a training held on September 23rd for the County's contract management system, Cobblestone, with an increased focus on how to utilize task management in the system as well as a training held on October 7th which focused on the pending requirements of the GASB-87 regarding leases, sponsored by the Auditor-Controller's Office.

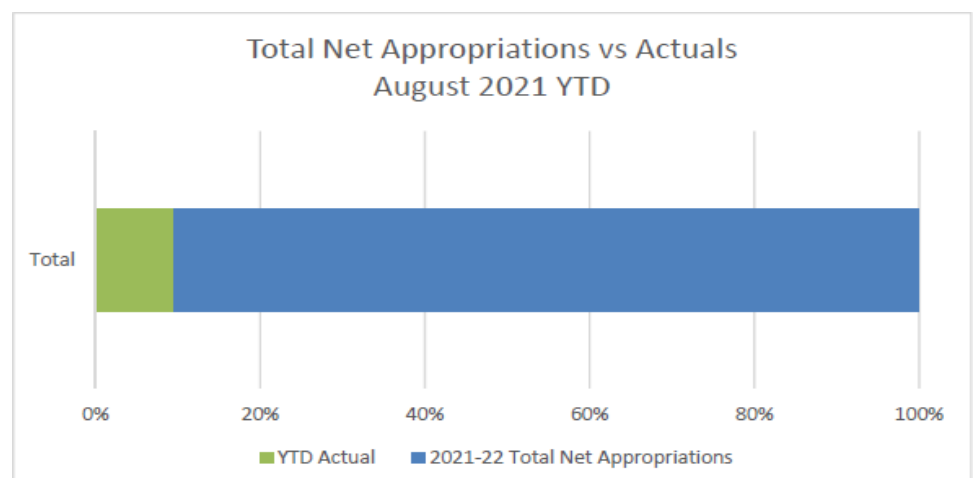
Budget Report Update

The month of September and the first part of October have been busy for all departments ensuring activities related to Fiscal Year 20-21 and year-to-date activities for Fiscal Year 21-22, have been entered into Munis. The Auditor-Controller closed Fiscal Year 20-21 on September 27th, closed July 2021 on October 8th, closed August 2021 on October 12th, and closed September 2021 on October 15th. The Fiscal Team along with the Auditor-Controller will be meeting the last week of October to review 1st Quarter results for Fiscal Year 21-22. The 1st Quarter results will be presented to the Board during the November 16th Board of Supervisor's Meeting. The Fiscal Year 21-22 year-to-date activity through August is presented below. The recap describes, by department, the total net appropriations, total net county cost (NCC), the percentage of NCC compared to the total net appropriations, year-to-date actuals, the total net appropriations remaining, and the percentage of total net appropriations that have been used. Please note this does not represent a complete picture as there is a lag time, for inter-departmental billing/ collections, and excludes revenue due to revenues typically being down annually or quarterly. Additionally, the recap does not present each department's projected outcome, as this is only captured during 1st Quarter, mid-year, and 3rd Quarter presentations. Attachment 6 shows the FY 2021-22 Total Net Appropriations vs YTD August Actuals.



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/>



Information Services Update

The County of Mendocino Information Services divisions submits the attached monthly report-out, as Attachment 7 to update the Board of Supervisors on the services being provided by the divisions.



<https://www.mendocinocounty.org/home>

Prevention, Recovery, Resiliency and Mitigation Update

DISASTER RECOVERY

2021 Hopkins Fire

The Prevention, Recovery, Resiliency, and Mitigation (PRRM) team hosted a Local Assistance Center (LAC) for Hopkins Fire Survivors on October 7th, 2021 at the Behavioral Health Training Center at 8207 East Road, Redwood Valley, CA 95470 from 1-6 PM. The LAC was a multi agency event with representatives from over 20 county departments, state agencies, community partners, and local non-profits. The LAC registered 34 impacted households, of which 20 were homeowners and 14 were renters. Twenty-two of the attending households had some level of insurance, but many were under insured.

On September 29th, PRRM, LACO Associates, and the CalOES Watershed and Debris Flow Task Force visited the Hopkins burn scar to conduct a preliminary assessment of potential hazards. The assessment identified several areas of concern regarding potential debris flows, slope instability, and watershed contamination. In the absence of a state disaster declaration, CalOES is currently providing technical assistance only. LACO Associates is continuing work on a geo assessment for the Hopkins Fire into October with additional site visits currently scheduled for October 13-15th.

On October 14th, PRRM, CalOES, and the Small Business Administration (SBA) will be conducting preliminary damage assessments of Hopkins Fire impacted properties. These assessments will be vital in determining whether an SBA disaster declaration and assistance will be forthcoming.

Additional request for state assistance with watershed protection, debris removal, and household hazardous waste removal have been submitted and remain pending.



For more information, visit: <https://www.mendocinocounty.org/government/executive-office/prevention-recovery-resiliency-mitigation/hopkins-fire>

Air Quality Management District Update

The Air Quality Management District (AQMD) submits the attached status report, as Attachment 8, to update the Board of Supervisors on the services being provided by the AQMD.

Code Enforcement Update

Code Enforcement has been continuously working on the Enhanced Cannabis Enforcement Plan implementation and Code Enforcement reorganization as directed by the Board of Supervisors. Since the direction was given on 5/11/21, Code Enforcement has hired and trained an Administrative Assistant and Staff Assistant III. Code Enforcement hired three entry level Code Enforcement Officers on 9/20/21.

The Planning and Building Services Department brought an agenda item for an update to the position allocation table for Board consideration on September 14, 2021 and thereby created the divisional structure outlined in the Code Enforcement reorganization plan, as directed by the Board, by adding new classification positions of Code Enforcement Division Manager, Code Enforcement Supervisor, and re-configuration of the Code Enforcement Officer II (journey level) and Code Enforcement Officer I (entry level).

Code Enforcement office submits the attached status report, as Attachment 9 to update the Board of Supervisors on various different data gathered by the department.



For more information, visit:
<https://www.mendocinocounty.org/government/health-and-human-services-agency/behavioral-health-and-recovery-services>

Board of Supervisors Directives Update

During Board of Supervisors meetings, the Clerk of the Board records the various consensus decisions and/or legislative actions that direct County staff and/or other agencies to follow up, research, or follow through on certain topics or issues.

Attached to this CEO report, as Attachment 10, is a draft list of all current directives as of October 20, 2021.

Behavioral Health and Recovery Services Update

The Behavioral Health and Recovery Services (BHRS) office submits the attached status report, as Attachment 11, to update the Board of Supervisors on the services being provided by BHRS.

Cultural Services Agency Update

Libraries

County-wide

- The Library is now providing Cannabis Newsbank Research Edition to anyone that has a library card. This searchable database features current and historical news and information from more than 12,000 sources, including over three million cannabis and hemp related reports, documents, and articles from prominent cannabis and hemp industry publications as well as in-depth local coverage from every state in the U.S. and Canada and countries across the globe. <https://www.mendolibrary.org/discover/newspapers-articles/cannabis-research>
- Mechanic Shop Femme workshop series resumes on Oct. 30 from 2:30-4 p.m. on Zoom with The Whys & Whens of Car Maintenance with Chaya Milchtein of Mechanic Shop Femme. Nov. 20th: A Deeper Dive Into Car Ownership. Email carrm@mendocinocounty.org for Zoom link.

Bookmobile & Outreach

- In October, the Bookmobile added Comptche, Three Rivers, and Albion Schools to their regular schedule and added stops for Pinoleville School and a children's facility at Redwood Valley Casino one Friday each month.

Coast Community

- A two-time Guinness World Record holder for long distance cycling, Lynn Salvo, and her cycling companions stopped at the branch while completing the final leg of her continent-size peace sign route that began in 2015.

Fort Bragg

- Fort Bragg City Council created a brilliant proclamation opposing Censorship and celebrating the Freedom to Read. Branch Librarian Dan Hess and Library Advisory Board member Carolyn Schneider received the proclamation from the Mayor. Fort Bragg Advocate News printed a story and photo, showing library staff with their favorite banned books.
- Rotary Club of Fort Bragg is sponsoring a Read Aloud contest, where families who read 5 books to their children (under 6) will win a \$5.00 gift certificate to Spunky Skunk Toy store.

Round Valley

- The Media Room is now available for small group reservations. This is a small room with two computers and one large table with a limited capacity of four throughout the pandemic. Reservations are available in two hour increments.
- Recently added the Press Democrat, Willits Weekly, and Rolling Stone to its offerings. Coming soon: Sun Magazine
- Zoom story time (ages 2-5) happens on Fridays at 2:00 p.m.



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

www.mendocinocounty.org/government/cultural-services-agency

Cultural Services Agency Update Continued

Ukiah

- Ukiah Branch staff invite families with children 12 and under to join us for a weekly outdoor story time at 10:30 a.m. at Todd Grove Park. This ongoing event starts Saturday, Nov. 6th and will be full of books, songs, rhymes, visual storytelling, basic American Sign Language, and possibly even some dancing for those wiggly wee ones! Caregivers are encouraged to bring their own blankets or other seating arrangements.
- The Social Justice Book Club will discuss *Minor Feelings: An Asian-American Reckoning* by Cathy Park Hong on Nov. 4th on Zoom.
- Just in time for cooler weather the next Take and Make kit from the Ukiah Branch Library will be Finger Knitting Infinity Scarves, an easy and fun craft that is a great way to busy the hands while quieting the mind.

Willits

- The Willits Branch Library, in collaboration with the County Museum, will be hosting a Candy Carnival on Friday, October 29th from 4:30-6:30 p.m. in the space between the two buildings. Visitors will be greeted by the Wicked Witch of the West and be invited to play ghoulish games to earn sweet treats. Guests will have the opportunity to take pictures in our Halloween themed photo booth, contribute to the Halloween mural, and pick a book from our "Book Patch."



Museum

- The Mendocino County Museum is pulling in people in droves to see its exhibit **The Car Bombing of Judi Bari: A Community Remembers** that runs through October 24th. The last program of the exhibit will be on Wednesday, October 27th via zoom. Cultural Services Agency Director, Deb Fader Samson will lead a book discussion on Judi's book *Timber Wars*. Please email Curator Karen Mattson at mattsonk@mendocinocounty.org to have the zoom link emailed to you.
- Admission is FREE to Mendocino County Library card holders.

Animal Care Services Update

Income Statistics

September 1, 2021 through September 30, 2021

- 4 animal(s) impounded for quarantine at the Animal Shelter
- 1 dead animal(s) disposal request received
- 7 feral cats received
- 1 animal(s) received for rabies specimen testing
- 4 owned animal(s) received by Animal Control or Police due to owner in custody
- 8 owned animals impounded in the field to Animal Control or Police
- 17 owner surrendered animals received
- 2 shelter animal(s) returned by adopter
- 56 stray animals impounded in the field by Animal Control, Police or came in over the counter from citizens
- 5 animals impounded for boarding due to the Hopkins Fire
- Total of 105 animals received at the Animal Shelter



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

Outcome Statistics

September 1, 2021 through September 30, 2021

- 21 cats adopted
- 18 dogs adopted
- Other "other" animals adopted/auctioned off
- 1 ill/failure to thrive animal died
- dead animal disposals
- 7 total animal(s) euthanized
- One animal sent to laboratory
- 2 owner/surrender animals euthanized
- 5 trap, neuter and return to field cats
- 40 return to owner animals
- 6 animal(s) transferred to other rescue organizations
- A total of 101 animal(s) departed the Animal Shelter

Upcoming Board Meetings

Regular Meeting	October 26, 2021
Regular Meeting	November 9, 2021
Limited Meetings	November 15, 2021
Regular Meetings	November 26, 2021

Dates of Interest

County Holiday	November 11, 2021
County Holiday	November 25-26, 2021

Attachments

1. Position Justification Report
2. Vacancy and Recruitment Update
3. Social Services of HHSA Update
4. Transportation Update
5. Facilities and Fleet & Central Services Update
6. FY 2021-22 Total Net Appropriations vs YTD August Actuals Report
7. Information Services Update
8. Air Quality Management District Update
9. Code Enforcement Update
10. Board of Supervisors Directives Update
11. Behavioral Health and Recovery Services Update

October						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				



Regular Board Meeting



County Holiday



Limited Meetings



CSAC Conference

Contact Information:

Office: (707) 463-4441

Fax: (707) 463-5649

Email: ceo@mendocinocounty.org

Website:

www.mendocinocounty.org

Follow us on Facebook
County of Mendocino



Follow us on Twitter



@countymendocino

JUSTIFICATION OF FILLED POSITIONS*September 2021*

DEPARTMENT/OFFICE	CLASSIFICATION	POSITION NUMBER	LOCATION	DATE REQUISITION APPROVED	JUSTIFICATION PROVIDED	DATE POSITION FILLED
Executive Office (Information Services)	Administrative Assistant	4082	Ukiah	7/26/2021	This position will support the administrative functions of the Information Services Division including: contract administration, monthly billing, reporting and meeting facilitation, and provide administrative support for the various IT Master Plan Projects, Board initiatives and public projects.	9/5/2021
General Services Agency (Facilities & Fleet)	Grounds Maintenance Technician II	133	Fort Bragg	8/19/2021	These positions fill a critical need by supporting the County's 100+ facilities landscaping, in addition to the County park system.	9/5/2021
General Services Agency (Facilities & Fleet)	Grounds Maintenance Technician II	4392	Ukiah	6/17/2021	These positions fill a critical need by supporting the County's 100+ facilities landscaping, in addition to the County park system.	9/5/2021
Health and Human Services Agency (Public Health Nursing)	Staff Assistant II	1316	Ukiah	6/9/2021	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	9/5/2021
Human Resources	Human Resources Analyst I	4102	Ukiah	8/26/2021	Policy and procedure creation for Covid-19 continues to put regular tasks on backlog which delays some departmental functions.	9/5/2021
Probation	Deputy Probation Officer I	3430	Ukiah	8/13/2021	This position is critical to Probation's ability to adequately supervise the assigned cases as well as written statutorily mandated reports in the interest of public safety. Not replacing this position would result in a decrease in staffing and significant increased workload assignments for remaining staff, which would inhibit ability to meet mandated supervision and court-related duties.	9/5/2021
Sheriff-Coroner	Public Safety Dispatcher	1714	Ukiah	3/5/2021	The Dispatch center has minimum staffing levels, to ensure that the County of Mendocino can effectively respond to emergency calls and first responder coordination.	9/5/2021
Planning and Building	Code Enforcement Officer I	4463	Ukiah	6/16/2021	Per Code Enforcement reorganization plan presented to the BOS on 6/8/2021, a total of 6 new officers will be desired. The Proactive Cannabis Enforcement Team will be unable to begin work as desired by the BOS.	9/19/2021
Planning and Building	Code Enforcement Officer I	4464	Ukiah	6/16/2021	Per Code Enforcement reorganization plan presented to the BOS on 6/8/2021, a total of 6 new officers will be desired. The Proactive Cannabis Enforcement Team will be unable to begin work as desired by the BOS.	9/19/2021
Planning and Building	Planner I	503	Ukiah	6/9/2021	Filling vacant Planner positions is crucial to increase efficiency within the Department and enhance customer service by expediting turnaround on projects, permits and general inquiries. Should this not be approved, business licenses, discretionary permit work, current and long range planning will be delayed.	9/19/2021
Social Services	Staff Assistant III	2598	Ukiah	3/20/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	9/19/2021

BOARD OF SUPERVISORS VACANCY/RECRUITMENT UPDATE																
Pay Period 20-21, September 19, 2021 - October 2, 2021																
DEPARTMENT/OFFICE	FUND	TOTAL ALLOCATED FTE POSITIONS	VACANT FTE POSITIONS	VACANCY RATE (All Vacant Regardless of Recruitment Status)	POSITIONS IN RECRUITMENT (AS OF REPORT DATE)	VACANCY RATE* (Positions in Recruitment)	NEW HIRES SINCE 7/1/21	SEPARATIONS SINCE 7/1/21	EMPLOYEES ON LEAVE	EMPLOYEES IN BOONVILLE	EMPLOYEES IN COVELO	EMPLOYEES IN FORT BRAGG	EMPLOYEES IN LAYTONVILLE	EMPLOYEES IN POINT ARENA	EMPLOYEES IN UKIAH	EMPLOYEES IN WILLITS
AGRICULTURE	1100	9.00	1.00	11.1%	--	0.0%	1	--	1	--	--	--	--	--	8	--
<i>Agriculture Total:</i>		<i>9.00</i>	<i>1.00</i>	<i>11.1%</i>	<i>0</i>	<i>0.0%</i>	<i>1</i>	<i>0</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>8</i>	<i>0</i>
AIR QUALITY	3270	9.00	3.00	33.3%	2	22.2%	--	--	1	--	--	--	--	--	6	--
<i>Air Quality Total:</i>		<i>9.00</i>	<i>3.00</i>	<i>33.3%</i>	<i>2</i>	<i>22.2%</i>	<i>0</i>	<i>0</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>6</i>	<i>0</i>
ANIMAL CARE	1100	13.00	1.00	7.7%	4	30.8%	2	--	2	--	--	2	--	--	10	--
<i>Animal Care Total:</i>		<i>13.00</i>	<i>1.00</i>	<i>7.7%</i>	<i>4</i>	<i>30.8%</i>	<i>2</i>	<i>0</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>10</i>	<i>0</i>
ASSESSOR-CLERK-RECORDER (ASSESSOR)	1100	21.00	2.00	9.5%	1	4.8%	--	1	1	--	--	--	--	--	19	--
ASSESSOR-CLERK-RECORDER (CLERK RECORDER)	1100	4.00	1.00	25.0%	--	0.0%	--	--	--	--	--	--	--	--	3	--
ASSESSOR-CLERK-RECORDER (COUNTY CLERK-ELECTION)	1100	3.00	1.00	33.3%	1	33.3%	--	1	--	--	--	--	--	--	2	--
<i>Assessor-Clerk-Recorder Total:</i>		<i>28.00</i>	<i>4.00</i>	<i>14.3%</i>	<i>2</i>	<i>7.1%</i>	<i>0</i>	<i>2</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>24</i>	<i>0</i>
AUDITOR-CONTROLLER	1100	13.00	2.00	15.4%	1	7.7%	--	1	--	--	--	--	--	--	11	--
<i>Auditor-Controller Total:</i>		<i>13.00</i>	<i>2.00</i>	<i>15.4%</i>	<i>1</i>	<i>7.7%</i>	<i>0</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>11</i>	<i>0</i>
BOARD OF SUPERVISORS	1100	5.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	5	--
<i>Board of Supervisors Total:</i>		<i>5.00</i>	<i>0.00</i>	<i>0.0%</i>	<i>0</i>	<i>0.0%</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>5</i>	<i>0</i>
CANNABIS PROGRAM	1100	9.00	3.00	33.3%	12	133.3%	--	--	1	--	--	--	--	--	6	--
<i>Cannabis Program Total:</i>		<i>9.00</i>	<i>3.00</i>	<i>33.3%</i>	<i>12</i>	<i>133.3%</i>	<i>0</i>	<i>0</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>6</i>	<i>0</i>
CHILD SUPPORT SERVICES	1100	34.00	12.00	35.3%	--	0.0%	--	--	3	--	--	--	--	--	22	--
<i>Child Support Services Total:</i>		<i>34.00</i>	<i>12.00</i>	<i>35.3%</i>	<i>0</i>	<i>0.0%</i>	<i>0</i>	<i>0</i>	<i>3</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>22</i>	<i>0</i>
COUNTY COUNSEL	1100	12.00	0.00	0.0%	1	8.3%	2	--	--	--	--	--	--	--	12	--
<i>County Counsel Total:</i>		<i>12.00</i>	<i>0.00</i>	<i>0.0%</i>	<i>1</i>	<i>8.3%</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>12</i>	<i>0</i>
CULTURAL SERVICES AGENCY (LIBRARY)	1205	36.50	6.00	16.4%	5	13.7%	1	1	5	--	4	6	--	2	16	5
CULTURAL SERVICES AGENCY (MUSEUM)	1100	4.00	1.00	25.0%	1	25.0%	--	--	--	--	--	--	--	--	--	3
<i>Cultural Services Agency Total:</i>		<i>40.50</i>	<i>7.00</i>	<i>17.3%</i>	<i>6</i>	<i>14.8%</i>	<i>1</i>	<i>1</i>	<i>5</i>	<i>0</i>	<i>4</i>	<i>6</i>	<i>0</i>	<i>2</i>	<i>16</i>	<i>8</i>
DISTRICT ATTORNEY	1100	46.00	7.00	15.2%	3	6.5%	2	1	3	--	--	5	--	--	34	--
DISTRICT ATTORNEY (ANTI DRUG ABUSE)	4650	3.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	3	--
DISTRICT ATTORNEY (RAPE PROSECUTION)	4480	1.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	1	--
DISTRICT ATTORNEY (VICTIM WITNESS)	4640	5.00	1.00	20.0%	1	20.0%	--	1	3	--	--	--	--	--	4	--
<i>District Attorney Total:</i>		<i>55.00</i>	<i>8.00</i>	<i>14.5%</i>	<i>4</i>	<i>7.3%</i>	<i>2</i>	<i>2</i>	<i>6</i>	<i>0</i>	<i>0</i>	<i>5</i>	<i>0</i>	<i>0</i>	<i>42</i>	<i>0</i>

BOARD OF SUPERVISORS VACANCY/RECRUITMENT UPDATE																
Pay Period 20-21, September 19, 2021 - October 2, 2021																
DEPARTMENT/OFFICE	FUND	TOTAL ALLOCATED FTE POSITIONS	VACANT FTE POSITIONS	VACANCY RATE (All Vacant Regardless of Recruitment Status)	POSITIONS IN RECRUITMENT (AS OF REPORT DATE)	VACANCY RATE* (Positions in Recruitment)	NEW HIRES SINCE 7/1/21	SEPARATIONS SINCE 7/1/21	EMPLOYEES ON LEAVE	EMPLOYEES IN BOONVILLE	EMPLOYEES IN COVELO	EMPLOYEES IN FORT BRAGG	EMPLOYEES IN LAYTONVILLE	EMPLOYEES IN POINT ARENA	EMPLOYEES IN UKIAH	EMPLOYEES IN WILLITS
EXECUTIVE OFFICE	1100	16.00	3.00	18.8%	2	12.5%	1	3	3	--	--	--	--	--	13	--
EXECUTIVE OFFICE (CLERK OF THE BOARD)	1100	3.00	0.00	0.0%	1	33.3%	--	--	--	--	--	--	--	--	3	--
EXECUTIVE OFFICE (DISASTER RECOVERY)	1225	7.00	1.00	14.3%	1	14.3%	1	--	--	--	--	--	--	--	6	--
EXECUTIVE OFFICE (GENERAL LIABILITY)	7130	2.50	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	3	--
EXECUTIVE OFFICE (HEALTH BENEFITS)	7150	3.00	1.00	33.3%	--	0.0%	--	--	--	--	--	--	--	--	2	--
EXECUTIVE OFFICE (INFORMATION SERVICES)	1100	29.00	5.00	17.2%	4	13.8%	1	1	1	--	--	--	--	--	24	--
<i>Executive Office Total:</i>		<i>60.50</i>	<i>10.00</i>	<i>16.5%</i>	<i>8</i>	<i>13.2%</i>	<i>3</i>	<i>4</i>	<i>4</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>51</i>	<i>0</i>
FARM ADVISOR	1100	3.00	1.00	33.3%	2	66.7%	--	--	--	--	--	--	--	--	2	--
<i>Farm Advisor Total:</i>		<i>3.00</i>	<i>1.00</i>	<i>33.3%</i>	<i>2</i>	<i>66.7%</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>2</i>	<i>0</i>
GENERAL SERVICES AGENCY (CENTRAL SERVICES)	1100	8.00	2.00	25.0%	2	25.0%	1	--	--	--	--	--	--	--	6	--
GENERAL SERVICES AGENCY (FACILITIES & FLEET)	1100	39.80	10.80	27.1%	9	22.6%	2	4	2	--	--	2	--	--	27	1
GENERAL SERVICES AGENCY (GARAGE)	1100	3.00	0.00	0.0%	--	0.0%	--	--	1	--	--	--	--	--	3	--
<i>General Services Agency Total:</i>		<i>50.80</i>	<i>12.80</i>	<i>25.2%</i>	<i>11.00</i>	<i>21.7%</i>	<i>3.00</i>	<i>4.00</i>	<i>3.00</i>	<i>0.00</i>	<i>0.00</i>	<i>2.00</i>	<i>0.00</i>	<i>0.00</i>	<i>36.00</i>	<i>1.00</i>
HHSA (ALCOHOL/OTHER DRUG PROGRAM)	1100	35.00	18.00	51.4%	3	8.6%	1	3	5	--	--	1	--	--	16	--
HHSA (CGAP-DFC GRANT)	4260	1.00	0.00	0.0%	1	100.0%	--	1	--	--	--	--	--	--	1	--
HHSA (ENVIRONMENTAL HEALTH)	1100	22.60	5.60	24.8%	1	4.4%	--	2	5	--	--	3	--	--	14	--
HHSA (MENTAL HEALTH)	1221	57.00	28.00	49.1%	13	22.8%	--	1	2	--	--	1	--	--	28	--
HHSA (MENTAL HEALTH TREATMENT ACT - MEASURE B)	1224	1.25	1.25	100.0%	--	0.0%	--	--	--	--	--	--	--	--	--	--
HHSA (PUBLIC HEALTH)	1100	32.00	14.00	43.8%	6	18.8%	2	1	1	--	--	2	--	--	14	2
HHSA (PUBLIC HEALTH BIOTERRORISM AS)	4780	1.00	0.00	0.0%	1	100.0%	--	1	1	--	--	--	--	--	1	--
HHSA (PUBLIC HEALTH CCS)	1100	8.00	2.00	25.0%	1	12.5%	1	--	2	--	--	1	--	--	5	--
HHSA (PUBLIC HEALTH NURSING)	1100	27.00	13.00	48.1%	5	18.5%	1	1	1	--	--	1	--	--	12	1
HHSA (PUBLIC HEALTH TOBACCO ED)	4530	1.00	1.00	100.0%	--	0.0%	--	--	--	--	--	--	--	--	0	--
HHSA (PUBLIC HEALTH WIC)	4180	12.20	6.20	50.8%	2	16.4%	--	1	--	--	--	2	--	--	4	--
HHSA (TRANSITIONAL HOUSING)	1100	2.00	2.00	100.0%	2	100.0%	--	--	--	--	--	--	--	--	--	--
HHSA (WHOLE PERSON CARE)	1227	3.00	1.00	33.3%	--	0.0%	--	--	--	--	--	--	--	--	2	--
<i>HHSA Total:</i>		<i>203.05</i>	<i>92.05</i>	<i>45.3%</i>	<i>35</i>	<i>17.2%</i>	<i>5</i>	<i>11</i>	<i>17</i>	<i>0</i>	<i>0</i>	<i>11</i>	<i>0</i>	<i>0</i>	<i>97</i>	<i>3</i>

BOARD OF SUPERVISORS VACANCY/RECRUITMENT UPDATE																
Pay Period 20-21, September 19, 2021 - October 2, 2021																
DEPARTMENT/OFFICE	FUND	TOTAL ALLOCATED FTE POSITIONS	VACANT FTE POSITIONS	VACANCY RATE (All Vacant Regardless of Recruitment Status)	POSITIONS IN RECRUITMENT (AS OF REPORT DATE)	VACANCY RATE* (Positions in Recruitment)	NEW HIRES SINCE 7/1/21	SEPARATIONS SINCE 7/1/21	EMPLOYEES ON LEAVE	EMPLOYEES IN BOONVILLE	EMPLOYEES IN COVELO	EMPLOYEES IN FORT BRAGG	EMPLOYEES IN LAYTONVILLE	EMPLOYEES IN POINT ARENA	EMPLOYEES IN UKIAH	EMPLOYEES IN WILLITS
HUMAN RESOURCES	1100	19.00	6.00	31.6%	3	15.8%	1	--	--	--	--	--	--	--	13	--
HUMAN RESOURCES (EMPLOYEE WELLNESS)	1100	2.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	2	--
<i>Human Resources Total:</i>		<i>21.00</i>	<i>6.00</i>	<i>28.6%</i>	<i>3</i>	<i>14.3%</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>15</i>	<i>0</i>
PLANNING AND BUILDING	1100	59.50	13.00	21.8%	11	18.5%	8	1	8	--	--	10	--	--	34	--
<i>Planning and Building Total:</i>		<i>59.50</i>	<i>13.00</i>	<i>21.8%</i>	<i>11</i>	<i>18.5%</i>	<i>8</i>	<i>1</i>	<i>8</i>	<i>0</i>	<i>0</i>	<i>10</i>	<i>0</i>	<i>0</i>	<i>34</i>	<i>0</i>
PROBATION	1100	50.00	11.00	22.0%	3	6.0%	1	1	5	--	--	3	--	--	33	3
PROBATION (JUVENILE HALL)	1100	25.00	10.00	40.0%	1	4.0%	1	1	3	--	--	--	--	--	15	--
<i>Probation Total:</i>		<i>75.00</i>	<i>21.00</i>	<i>28.0%</i>	<i>4</i>	<i>5.3%</i>	<i>2</i>	<i>2</i>	<i>8</i>	<i>0</i>	<i>0</i>	<i>3</i>	<i>0</i>	<i>0</i>	<i>48</i>	<i>3</i>
PUBLIC DEFENDER	1100	27.00	3.00	11.1%	2	7.4%	--	--	2	--	--	1	--	--	23	--
PUBLIC DEFENDER (ALTERNATE DEFENDER)	1100	7.50	2.00	26.7%	--	0.0%	1	--	--	--	--	--	--	--	6	--
<i>Public Defender Total:</i>		<i>34.50</i>	<i>5.00</i>	<i>14.5%</i>	<i>2</i>	<i>5.8%</i>	<i>1</i>	<i>0</i>	<i>2</i>	<i>0</i>	<i>0</i>	<i>1</i>	<i>0</i>	<i>0</i>	<i>29</i>	<i>0</i>
RETIREMENT	1100	6.00	1.00	16.7%	--	0.0%	--	--	--	-	-	-	-	-	5	--
<i>Retirement Total:</i>		<i>6.00</i>	<i>1.00</i>	<i>16.7%</i>	<i>0</i>	<i>0.0%</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>5</i>	<i>0</i>
SHERIFF-CORONER	1100	115.00	20.00	17.4%	15	13.0%	1	3	5	--	--	13	--	--	71	11
SHERIFF-CORONER (COPS PROGRAM AB3229)	1210	1.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	1	--
SHERIFF-CORONER (JAIL)	1100	73.00	15.00	20.5%	12	16.4%	1	1	7	--	--	--	--	--	58	--
SHERIFF-CORONER (OFFICE OF EMERGENCY SERVICES)	1100	2.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	2	--
<i>Sheriff-Coroner Total:</i>		<i>191.00</i>	<i>35.00</i>	<i>18.3%</i>	<i>27</i>	<i>14.1%</i>	<i>2</i>	<i>4</i>	<i>12</i>	<i>0</i>	<i>0</i>	<i>13</i>	<i>0</i>	<i>0</i>	<i>132</i>	<i>11</i>
SOCIAL SERVICES	1100	421.00	103.00	24.5%	93	22.1%	3	17	35	--	--	37	--	--	252	30
<i>Social Services Total:</i>		<i>421.00</i>	<i>103.00</i>	<i>24.5%</i>	<i>93</i>	<i>22.1%</i>	<i>3</i>	<i>17</i>	<i>35</i>	<i>0</i>	<i>0</i>	<i>37</i>	<i>0</i>	<i>0</i>	<i>252</i>	<i>30</i>
TRANSPORTATION	1200	92.80	30.00	32.3%	6	6.5%	1	1	4	3	3	8	2	4	37	6
TRANSPORTATION (ENGINEERING & TECHNICAL ASSIST)	1100	7.00	1.00	14.3%	1	14.3%	--	--	--	--	--	1	--	--	5	--
TRANSPORTATION (SOLID WASTE)	1100	2.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	2	--
<i>Transportation Total:</i>		<i>101.80</i>	<i>31.00</i>	<i>30.5%</i>	<i>7</i>	<i>6.9%</i>	<i>1</i>	<i>1</i>	<i>4</i>	<i>3</i>	<i>3</i>	<i>9</i>	<i>2</i>	<i>4</i>	<i>44</i>	<i>6</i>
TREASURER-TAX COLLECTOR	1100	6.00	1.00	16.7%	1	16.7%	--	--	--	--	--	--	--	--	5	--
TREASURER-TAX COLLECTOR (COURT AB233 PROGRAM)	1100	6.00	3.00	50.0%	1	16.7%	--	--	--	--	--	--	--	--	3	--
<i>Treasurer-Tax Collector Total:</i>		<i>12.00</i>	<i>4.00</i>	<i>33.3%</i>	<i>2</i>	<i>16.7%</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>8</i>	<i>0</i>
COUNTYWIDE TOTAL:		1466.65	375.85	25.6%	237	16.2%	37	50	113	3	7	99	2	6	915	62



Social Services Status Report October 2021

Adult and Aging Services

The Adult and Aging Services division is pleased to announce the expansion of the Housing and Disability Advocacy Program (HDAP). HDAP was established by the State of California in 2017 to provide housing assistance and disability advocacy services to persons experiencing homelessness and who are in the process of applying for disability benefits. Under the previous guidelines, HDAP funds would be used to house a participant until their supplemental security income (SSI) benefits were approved. Once approved, HDAP funds would be recouped and the participant would then use their monthly SSI to cover the cost of housing. Additionally, counties that elected to participate in HDAP were responsible for a one-to-one dollar match.

Under the State's new guidelines, counties are no longer required to seek repayment from the participant, and there is no longer a county match requirement for the funding. Moreover, HDAP has expanded to include "those at risk of homelessness." HDAP has proven to be an important program in California's fight against homelessness. Since 2017, HDAP has provided services to over 40 individuals in Mendocino County: 20 participants have moved into temporary housing, 14 participants transitioned to permanent housing, and 13 participants became financially self-sufficient through the granting of disability benefits.

Family and Children's Services

Family & Children's Services (FCS) administers many programs, one of which is Extended Foster Care (EFC). EFC is a federal program under the Fostering Connections to Success and Increasing Adoptions Act of 2008 (PL 110-351), to improve outcomes for youth in foster care. California enacted EFC through Assembly Bill 12, which took effect on January 1, 2012. The EFC program extends Title IV-E foster care assistance to eligible child welfare or probation young adults, who may voluntarily enter and exit the EFC program at any time, and multiple times, until they turn 21. The program provides eligible young adults with a safety net of support while they experience independence. Participants must be working toward completion of high school or an equivalent program, enrolled in college or a vocational program, working, participating in a program to assist them in gaining employment, or are unable to participate in school or work, due to a medical condition. Due to the Covid-19 pandemic, federal and state legislative actions created flexibility to participation requirements through December 31, 2021.

FCS currently has 38 young adults under age 21 in the EFC program. An additional 10 young adults over age 21 have opted to stay in the program through December 31, 2021, under federal and state extensions to the program. These young adults are served through the FCS AB 12 unit, consisting of 3.5 social workers, one social worker assistant, and one social worker supervisor. For more information about the program, please contact Social Worker Supervisor Cerre Knox at knox@c@mendocinocounty.org or (707) 463-7868.

Employee & Family Assistance Services (EFAS)

- On September 27, Mendocino County, along with 38 other California counties, migrated to the new Statewide Automated Welfare System, CalSAWS, which is the case management system that supports eligibility for public assistance benefits. County staff prepared for this transition through multiple informational meeting sessions, surveys, user acceptance training, point-in-time demonstrations, and curriculum training. All 58 California counties will be using this same system by October 2023. In addition to this migration, there was also a change to the online portal for applications for CalWORKs, CalFresh, and Medi-Cal. Applications are now available through [BenefitsCal.com](https://www.benefitscal.com). This portal replaced the C4Yourself application site. Through all of these changes, staff have continued to maintain public assistance benefits for 39,657 Mendocino County residents
- In response to the current Public Health Emergency, the Department of Health Care Services has extended the delay in processing of annual Medi-Cal Redeterminations and reported changes in circumstances, to avoid loss of Medi-Cal coverage for Medi-Cal beneficiaries. EFAS continues to focus attention on application processing, to ensure health insurance is not a barrier to care for our community. Mendocino County's Medi-Cal caseload has grown by 11% since February 1, 2020, from 20,071 cases to 22,475 cases (39,245 persons).



Department of Transportation (MCDOT)

Director's Report – October 26, 2021

- **Senate Bill 1383: Short-lived Climate Pollutants Organic Waste Reductions Regulation** – Senate Bill (SB) 1383 (Lara, Chapter 395, Statutes of 2016) was signed into law in 2016, establishing methane emission reduction targets as part of a statewide effort to combat climate change. Organic waste such as food scraps, yard trimmings, paper, and cardboard comprises more than half of the state's total waste stream into landfills. The breakdown of organic waste in landfills is the third largest source of methane in California, generating 20% of the state's methane emissions. To reduce methane generation in landfills, SB 1383 requires a 50% reduction of the statewide disposal of organic waste from the 2014 level by 2020 and a 75% reduction by 2025. Additionally, SB 1383 establishes a statewide target that 20% of currently disposed edible food is recovered for human consumption by 2025.

SB 1383 represents the largest and most prescriptive waste management legislative update in the last 30 years. As the regulatory authority under this law, CalRecycle adopted regulations requiring local jurisdictions (cities and counties) to implement specific actions and programs necessary to achieve the statewide organic waste reduction targets. Specific requirements of the County will include: providing mandatory organic waste collection services to all residents and businesses, establishing an edible food recovery program, conducting education and outreach, procuring organic waste products, recycling and edible food recovery capacity planning, monitoring compliance, conducting enforcement, and maintaining records and reporting. Prior to the effective date of the regulations beginning in 2022, the County will need to adopt an ordinance, amend/renew waste hauler franchise agreements, update purchasing policy, develop inspection and enforcement measures, and recordkeeping and reporting procedures; efforts which are already underway.

On January 1, 2022, the regulations take effect requiring the County to implement the above actions and programs. Although Department of Transportation's Solid Waste Division is taking a lead on facilitating the effort, SB 1383 goes beyond waste management and recycling operations and will impact the work of multiple County departments. Successful compliance will require a significant and coordinated effort countywide. Departments/Divisions likely affected will include Department of Transportation Solid Waste Division, Environmental Health, Purchasing, Facilities, Planning & Building, County Counsel, Code Enforcement, and Executive Office. The County may need to increase funding and staffing resources across multiple departments to support implementation of SB 1383 compliant programs. A more detailed informational presentation on the regulations and roles and responsibilities of each County department is scheduled to be provided to the Board on December 7, 2021.

- **Update Community Water Supply Replacement in Response to Drought:** Pursuant to direction from the Board of Supervisors (BOS) at their special meeting for Drought Response on August 24, 2021, – the County Recovery Division has applied for grant funding and authorized staff to advertise and award contracts to accomplish Community Water Supply Replacement. On September 21, 2021, the Department of Water Resources' (DWR) Small Community Drought Relief Program Grant was approved for the Mendocino County Community Water Supply Replacement Project. The approved funding is not to exceed the amount of \$2,000,000 thru the end of the 2022, but is only allowed to be used for residential domestic users. Presently, approximately 13,000 gallons per day of potable water is transferred between the City of Ukiah and the City of Fort Bragg to meet residential needs for replacement water in the unincorporated areas of the Central Coast.

In addition, at the special meeting on August 24, 2021, the BOS authorized up to \$1.5 million in "County General Funds" to use for the transfer of potable water between the City of Ukiah and the City of Fort Bragg to meet the needs of the unincorporated areas of the Central Coast (including for commercial domestic water) at a volume of about 7,000 gallons per day, without grant support due to ineligibility of those costs.

Presently, we have sufficient emergency trucking contracts to meet maximum hauling needs of up to 45,000 to 49,000 gallons of water per business day to Fort Bragg, using six-to-ten trucks, if the demand returns to summertime demand levels.

Because the DWR grant funding has competitive bidding and procurement requirements for Mendocino County as the funding recipient for contracts with other entities in the acquisition of goods and services, the County is securing competitive bids after formal advertisement and undertaking competitive negotiations. If the County does not receive responsive/responsible bids the County can continue the sole source agreements we are presently using to transport water.

Tankers must be properly licensed Potable Water Haulers Pursuant to California Department of Public Health, Food and Drug Branch for this program.

MENDOCINO COUNTY – FACILITIES AND FLEET & CENTRAL SERVICES DIVISIONS MONTHLY REPORT-OUT - CEO REPORT

PROJECT AND OTHER UPDATES	
FACILITIES & FLEET DIVISION	
Administrative Update	<ul style="list-style-type: none"> • Proposal for space planning analysis from Architectural Firms were received on September 23. Staff are in the evaluation process and anticipate having a contract submitted for Board of Supervisors consideration in November. • General Services have been working with PG&E and an outside consultant on an energy audit of all County facilities. Staff anticipates the results of this audit to be presented to the Board in November for Board consideration. Additionally, staff have been working with Sonoma Clean Power on conversion to evergreen services, pursuant to Board of Supervisors action on August 3, 2021; it is anticipated that information regarding this conversion will be presented to the Board with the energy audit findings.
Fleet Operations	<ul style="list-style-type: none"> • PSPS temporary generator, air compressor and light tower deployed and staged. • Contractor walk through completed for Automotive Lift replacement. Bids came in higher due to unforeseen code requirements; alternate funding source was identified, project is proceeding. • Staff working on developing an up updated Vehicle replacement program, including the following: <ul style="list-style-type: none"> ○ Overview of the County's fleet during First Quarter Budget or sooner as data is gathered (number of vehicles by type, average miles driven, average age) ○ Updated replacement categories (type/age/miles) along with comparison County/industry standards ○ Potential funding models for vehicle replacement, including by type and funding source (potential interim funding solutions for this Fiscal Year, as well as long term) ○ Consider an update re Policy No. 26 - Operation of County Vehicles and/or Mendocino County Code 3.12. ○ Working with Enterprise Fleet Management on potential options for Board consideration as an option • Facilities staff are working on options regarding installation of electric vehicle charging stations purchased previously. Estimates are in progress to install at Yokayo Complex parking lot. Facilities staff will update the Board with a project request once estimates and project details re confirmed.
Facility Maintenance and Operations	<ul style="list-style-type: none"> • Sanhedrin Power Pole Replacement: Phase 3 planning in progress with completion anticipated in Fall 2022. • Collaborating with USFS, PG&E and the private communications service providers at Big Signal Peak (Sanhedrin) develop a communications site master plan including electrical power services for this critical link in our public safety microwave communication network. • Spanish Mountain Repeater site hardening has been completed. Staff are in the development phase for the scope for the next repeater site hardening at the Sanel microwave site and the funding application with CDBG. • The Board Chamber Remodel project is near completion. Staff is reviewing several options to enhance security and finishes in chambers and will provide

	<p>updates accordingly.</p> <ul style="list-style-type: none"> • Emergency water damage abatement and repairs at Public Health Break Room 192 at 1120 S. Dora Street, due to a sewer line back up within the building has been completed the plumbing problems have been corrected. At this time Facilities has revised the budget to \$50,000 with most costs to be reimbursed from Risk due to the loss. • PSPS generator deployment for critical facilities completed for this season. Mechanical issues found during monthly inspection with Admin Rental unit. Hertz working to repair. • The main Admin generator had mechanical issue found during monthly inspection. Repairs completed and returned to service. • Willits Library broadband data wiring scope of work is out for Bid. Bids are due October 15th. • Completed scope of work and budget estimates for replacement Fiber Optic lines displaced by the new Jail Project, with funding request coming forward at first quarter. • 911 Bunker plans are being developed along with our application for the CDBG hazard mitigation grant. In addition to relocating data storage and communications equipment from the 911 basement, the project includes replacement of hazardous electrical panels and installation of a new generator for full building power. Consideration is being made as to how to approach the 911 Sheriff Dispatch Radio Console replacement funding source and process. • Sheriff's Office electrical panel replacement project is now complete. Staff are working through minor issues and should have all resolved by next week.
Capital Projects	<ul style="list-style-type: none"> • Measure B Project Updates: <ul style="list-style-type: none"> ◦ Regional Behavioral Health Training Center remodel is complete and currently serving as an alternate care site for mental health clients and Local Assistance Center. Facilities staff assisted with various logistics and ensured readiness of facility for occupancy. Currently Behavioral Health has indicated that the alternate care site be closed. Facilities staff are coordinating the closure and will update the Board when complete. ◦ Crisis Residential Treatment Center (CRT) is well underway and nearing completion with casework, trim and finishes going in. On track for November occupancy. • Whitmore Lane/Psychiatric Health Facility (PHF) Feasibility Study under way: <ul style="list-style-type: none"> ◦ Continuing meetings with Nacht & Lewis to discuss the operational needs of the PHF in relation to the physical space at the Whitmore Lane site. Study will also include review of other site constraints, proposed model for locating the PHF at the site and development of preliminary cost estimates and alternate site comparables. ◦ Meetings held bi-weekly to review status; timelines for project anticipated within the next month; staff will present to the Board when finalized. • SB 844 Jail Building 3 – Received state approval in April to proceed with construction documents – Architect is proceeding – projecting final submission for state review by the end of 2021. <ul style="list-style-type: none"> ◦ Due to the Jail expansion into the areas of Facilities and parking near the Garage and storage area, Facilities staff are working with the Agriculture department to consider potential relocation of parking and potential storage bays in the Facilities area.

CENTRAL SERVICES DIVISION	
Requests for Proposals: Central Services Issued	<p>RFP# 025-21 IS Microsoft 365 Integration and Implementation Services</p> <ul style="list-style-type: none"> IS staff are finalizing a roll-out plan and will present the plan and final findings to the Board of Supervisors at a later date. <p>RFP # 036-21 Structural Analysis of Radio Communication Towers</p> <ul style="list-style-type: none"> Issued on September 17, 2021 Submission deadline is October 18, 2021 <p>RFQ # 038-21 Dodge Durango- Probation</p> <ul style="list-style-type: none"> Issued on September 23, 2021 Submission deadline is October 14, 2021 <p>RFP # 039-21 Patrol Vehicles- Sheriff</p> <ul style="list-style-type: none"> Issued on October 1, 2021 Submission deadline is October 22, 2021
Requests for Proposals: Department Issued	<p>RFP # 035-21 Space Need Assessment- Architectural Services</p> <ul style="list-style-type: none"> Issued on August 27, 2021 Submission deadline was September 23, 2021 Evaluations are scheduled to begin October 14th and 20th <p>RFB # 37-21 Willits Library Data Cabling Project</p> <ul style="list-style-type: none"> Issued on September 20, 2021 Submission deadline is October 14, 2021
Purchasing	<ul style="list-style-type: none"> Ongoing development an improved Blanket Purchase Order Monitoring process for administering, reporting and monitoring. Developing a Purchasing Education Program to launch in October 2021 County-wide. EOC Logistics Support: In response to the declared drought/water emergency Contracts with vendors were secured for hauling water from Ukiah to Fort Bragg. Services are being provided and Logistics continues to work collaboratively with the Incident Commander/Department of Transportation Director Howard Dashiell.
Operational Efficiencies and Quality Control	<ul style="list-style-type: none"> Preparing to implement Phase II for Competitive Bidding to improve the quality and consistency of competitive bidding process that will ensure quality control.
Competitive Bidding	<ul style="list-style-type: none"> Evaluating use of Cobblestone- e-Procurement/workflow with request for proposal processes
Long Term Planning	<ul style="list-style-type: none"> Central Services Operational model ISF Development - Facilities, Fleet, Central Services Fiscal reporting structure Budget Preparation (with Executive Office Budget team)
Real Property	<ul style="list-style-type: none"> Low Gap Park: General Service's staff has obtained proposals for Goat services for fire prevention/fuel mitigation efforts during the peak of fire season, in addition to an overall fire and fuel mitigation effort throughout the park. It is hoped that a scope of work can be prepared, outreach be made with adjacent property owners as to the timelines and activities, and work to begin by November.
	<ul style="list-style-type: none"> Parks Needs Assessment Phase II: Central Services, Facilities and BluePoint Planning, the County's Parks Needs Assessment consultant, presented a proposed approach and concept to the Board of Supervisors on August 31, 2021. The Board received the updated and formed a Parks Needs Assessment Ad Hoc Committee comprising Supervisors Mulheren and McGourty. <ul style="list-style-type: none"> Parks Needs Assessment Ad Hic Committee met for the first time on

	<p>Thursday October 7, 2021. Below is a summary of the meeting discussion points and outcomes:</p> <ul style="list-style-type: none">○ Topics discussed:<ul style="list-style-type: none">▪ Historical train maintenance issues▪ No existing funding formula for parks (maintenance, administration, capital improvement)▪ Management of various access areas as distinguished from County parks▪ Appropriate funding levels including staffing, maintenance, and administrative costs▪ Possible revenue sources○ Outcomes:<ul style="list-style-type: none">▪ Ad hoc to meet and assess if/ how annual maintenance costs in parks could be funded▪ Consultants to provide spreadsheet with scenarios for different maintenance costs▪ Supervisor Mulheren to outreach to City of Ukiah to discuss possibilities for collaboration▪ County Staff to research process regarding potential of surplus or selling various access areas▪ County Staff to outreach to RCD regarding potential for collaboration
--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Attachment 6

FY 2021-22 Total Net Appropriations vs YTD August Actuals

Budget Unit	Description/Department Name	2021-22 Total Net Appropriations*	2021-22 Total Net County Cost (NCC)**	NCC % of Total Net Appropriations	YTD Actuals*	Available Total Net Appropriations	% Used Total Net Appropriations
1015	Board of Supervisors	\$ 859,396	\$ 859,396	100.0%	\$ 145,875	\$ 713,521	16.97%
1020	County Executive Office	\$ 1,324,254	\$ 1,324,254	100.0%	\$ 252,026	\$ 1,072,228	19.03%
1810	Economic Development	\$ 704,500	\$ 704,500	100.0%	\$ 5,156	\$ 699,344	0.73%
2085	Alternate Defender	\$ 1,060,598	\$ 1,060,598	100.0%	\$ 128,013	\$ 932,585	12.07%
6210	Farm Advisor	\$ 267,744	\$ 267,744	100.0%	\$ 25,225	\$ 242,519	9.42%
1320	Human Resources	\$ 1,827,938	\$ 1,824,320	99.8%	\$ 273,171	\$ 1,554,767	14.94%
1010	Clerk of the Board	\$ 576,935	\$ 569,935	98.8%	\$ 82,346	\$ 494,589	14.27%
1120	Assessor	\$ 2,087,679	\$ 2,044,479	97.9%	\$ 277,353	\$ 1,810,326	13.29%
3050	DOT - Round Valley Airport	\$ 214,449	\$ 209,029	97.5%	\$ 317	\$ 214,132	0.15%
2080	Public Defender	\$ 3,957,419	\$ 3,845,862	97.2%	\$ 517,972	\$ 3,439,447	13.09%
1610	Facilities	\$ 4,894,953	\$ 4,648,639	95.0%	\$ 446,250	\$ 4,448,703	9.12%
2550	Juvenile Hall	\$ 2,668,169	\$ 2,491,789	93.4%	\$ 283,175	\$ 2,384,994	10.61%
5190	General Relief	\$ 569,252	\$ 527,370	92.6%	\$ 26,735	\$ 542,517	4.70%
2810	Cannabis Management	\$ 851,990	\$ 786,990	92.4%	\$ 95,213	\$ 756,777	11.18%
1960	Information Services	\$ 4,648,044	\$ 4,262,071	91.7%	\$ 526,131	\$ 4,121,913	11.32%
7110	Cultural Services	\$ 650,132	\$ 574,235	88.3%	\$ 61,647	\$ 588,485	9.48%
1410	County Clerk-Election	\$ 835,111	\$ 732,611	87.7%	\$ 109,646	\$ 725,465	13.13%
1910	Transportation - Land Imp	\$ 1,309,374	\$ 1,120,466	85.6%	\$ 111,584	\$ 1,197,790	8.52%
3060	DOT - Little River Airport	\$ 363,005	\$ 308,005	84.8%	\$ 2,723	\$ 360,282	0.75%
1160	Central Services	\$ 527,822	\$ 439,270	83.2%	\$ 102,147	\$ 425,675	19.35%
1110	Auditor-Controller	\$ 1,775,590	\$ 1,459,693	82.2%	\$ 224,610	\$ 1,550,980	12.65%
2070	District Attorney	\$ 7,647,431	\$ 6,237,029	81.6%	\$ 951,948	\$ 6,695,483	12.45%
2060	Grand Jury	\$ 125,185	\$ 100,287	80.1%	\$ 696	\$ 124,490	0.56%
1210	County Counsel	\$ 1,490,622	\$ 1,065,122	71.5%	\$ 310,722	\$ 1,179,900	20.85%
4016	Emergency Medical Service	\$ 1,492,569	\$ 1,018,819	68.3%	\$ 8,926	\$ 1,483,643	0.60%
1940	Miscellaneous Budget	\$ 1,616,346	\$ 1,098,346	68.0%	\$ (1,513)	\$ 1,617,859	-0.09%
2310	Sheriff - Coroner	\$ 24,980,650	\$ 16,125,476	64.6%	\$ 3,055,828	\$ 21,924,822	12.23%
2510	Jail	\$ 16,144,339	\$ 10,370,640	64.2%	\$ 1,780,242	\$ 14,364,097	11.03%
2860	Animal Care	\$ 1,669,545	\$ 998,702	59.8%	\$ 183,002	\$ 1,486,543	10.96%
2851	Planning & Building Services	\$ 6,378,587	\$ 3,049,037	47.8%	\$ 695,218	\$ 5,683,369	10.90%
2710	Agriculture Dept	\$ 1,535,266	\$ 572,507	37.3%	\$ 133,388	\$ 1,401,878	8.69%
2086	Conflict Defender	\$ 350,000	\$ 130,400	37.3%	\$ 3,450	\$ 346,550	0.99%
5170	In Home Supportive Service	\$ 6,280,768	\$ 2,134,659	34.0%	\$ -	\$ 6,280,768	0.00%
1130	Treasurer-Tax Collector	\$ 1,029,639	\$ 349,565	34.0%	\$ 118,469	\$ 911,170	11.51%
1620	Fleet Management	\$ 69,764	\$ 22,747	32.6%	\$ 123,791	\$ (54,027)	177.44%
2560	Probation	\$ 6,427,308	\$ 1,613,672	25.1%	\$ 726,814	\$ 5,700,494	11.31%
2830	Office of Emergency Services	\$ 1,139,282	\$ 266,152	23.4%	\$ 14,022	\$ 1,125,260	1.23%
5130	Cal Works/Foster Care	\$ 27,779,461	\$ 1,741,286	6.3%	\$ 3,927,389	\$ 23,852,072	14.14%
4013	Public Health Nursing	\$ 3,742,904	\$ 186,512	5.0%	\$ 224,898	\$ 3,518,006	6.01%
4011	Environmental Health	\$ 3,013,871	\$ 140,184	4.7%	\$ 326,564	\$ 2,687,307	10.84%
4080	California Children's Services	\$ 1,259,824	\$ 30,843	2.4%	\$ 70,697	\$ 1,189,127	5.61%
4012	Substance Use Disorder	\$ 3,740,306	\$ 88,368	2.4%	\$ 322,189	\$ 3,418,118	8.61%
5010	Social Services Administration	\$ 57,630,059	\$ 979,544	1.7%	\$ 5,265,747	\$ 52,364,312	9.14%
4010	Public Health Administration	\$ 5,923,595	\$ 21,249	0.4%	\$ 519,560	\$ 5,404,035	8.77%
1920	Retirement Administration	\$ 919,260	\$ -	0.0%	\$ 112,189	\$ 807,071	12.20%
1930	Teeter Plan	\$ 4,300,000	\$ -	0.0%	\$ -	\$ 4,300,000	0.00%
4025	Employee Wellness	\$ 465,930	\$ -	0.0%	\$ 46,877	\$ 419,053	10.06%
4070	County Medical Services Plan	\$ 276,000	\$ -	0.0%	\$ -	\$ 276,000	0.00%
4073	Transitional Housing	\$ 1,244,000	\$ -	0.0%	\$ 20,868	\$ 1,223,132	1.68%
5020	HHSA Administration	\$ 183,730	\$ -	0.0%	\$ 207,317	\$ (23,587)	112.84%
2090	Child Support Services	\$ 2,528,917	\$ (147,864)	-5.8%	\$ 322,144	\$ 2,206,773	12.74%
4510	Transportation - Solid Waste	\$ 511,729	\$ (53,448)	-10.4%	\$ 54,518	\$ 457,211	10.65%
1941	Clerk-Recorder	\$ 394,500	\$ (89,750)	-22.8%	\$ 92,520	\$ 301,980	23.45%
2012	Court Collections Program	\$ 1,273,036	\$ (392,453)	-30.8%	\$ 121,351	\$ 1,151,685	9.53%
Total		\$ 225,538,778	\$ 77,718,887	34.5%	\$ 23,437,144	\$ 202,101,634	10.39%

*Data only represents expenses, due to revenues being typically drawn down or received on a quarterly or annual basis.

*Additionally, there is a lag time of inter-department billing/collections

**Does not include funding appropriated from PG&E Disaster Funds

INFORMATION SERVICES DIVISION MONTHLY UPDATE

SEPTEMBER 2021

Geographic Information System (GIS) Update

The Information Services Division's GIS Staff, create and maintain the SDE Geo Database, a centralized source for the most up to date County GIS data for use with GIS stations in Departments throughout the County. Staff is currently reviewing data sets that require an update once a year or once every two years and bringing these data sets current to 2021. GIS Program staff are currently working on updates to the County Facilities layer.

The Information Services Division's GIS Staff, create and maintain two GIS Portals, one on the County's Intranet for use by County Staff and one on the Internet for use by the Public. Current activity includes the modification of the Redistricting map application on the Public GIS Portal to include 2020 Census population and race data for the current Supervisor Districts as well as the addition of 2020 Census Block geography and data.

The GIS Coordinator is working with staff from County Counsel's office, Executive office and the Assessor-Clerk Recorder's office to act as staff for the redistricting of Supervisor Districts. GIS Program Staff have participated in the initial public meetings for the Citizens Redistricting Commission and have set up and tested an interactive mapping tool to be used in the public meeting process.

GIS Program Staff in cooperation with Staff from the County's Office of Emergency Services, (OES) have converted the evacuation areas created by OES Staff into a GIS data layer and are currently working to calculate the 2020 Census population for each evacuation area, the population counts will be added to the attribute data for the GIS layer.

Information Services Division's GIS Staff, create and maintain the GIS data layers in the Sheriff's dispatch system. GIS Staff complete monthly updates to Geo Database.

The GIS Coordinator is currently working with IS Division Managers to set up a Service Level Agreement with the Mendocino Community College to provide mapping and geo processing services for the College's Redistricting process.

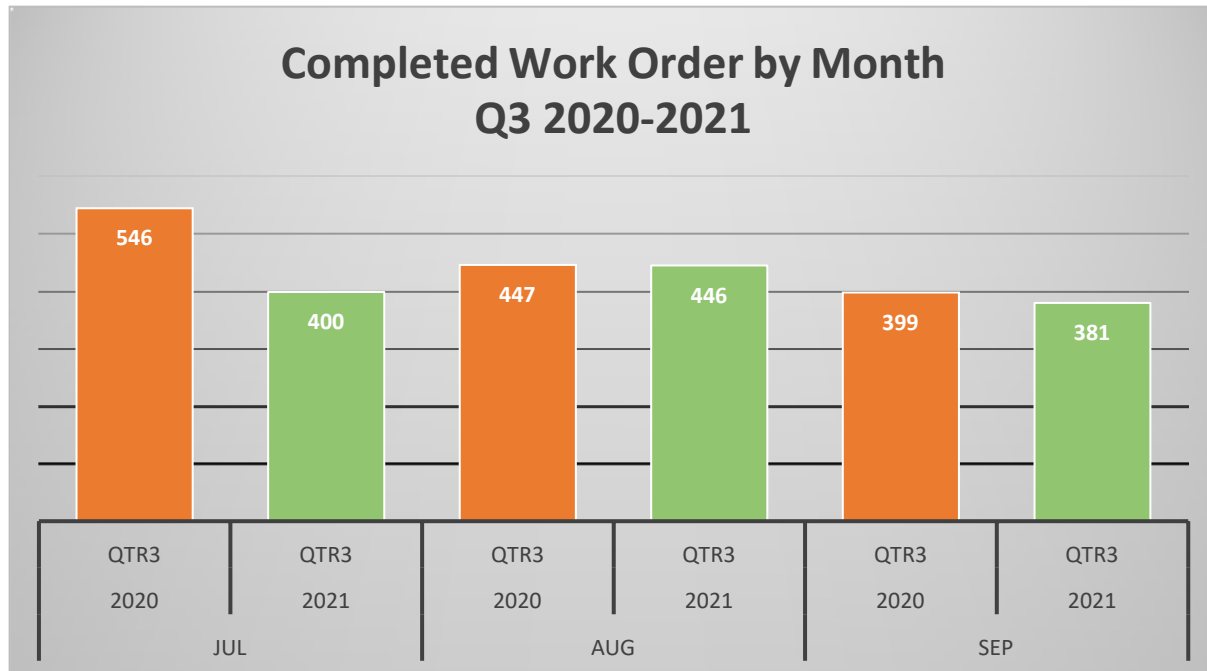
Administration Update

Information Services Division staff participated in a Cobblestone training hosted by the Executive Office Fiscal Team and is scheduled to attend a budget training regarding GASB 87 on October 7, 2021. Information Services Division staff continue to work on preparations of fiscal year 2021-22 first quarter budget. Information Services Division staff continue to actively work with Human Resources on recruitments to fill allocated positions.

INFORMATION SERVICES DIVISION MONTHLY UPDATE

Operations Update

Operations Quarterly Help Desk Metrics



Helpdesk Call Totals

September 2021 (0800 – 1700 Monday – Friday)

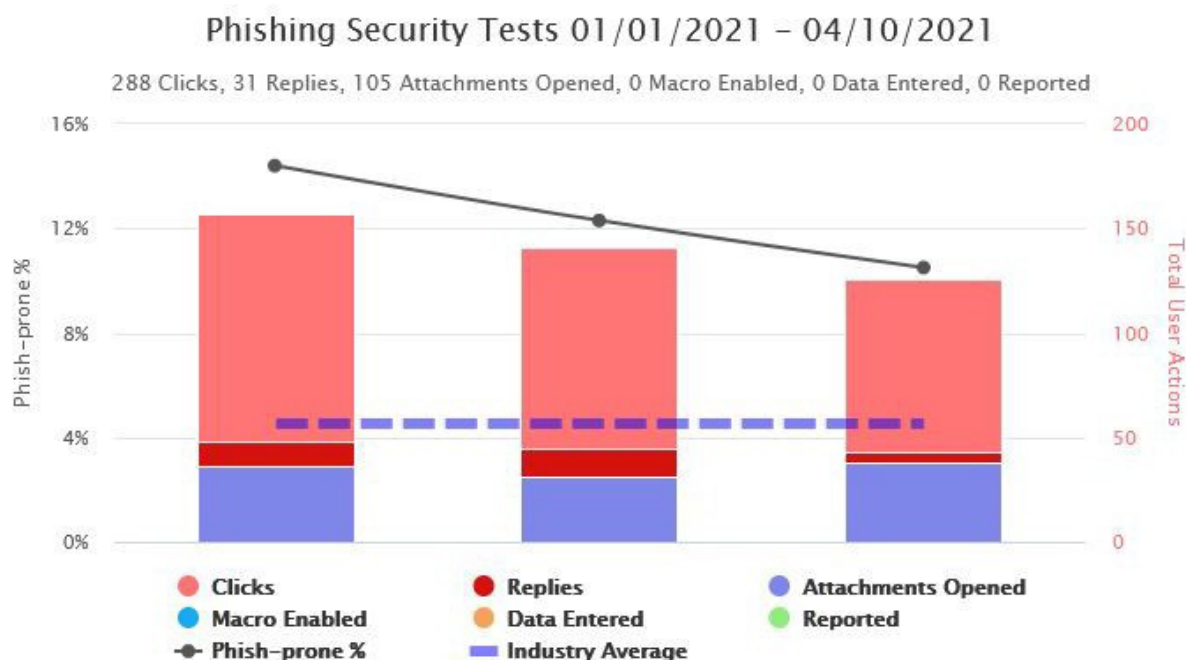
Total Calls – 510

- **Answered** – 453 (88.8%)
 - Avg. time to Answer – 15 seconds
- **Abandoned** (Long, Short) – 52 (10%), 9 (0.2%)
 - Avg. time to Abandon – 53 seconds
 - Short Abandons are calls that hang up within 6 seconds of calling
- **Voicemail** – 5 (1%)
- **Total call duration** – 25.05 hours

Overall Service Level – 96.1%

INFORMATION SERVICES DIVISION MONTHLY UPDATE

KnowBe4 Phishing Campaign – Quarterly



Third Quarter Security Awareness test saw a Phish-prone change of 1.8%, from 12.3% in Q2 to 10.5% in Q3. Difficulty of the Q3 security test was identical to 2nd Quarter levels, which were increased from 1st Quarter levels. Industry standard for Government is 4.5%, which is roughly half of our current percentage. Our Phish-prone score is trending down, but further tests will be coming outside the Quarterly campaign to keep up employee awareness.

Public Safety Communications Update

The Point Arena microwave repairs and installation work is scheduled for October 11, 2021 to replace the damaged Microwave equipment and finalize completion the south coast microwave loop. This work includes completing the Microwave dish/antenna and transmission line system at the Point Arena AT&T 10 mile site and new weather resistant equipment cabinets at the Point Arena Air Force Radar site. The weather resistant equipment cabinets have been specified, approved and ordered.

Public Safety Communications Microwave Radio System MPLS Project Update

The vendor and Information Services Division staff have completed the MPLS data system final engineering and design review. Information Services Division staff have completed the staging area for the vendor to configure and test all components in a simulated environment prior to taking the equipment to each microwave site. All MPLS equipment has been set up and is in the process of being provisioned, configured and programmed. The vendor and Information Services Division staff are currently staging, testing and configuring the MPLS system in its entirety the last two weeks of September 2021 and will be completing the MPLS system staging and testing by mid-October. The completed MPLS system will be installed and powered up the week of October 18th. The new MPLS system equipment will be cut

INFORMATION SERVICES DIVISION MONTHLY UPDATE

over to all County Agencies late October/early November upon completion of all MPLS installation tasks and work. This process will minimize downtime and disruptions to Public Safety Communications and County data to an absolute minimum.

Public Safety Communications Microwave Radio System Simulcast Repeater Upgrade Project Update

The Simulcast Repeater Upgrade Project is currently proceeding. Phase 1A system design has been completed. The vendor has ordered all materials and components to complete Phase 1A of the project, parts and materials are arriving currently for the installation to begin. Repeater installations are scheduled to begin late October/Early November pending arrivals of materials and contractor availability. The funding required to finish this project has been approved by the Board of Supervisors and is anticipated to be received at first quarter budget. In preparation for receipt of the additional funding, Information Services Division staff have completed the phase 1B design and engineering process. Information Services Division staff are currently preparing the scopes of work, documents and schematic diagrams for the vendor proposals.

Development and Business Applications Update

MUNIS Upgrade – Finance System Upgrade and Improvements

Preparations for the major upgrade to version 19.1 are now in full swing. The Information Services Division, working in conjunction with staff from Human Resources, the Auditor's office, and the Executive Office, has been working with Tyler Technologies on strategies to improve the Munis finance/HR/Payroll systems efficiently. This includes, but is not limited to, changes to how the position control module is configured, changes to how payroll is processed, the addition of an Employee Self Service feature, and many other items. Some of these improvements will be realized in the current Munis version, while some will wait for our go-live date in early February of 2022.

Property Tax Software System (Aumentum)

The Information Services Division is trying to put the AUTOMATION into AUMENTUM.

The Information Services Division, the Auditor's Office, the Treasure Tax Collector, and Assessor Clerk Recorder's Office have been working diligently in coordination with our partners at Aumentum Technologies to add functionality to the Mendocino County Public Access Service Portal. This website is an online self-service portal for property tax billing and information, parcel information, and special district information

Current functionality supported on the Public Access Portal includes:

- Pay Annual secured Tax Bills
- Pay Unsecured Tax Bills
- Provide information to our Partners including Mortgage companies
- Provide Tax Rate information to the Special Districts

The next Aumentum module to come online will be the Tax Sale Module, allowing for automation of the process of selling tax-foreclosed properties. We expect this to come online in early 2022.

INFORMATION SERVICES DIVISION MONTHLY UPDATE

Document Imaging

The Information Services Division has completed an upgrade to our DocuWare installation, to version 7.3. Several projects have been waiting for this upgrade, and the improvement in functionality will help us move these projects forward. The focus of these initiatives can be expressed in three basic areas:

1. Scanning of documents that are on paper, allowing us to destroy them when consistent with retention policies.
2. Incorporating already digitized and/or scanned files into a document management system that allows for better searching and organization.
3. Creation of online forms that allow us to collect form information without ever having a paper process at all, including the appropriate workflow.

The upgrade to DocuWare 7.3 will allow us to better utilize existing Active Directory information for the creation of workflows that will improve our ability to produce and distribute these automated forms.

Cannabis Portal

As many are aware, the Information Services Division has created a portal on one of the County's public servers for the purpose of allowing re-submission of Cannabis Phase one and two documents. To date, the portal has allowed for the submission to nearly 5600 documents in support of these application re-submittals. By allowing the digital submission of these documents, county staff does not have to receive them by mail, fax, and/or email, allowing the documents to be more quickly reviewed for content. It is expected that the portal will remain open until the end of October.

BARBARA A. MOED
Air Pollution Control Officer
www.mendoair.org



306 East Gobbi Street
Ukiah, California 95482
(707) 463-4354 Fax: 463-5707
mcaqmd@mendocinocounty.org

**Mendocino County
Air Quality Management District**

**Quarterly Update to CEO Report
October 2021**

Primary staff activities the last three months have involved our:

- **Air Monitoring Program:** *The District is on the verge of being designated in Attainment of all federal and state Ambient Air Quality Standards.* The CA Air Resources Board is poised to change Mendocino County Air Quality Management District's State Designation Status for Particulate Matter 10 μm (PM10) from non-attainment to attainment of the CA PM10 ambient air quality standard, based upon review of data collected by the District during the last three years. This is a substantial achievement following a non-attainment state designation for PM10 since the early 1980s. We published eight Air Quality Advisories in August and five in September due to local smoke impacts predominantly from surrounding wildfires to the north and east of Mendocino County. We concurrently deployed a portable particulate monitor to Covelo to track smoke impacts. We deployed another particulate monitor during the Hopkins fire in Calpella. Staff maintains four regulatory monitors and ancillary equipment which continuously report PM and ozone data, as well as assuring data quality, and undergoing regular audits by the CA Air Resources Board.
- **Regulation 2, Open Outdoor Burning:** Staff and outside Air District Counsel has improved proposed draft revisions following input from Cal Fire MEU, Ukiah Valley Fire, Anderson Valley Fire; Little Lake Fire, Ft Bragg Fire and outreach at Mendocino County Fire Chiefs Association on July 14, 2021. Our meeting for feedback from the Farm Bureau has been delayed, but is upcoming. We plan to present proposed revisions to Regulation 2 to the District Board on December 7, 2021.
- **Permitting stationary sources:** Staff has been calculating annual permit fees for upcoming invoicing. We received 18 new Authority to Construct applications.
- **Investigations:** Investigated 8 complaints resulting in no Notices of Violation.
- **Asbestos NESHAPS Demolition/Renovation Program:** 8 asbestos removal projects; 29 sign-offs;
- **Referral Reviews:** Cannabis Cultivation Checklist Reviews: 40; Planning Document Reviews: 33

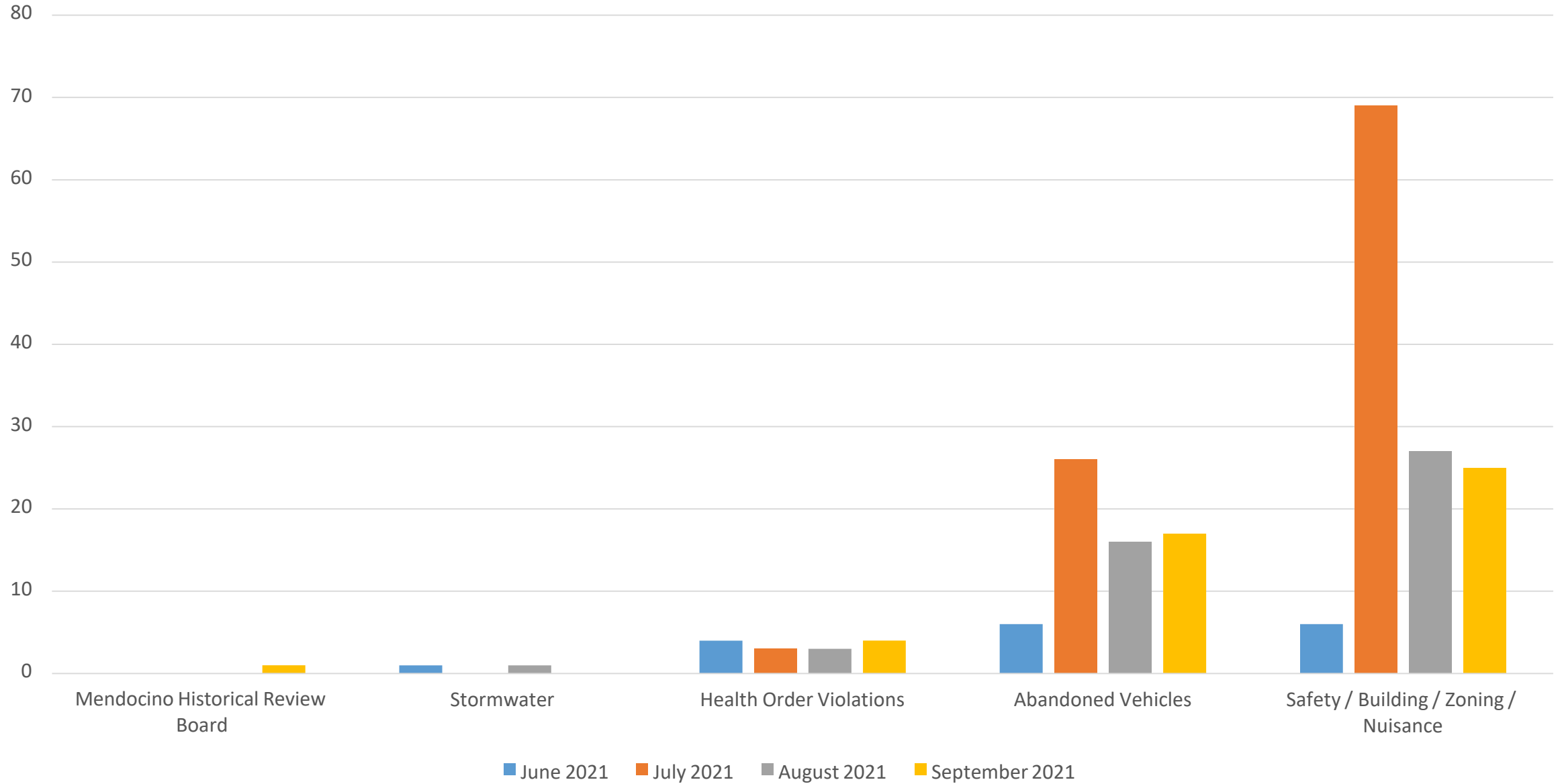
- **Carl Moyer Grants:** Staff calculated cost effectiveness and ranked 14 proposed projects. Staff is preparing Board agenda item for approval of proposed projects.
- **Smoke Management Program (SMP)** and Prescribed Burn Monitoring Grant: These programs have been dormant during this quarter's burn ban, except for reporting and administrative activities.
- **Public Records Requests: 7.**

Attachment 9

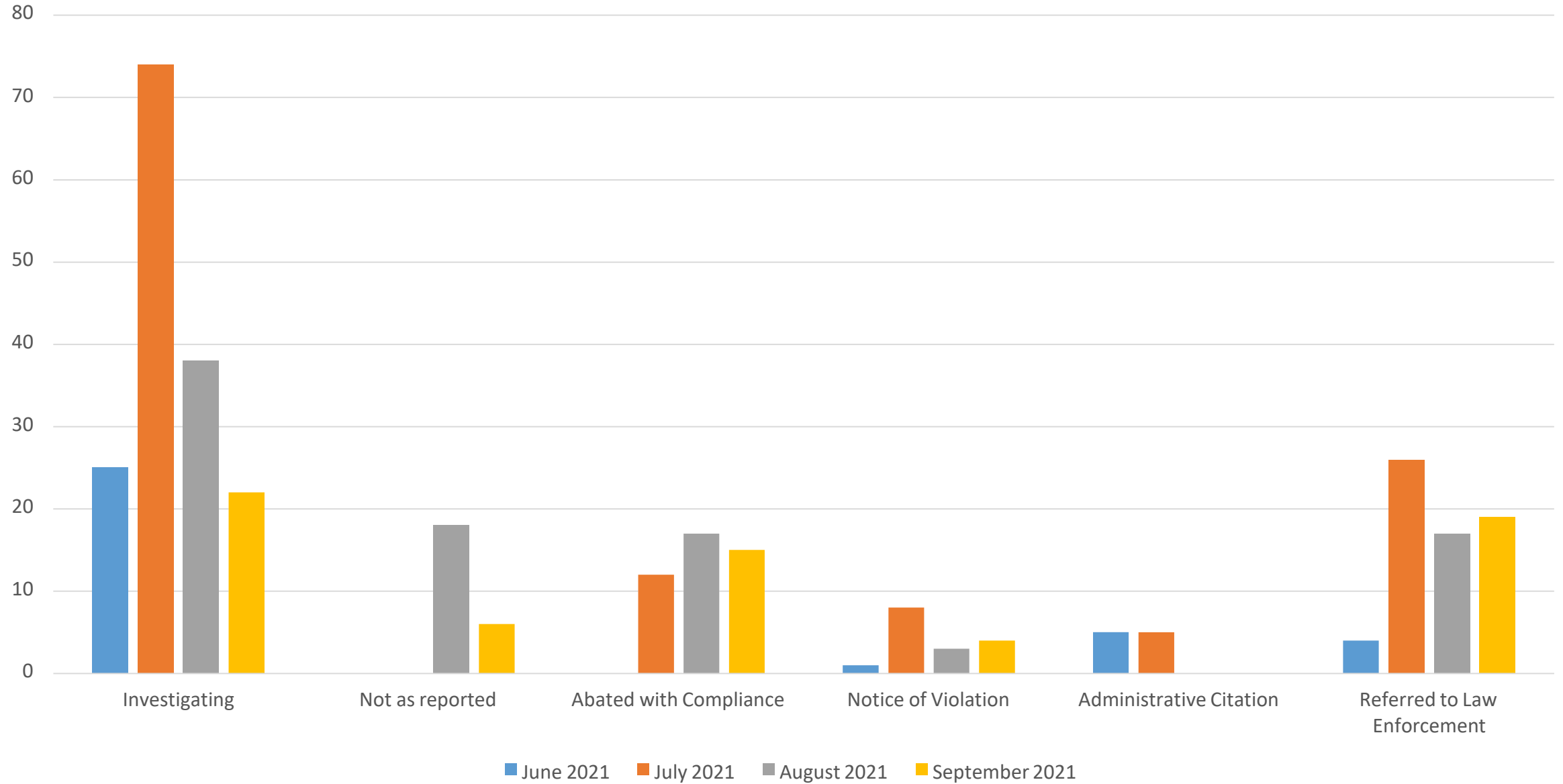
CODE ENFORCEMENT DATA

NON-CANNABIS COMPLAINTS	June 2021	July 2021	August 2021	September 2021	
Mendocino Historical Review Board	0	0	0	1	
Stormwater	1	0	1	0	
Health Order Violations	4	3	3	4	
Abandoned Vehicles	6	26	16	17	
Safety / Building / Zoning / Nuisance	6	69	27	25	
Total	17	98	47	47	
NON-PERMITTED CANNABIS COMPLAINTS					
Investigating	25	74	38	22	
Not as reported	0	0	18	6	
Abated with Compliance	0	12	17	15	
Notice of Violation	1	8	3	4	
Administrative Citation	5	5	0	0	
Referred to Law Enforcement	4	26	17	19	
Total	35	125	93	66	
IN PROGRAM COMPLAINTS					
Investigating	4	17	16	14	
Code Enforcement Compliance Achieved	0	0	1	18	
Notice of Violation	0	0	0	0	
Administrative Citation	0	0	0	0	
Total	4	17	17	32	
CANNABIS COMPLAINTS BY LOCATION					
Dos Rios				1	
Fort Bragg				1	
Hopland				1	
Point Arena				1	
Talmage				1	
Yorkville				1	
Calpella				2	
Potter Valley				2	
Covelo				5	
Laytonville				8	
Ukiah				8	
Redwood Valley				10	
Willits				24	
Total				65	
CANNABIS PLANTS ABATED					
Number	3682	3975	996	894	
Total				9547	
PENALTIES					
Number of Citations Issued	5	5	0	0	
Cannabis Compliance Outstanding Post Citation	7	5	5	1	
Amount of Penalties Issued	\$ 2,311,530.00	\$ 207,000.00	\$ 29,700.00	\$ -	
Amount of Penalties Collected	\$ 110,640.00	\$ 8,000.00	\$ -	\$ 685.00	

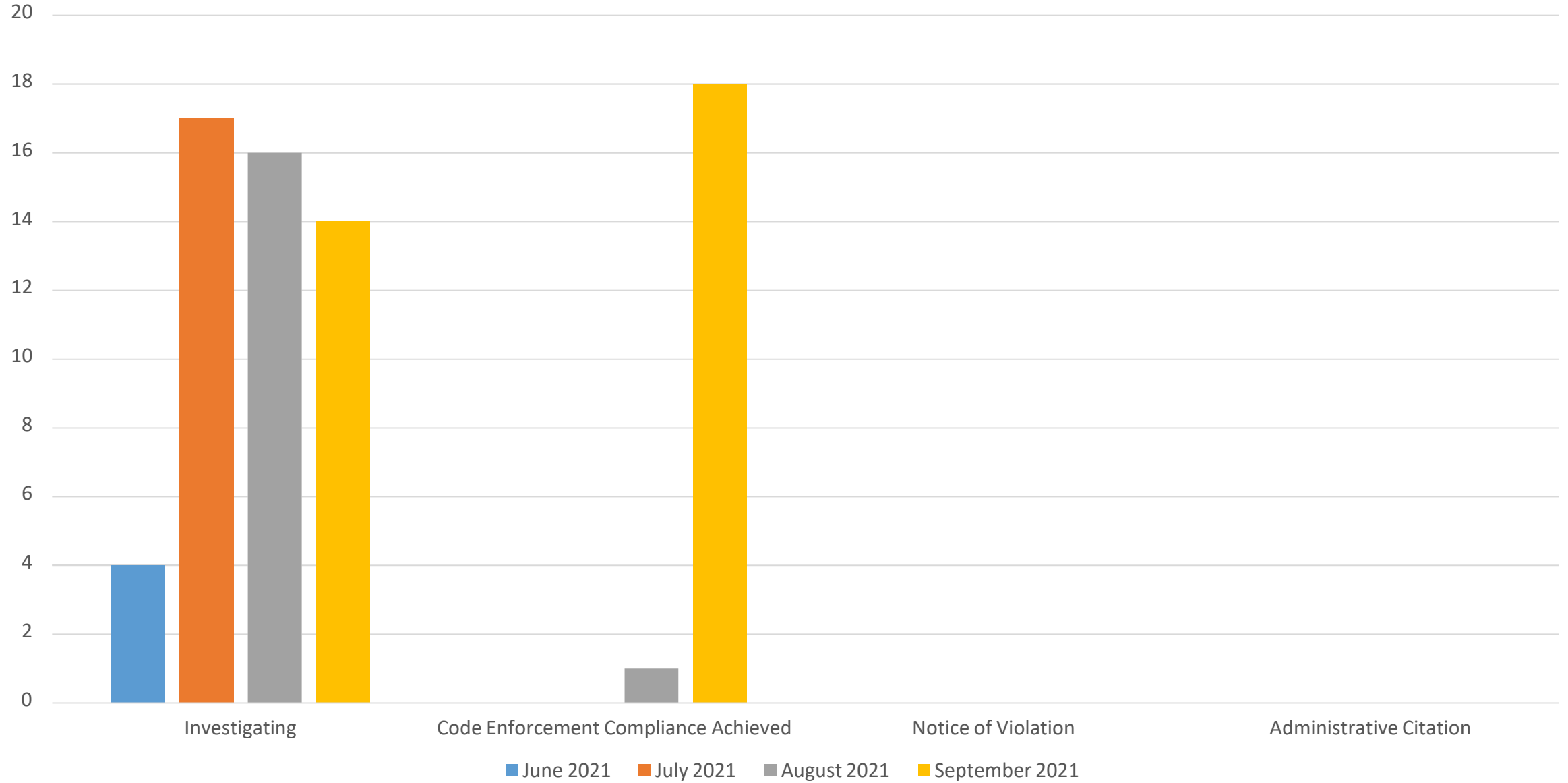
CODE ENFORCEMENT – NON-CANNABIS COMPLAINTS



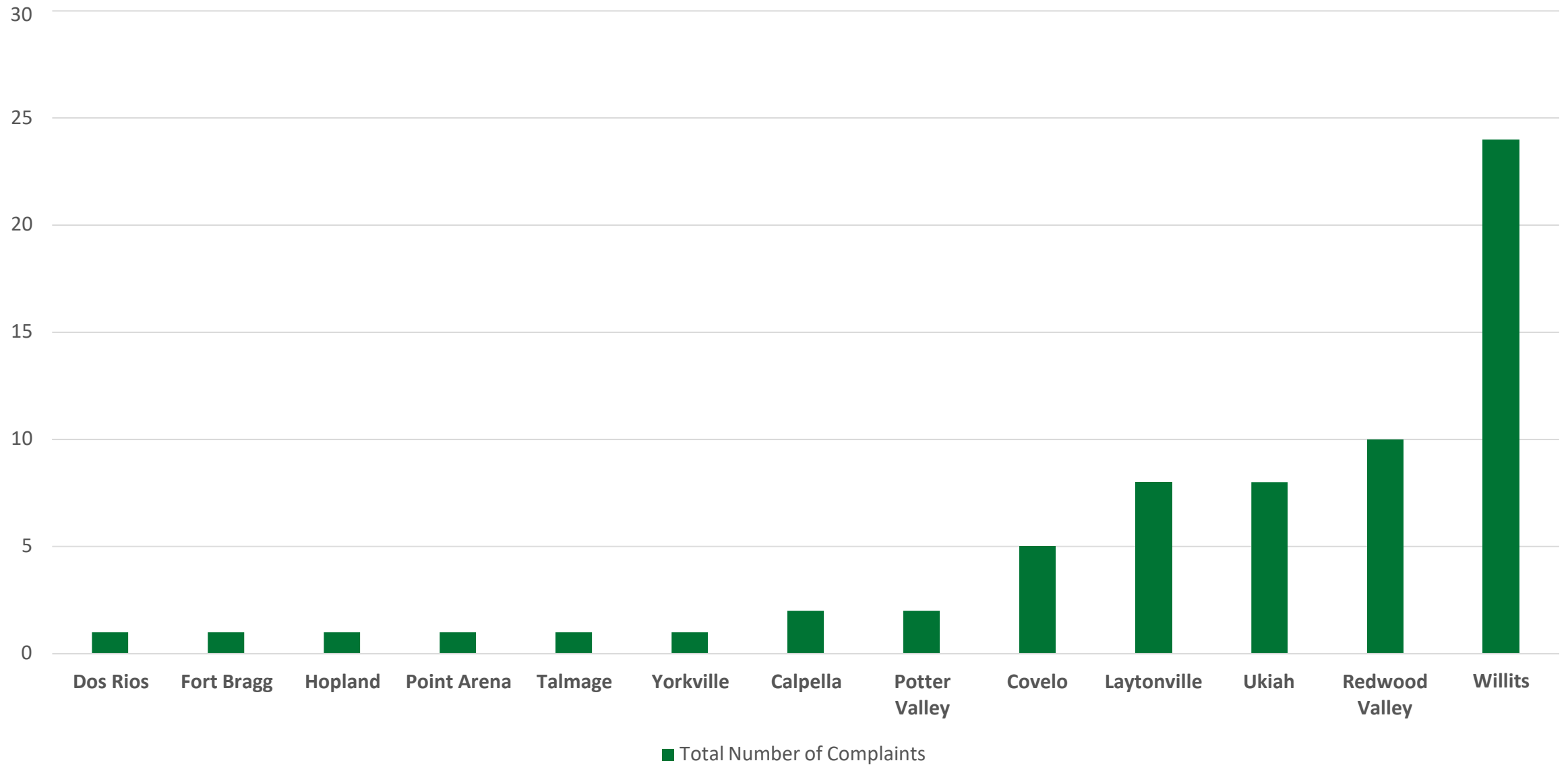
CODE ENFORCEMENT – NON-PERMITTED CANNABIS COMPLAINTS



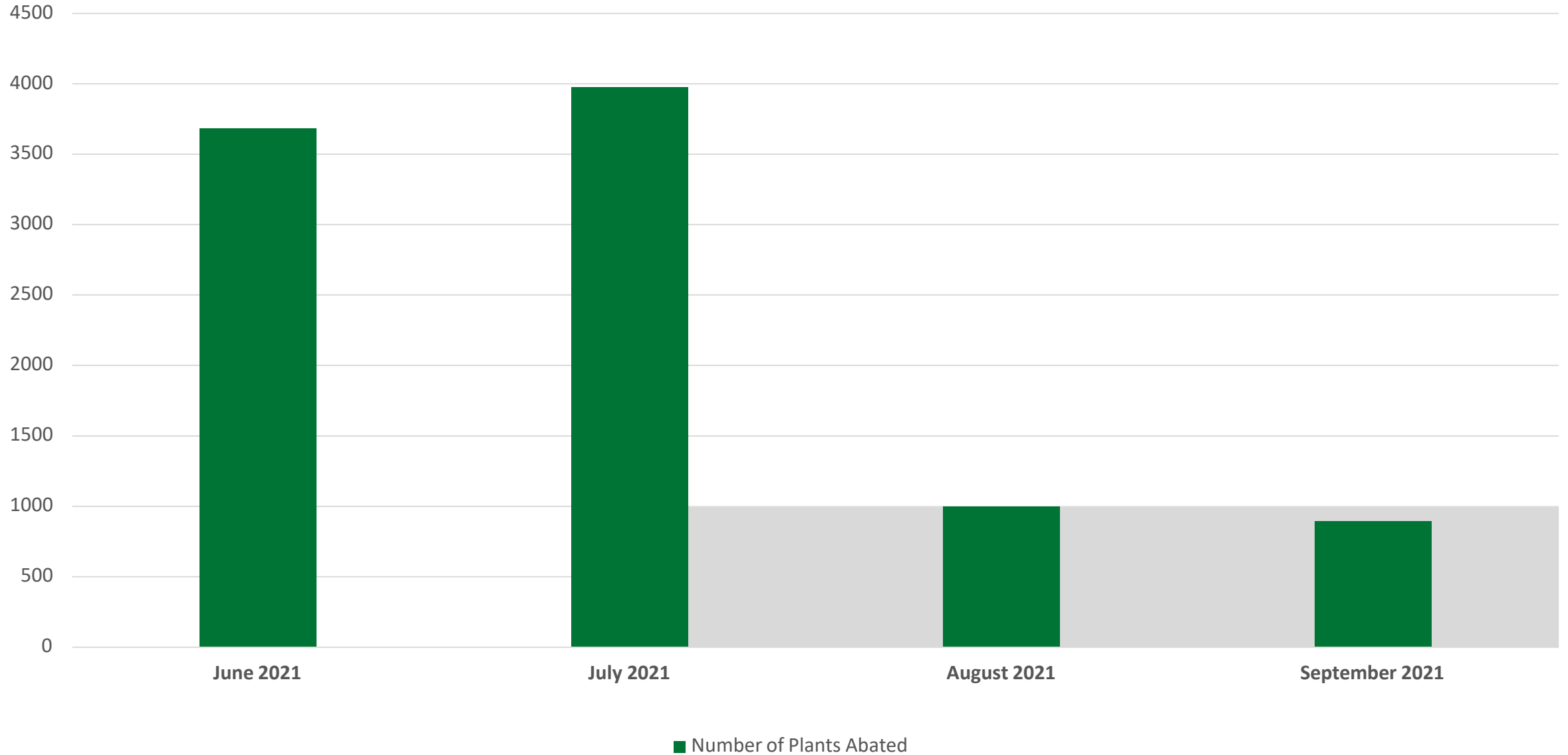
CODE ENFORCEMENT – IN-PROGRAM CANNABIS COMPLAINTS



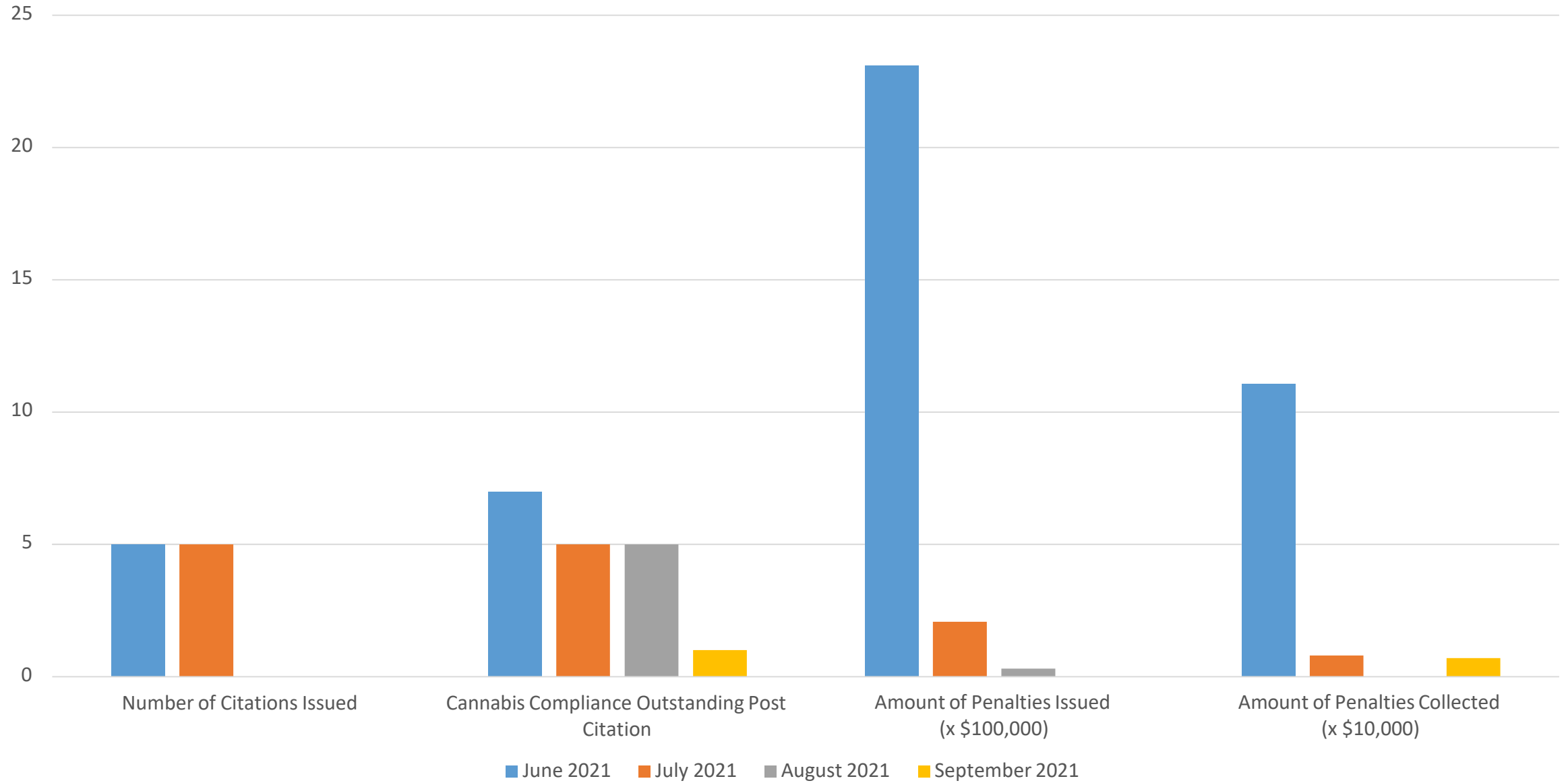
CODE ENFORCEMENT – CANNABIS COMPLAINTS BY LOCATION SEPTEMBER 2021



CODE ENFORCEMENT – CANNABIS PLANTS ABATED



CODE ENFORCEMENT – PENALTIES



Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
21-86	9/14/21	5A)	Discussion and Possible Action Including an Update Associated with the Novel Coronavirus (COVID-19); and Provide Possible Direction Regarding Essential Services in Mendocino County, Operational Preparation and Response, and Associated Countywide Economic Impacts (Sponsor: Public Health)	GENERAL CONSENSUS OF THE BOARD to Pause implementation of County Employee Covid Testing program while staff is trying to line up additional testing support and direction from both CAL OSHA and the federal government.	Human Resources/Public Health/Risk	ON HOLD	
21-85	9/14/21	6A)	Supervisors' Reports Regarding Board Special Assignments, Standing and Ad Hoc Committee Meetings, and Other Items of General Interest	FORMATION OF AN AD HOC COMMITTEE consisting of Supervisor Williams and Supervisor Gjerde regarding the fiscal year 21/22 budget process.	Board of Supervisors	IN PROCESS	
21-84	9/14/21	5H)	Chief Executive Officer's Report (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to request that the Auditors Office provide the Board with a monthly fiscal report.	Auditor-Controller	IN PROCESS	On-going.
21-83	9/14/21	5F)	Discussion and Possible Action Including Acceptance of a Presentation from Code Enforcement Division Regarding Current Data, Statistical Information and Overall Division Metrics (Sponsor: Planning and Building Services)	GENERAL CONSENSUS OF THE BOARD to direct the Executive Office to work with the Air Quality Management District and determine what their resources are and what other resources may be required to take the initial step of shutting down alder burns related to HIP camps.	Executive Office/Air Quality	IN PROCESS	
21-80	8/31/21	5C)	Discussion and Possible Action Including Acceptance of the Presentation of the Introduction of the Mendocino County Parks Needs Assessment Phase II by Blue Point Planning and Provide Direction to Consultant for Completion of Assessment (Sponsors: General Services Agency)	CREATION OF AN AD HOC COMMITTEE consisting of Supervisors Mulheren and McGourty to work with staff regarding the Parks Needs Assessment and to return to the Board at a later date with parks management options.	Board of Supervisors	IN PROCESS	County staff had a kick off meeting with the Parks Needs Assessment consultants on 9/16; coordination for the first meeting of the ad hoc will be initiated to discuss next steps.
21-79	8/31/21	6A)	Discussion and Possible Action Including Acceptance of Update from the Drought Task Force Ad Hoc Committee (Sponsor: Drought Task Force Ad Hoc Committee of Supervisors Haschak and McGourty)	GENERAL CONSENSUS OF THE BOARD to Direct staff to return with an analysis regarding the amount of Transient Occupancy Tax funds received annually, where the funds came from, and how the funds were used in the last 10 years.	Executive Office/Treasurer-Tax Collector	IN PROCESS	9-9-21: Report ready through FY 19/20 waiting for Auditor Controller to close FY 20/21.
21-77	8/17/21	5A)	Discussion and Possible Action Including Appointment of an Ad Hoc Committee Regarding Responses to the 2021-2022 Grand Jury Report – Sponsor: County Counsel	GENERAL CONSENSUS OF THE BOARD to refer the Information Technology Grand Jury Report to the Information Technology Ad Hoc	Board of Supervisors	IN PROCESS	
21-75	8/3/21	5B)	Discussion and Possible Action Including Selection of Outside Counsel to Provide Legal Advice and Representation to the Mendocino County Sheriff's Office Regarding Areas in Which County Counsel Has a Conflict of Interest	GENERAL CONSENSUS OF THE BOARD to authorize the Sheriff to select one of the four listed attorneys for the scope of work articulated previously, and authorize the hiring of the Manning firm to represent the Sheriff, in the event that the he does not choose one of the four himself.	Sheriff	IN PROCESS	
21-74	8/3/21	5B)	Discussion and Possible Action Including Selection of Outside Counsel to Provide Legal Advice and Representation to the Mendocino County Sheriff's Office Regarding Areas in Which County Counsel Has a Conflict of Interest	GENERAL CONSENSUS OF THE BOARD to Direct staff to contract with counsel to provide Sheriff Kendall with a legal opinion in regards to the legality of the consolidation of Sheriff's IT department and the County's existing IS department.	County Counsel/Sheriff	IN PROCESS	
21-73	8/3/21	5B)	Discussion and Possible Action Including Selection of Outside Counsel to Provide Legal Advice and Representation to the Mendocino County Sheriff's Office Regarding Areas in Which County Counsel Has a Conflict of Interest	GENERAL CONSENSUS OF THE BOARD to Direct staff not to proceed with the consolidation of the Sheriff's IT department and the County's existing IS department until such time as a determination is made by way of an Attorney General opinion in regards to whether or not it is prohibited by the relevant government code sections.	County Counsel/Sheriff	IN PROCESS	
21-72	8/3/21	5A)	Discussion and Possible Action Including an Update Associated with the Novel Coronavirus (COVID-19); and Provide Possible Direction Regarding Essential Services in Mendocino County, Operational Preparation and Response, and Associated Countywide Economic Impacts	GENERAL CONSENSUS OF THE BOARD to Direct the Mendocino County Human Resources Department to implement a policy regarding proof of COVID-19 vaccination for vaccinated employees and regular testing for unvaccinated employees, as an example for all other employers in Mendocino County.	Human Resources	IN PROCESS	

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
	9/28/21			FORMATION OF AN AD HOC COMMITTEE comprised of Supervisors Gjerde and Haschak to focus on issues concerning Housing in Mendocino County.		IN PROCESS	
21-69	7/19/21	3)	Public Expression	GENERAL CONSENSUS OF THE BOARD to direct County Counsel to work with Environmental Health staff to bring an item back as soon as possible in regards to administerial permits related to chapter 22.18.	County Counsel/Environmental Health	IN PROCESS	
21-66	6/22/21	5G)	Discussion and Possible Action Including Direction to Staff to Draft an Ordinance Making Amendments to Chapter 22.18 of the Mendocino County Code, Including, But Not Limited To, Imposing a Phased Cap on the Size of Cannabis Cultivation Sites Initially of One or Two Acres Per Parcel – Sponsor: County Counsel	GENERAL CONSENSUS OF THE BOARD to direct staff to return with an amended ordinance including language for reducing the cap on cannabis cultivation to 2 acres for a limited time, leaving a cap of 10 percent of the total parcel size in place, and returning by way of public hearings every three years beginning on January 1, 2023 to possibly increase the cap over time, with 5 acres possible on January 1, 2026 and up to ten acres maximum possible no sooner than January 1, 2029.	County Counsel	IN PROCESS	
21-65	6/22/21	4AX)	Adoption of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation Sites	GENERAL CONSENSUS OF THE BOARD: Direct County Counsel to make edits to the Memorandum previously released to the full Board regarding the effect of referenda on the Cannabis Ordinance.	County Counsel	IN PROCESS	
21-60	6/9/21	5A)	Noticed Public Hearing - Discussion and Possible Action Including Approval of the Mendocino County Proposed Budget for Fiscal Year (FY) 2021-22, Including All Recommended Actions and Adjustments – Sponsors: Executive Office and Auditor-Controller	GENERAL CONSENSUS OF THE BOARD to direct the Executive Office to present an updated Vehicle Replacement Plan/program, including timelines for implementation.	Executive Office	IN PROCESS	Facilities staff are working with the Executive Office Fiscal Team on a vehicle replacement program and formula and anticipate presenting during the First Quarter Budget.
21-57	6/8/2021	5E)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2021-22, Including All Recommended Actions and Adjustments – Sponsors: Executive Office and Auditor-Controller	GENERAL CONSENSUS OF THE BOARD to Direct staff to review the Boonville Fairgrounds as a potential site for Community Resource Center/public use during outage	Executive Office	IN PROCESS	
21-56	6/8/2021	5E)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2021-22, Including All Recommended Actions and Adjustments – Sponsors: Executive Office and Auditor-Controller	GENERAL CONSENSUS OF THE BOARD to Direct staff to return with an alternate plan for a Pilot Program utilizing both generator and solar options rather than relying on gas powered generators in the event of mass outages throughout the County.	Executive Office	IN PROCESS	Facilities staff are working on an energy assessment of the County's owned real property. It is anticipated that the results of this assessment will include potential projects for Board consideration.
21-49	5/11/21	4A)	Direction to Staff to Begin Fully Assessing, Billing and Collecting Cannabis Business Tax, in the Current Calendar Year, to Initially Focus Expanded Application on Unlawful Cannabis Cultivation Sites that are Subject to Other Enforcement Action; Further to Direct Treasurer Tax Collector, County Counsel and Code Enforcement to Provide a Report at the End of the Year with Recommendations (Sponsor: Supervisor Williams)	GENERAL CONSENSUS OF THE BOARD to direct staff to return at a future meeting with an agenda item regarding the minimum tax required for cannabis cultivation, including information regarding the appeals process of said cannabis tax.	Cannabis/Treasurer-Tax Collector	IN PROCESS	The program plans to focus on this in November, after the Portal and other items are completed.
21-46	5/4/21	5B)	Discussion and Possible Action Regarding Presentation of the Third Quarter Budget Report on the Status of County Departmental Budgets and Executive Office Recommendations for Fiscal Year (FY) 2020-21; and Adoption of Resolution Amending the FY 2020-21 Adopted Budget (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to direct the Executive Office to work with Department Heads in developing suggestions for one time expenses that will reduce ongoing expenses.	Executive Office	IN PROCESS	

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
21-45	5/4/21	5B)	Discussion and Possible Action Regarding Presentation of the Third Quarter Budget Report on the Status of County Departmental Budgets and Executive Office Recommendations for Fiscal Year (FY) 2020-21; and Adoption of Resolution Amending the FY 2020-21 Adopted Budget (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to Direct Staff to have all County-Wide Public Facing services/Permit Applications be made available online by the end of calendar year 2021, starting with PBS and Cannabis as a priority; further, that staff is directed to work with the IT Ad Hoc to prioritize the remaining public facing services/permit applications.	Cannabis/Information Services	IN PROCESS	Permit Portal Updates are included in monthly CEO Reports. Weekly Cannabis Technical Team meetings are ongoing and currently focused on monitoring and trouble shooting Portal implementation, and the development of electronic renewal application which we hope to provide the public before the end of the year. Phase 3 application development will be scheduled for development as this pathway is made clear.
21-44	5/4/21	5B)	Discussion and Possible Action Regarding Presentation of the Third Quarter Budget Report on the Status of County Departmental Budgets and Executive Office Recommendations for Fiscal Year (FY) 2020-21; and Adoption of Resolution Amending the FY 2020-21 Adopted Budget (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to Direct PBS Staff to work with the Executive Office to bring back an estimation of the costs associated with bringing the Planning and Building Services permit program online	Planning & Building Services/Executive Office	IN PROCESS	
21-36	4/27/21	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to direct staff to come back with a plan to curtail water hauling under phase one and a plan for enforcement regarding water hauling restrictions going forward	Cannabis	IN PROCESS	
21-34	4/27/21	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to direct staff to include the implementation of a tracking log regarding emergency water hauling for cannabis cultivation including information regarding gallonage, hauling company, source of water, and date.	Cannabis	IN PROCESS	Will be on-going for the Department. Note that additional direction was provided by the Board on 6.22.2021 regarding water hauling, with direction to Counsel to address water hauling sources during the drought.
21-33	4/27/21	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to direct oak woodlands Ad Hoc to provide a status report on the oak woodlands ordinance to the full board within 60 days	Planning & Building Services	IN PROCESS	Outreach has been made to the Ad Hoc created, no meetings have yet been scheduled with staff.
21-31	4/27/21	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD direct staff to bring back a future agenda item regarding hydrological studies and groundwater requirements for agricultural sites exceeding 1500 gallons of pumped water per day by water well	Planning & Building Services/Environmental Health	IN PROCESS	9-12-2021: Reviewing notes to see if this was beyond the inclusion in the draft of Chapter 22.18. Environmental Health will be included as well. Referendum filed.
21-30	4/19/21	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to direct staff to notify phase 1 applicants to complete submittal of documents within 60 days.	Cannabis	IN PROCESS	Relates to Portal - Portal is currently live and active.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
21-26	4/19/21	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to direct staff to include language regarding discouragement of fencing unless deemed appropriate through the planning commission process, providing it is not deemed otherwise necessary.	Planning & Building Services	IN PROCESS	Will be included in the next draft of the ordinance. Will be included in guidance document that was authorized for the Department to create as part of Chapter 22.18.
21-22	4/19/21	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	GENERAL CONSENSUS OF THE BOARD to direct staff to make a deadline publicly available by the end of April for phase 1 applications/requests for information to be completed.	Cannabis	IN PROCESS	Related to the Cannabis portal system for Phase 1 applicants to re-submit to the department.
21-21	4/19/21	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	BY ORDER OF THE CHAIR to direct staff to provide regular reports to the Board regarding Cannabis.	Cannabis	IN PROCESS	On-going. Committed to continually providing monthly updates via the CEO Report.
21-20	4/19/21	3B)	Noticed Public Hearing - Discussion and Possible Action Including Introduction and Waive First Reading of an Ordinance Adopting Mendocino County Code Chapter 22.18 - Commercial Cannabis Activity Land Use Development Ordinance and Making Corresponding Amendments to Chapter 10A.17 - Mendocino Cannabis Cultivation Ordinance and Chapter 20.242 - Cannabis Cultivation (Sponsor: Planning & Building Services)	BY ORDER OF THE CHAIR direct staff to provide regular reports to the Board regarding Cannabis Code Enforcement monthly within the CEO Report, or on the regular agenda as needed.	Planning & Building Services	IN PROCESS	On-going. First report was provided as part of CeO report for the 6.22.2021 BOS meeting.
21-17	3/23/21	5C)	Discussion and Possible Action Including Adoption of Resolution Adopting a New Classification - Director of Information Services (Chief Information Officer), Salary No. 6298; and Amending the Position Allocation Table as Follows: Budget Unit 1960, Add 1.0 FTE Director of Information Services (Chief Information Officer) (Sponsor: Human Resources)	GENERAL CONSENSUS OF THE BOARD: Direct staff to look into the titles of both the "Information Services" department and the proposed "Chief Information Officer" position and see if a switch in titles to include "Information Technology" would be less misleading.	Human Resources	IN PROCESS	
21-15	3/22/21	3B)	Discussion and Possible Action Regarding Presentation to the Board of Supervisors from Behavioral Health and Recovery Services on Status Report of Activities Related to the Mental Health Treatment Act Citizen's Oversight Committee Projects and Programs (Sponsor: <u>Health and Human Services Agency</u>)	GENERAL CONSENSUS OF THE BOARD: Conduct an annual independent audit of Measure B Funds.	Auditor-Controller	IN PROCESS	
21-12	3/9/21	6B)	Supervisors' Reports Regarding Board Special Assignments, Standing and Ad Hoc Committee Meetings, and Other Items of General Interest	GENERAL CONSENSUS OF THE BOARD to include cannabis in the Crop Report going forward, and request an addendum regarding 2019 cannabis data to be reviewed by Supervisor McGourty and included on an <u>upcoming Consent Calendar</u> .	Agriculture/Board of Supervisors	IN PROCESS	7-8-21: We worked with Cal Cannabis and the MCA to send cannabis production surveys. We had very limited results. We also reached out to the county auditor, the treasurer and Kristin Nevedal, Cannabis Program Manager.
21-07	3/9/21	5D)	Discussion and Possible Action Regarding Presentation of the Fiscal Year (FY) 2020-21 Mid-Year Budget Report on the Status of County Departmental Spending and Revenues For FY 2020-21 and Executive Office Recommendations; and Adoption of Resolution Amending the FY 2020-21 Adopted Budget (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD direct staff to provide analysis of how much the county is collecting from different entities, in order to determine how many of the cannabis tax payers are paying the minimum versus how many are paying a percentage of revenue	Auditor/Cannabis/Treasurer/PBS	IN PROCESS	9-15-21: Supervisor Williams has since requested the 'tax roll' from the TTC. Kristin will reach out for this information and provide a data update sometime in November.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
21-06	3/9/21	5D)	Discussion and Possible Action Regarding Presentation of the Fiscal Year (FY) 2020-21 Mid-Year Budget Report on the Status of County Departmental Spending and Revenues For FY 2020-21 and Executive Office Recommendations; and Adoption of Resolution Amending the FY 2020-21 Adopted Budget (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to Direct the Executive Office, Planning and Building Services, and Auditor's Office to work together to clarify projections of the cannabis tax revenue based on the Planning Departments estimate of how many of these farms will make it to annual license stage.	Executive Office/Planning & Building Services/Auditor	IN PROCESS	
21-04	2/23/21	6B)	Supervisors' Reports Regarding Board Special Assignments, Standing and Ad Hoc Committee Meetings, and Other Items of General Interest	GENERAL CONSENSUS OF THE BOARD to include Measure B direction as a special topic on an upcoming agenda.	Health and Human Services Agency	IN PROCESS	
20-70	1/5/21	4O)	Adoption of Ordinance Amending Mendocino County Code Chapters 1.04, 1.08 and 16.30 Relating to Code Enforcement Procedures and Regulations, Including Administrative Penalty Increases Relating to Stormwater, Cannabis and Building Violations	DIRECTIVE: GENERAL CONSENSUS OF THE BOARD to direct staff to send 5 day notice via certified mail (in relation to agenda item 4o)	Planning & Building Services	IN PROCESS	
20-67	11/17/20	5C)	Discussion and Possible Action Regarding Presentation of the First Quarter Budget Report on the Status of County Departmental Spending and Revenues for Fiscal Year (FY) 2020-21 and Executive Office Recommendations for FY 2020-21 (Sponsor: Executive Office)	Approve recommendations with the exception of increased contribution to the health care plan and direct staff to bring back a comprehensive proposal to shore up health care plan.	Executive Office	IN PROCESS	Update to the BOS coming forward August 2021.
20-66	11/3/20	5G)	Discussion and Possible Action Including Adoption of Resolution of the Mendocino County Board of Supervisors Ratifying the Ordinance of the Ukiah Valley Fire District Adopting the 2019 Edition of the California Fire Code with Amendments, Regulating and Governing the Safeguarding of Life and Property from Fire and Explosion and for Providing for the Issuance of Permits, Repealing All Other Ordinances and Parts of Ordinances of the Ukiah Valley Fire District in Conflict Herewith (Sponsor: County Counsel)	BY ORDER OF THE CHAIR Agenda Item 5g) is tabled to a later date	County Counsel	IN PROCESS	
20-66	11/3/20	5G)	Discussion and Possible Action Including Adoption of Resolution of the Mendocino County Board of Supervisors Ratifying the Ordinance of the Ukiah Valley Fire District Adopting the 2019 Edition of the California Fire Code with Amendments, Regulating and Governing the Safeguarding of Life and Property from Fire and Explosion and for Providing for the Issuance of Permits, Repealing All Other Ordinances and Parts of Ordinances of the Ukiah Valley Fire District in Conflict Herewith (Sponsor: County Counsel)	GENERAL CONSENSUS OF THE BOARD to provide direction to staff and to the Districts to respond to concerns raised raised in public comment, to work on changes to District Ordinances and bring those back to the board in the future so that the Districts may take an action upon them.	County Counsel	IN PROCESS	
20-60	9/1/20	5N)	Discussion and Possible Action Including Adoption of Urgency Ordinance Enacting Temporary Restrictions on Covid-19 Pandemic Related Commercial and Residential Evictions (Sponsor: County Counsel)	GENERAL CONSENSUS OF THE BOARD to withdraw this item from the agenda and direct County Counsel to bring Item 5N back if it and when it appears appropriate to do so	County Counsel	IN PROCESS	
20-58	8/18/20	4R)	Adoption of Resolution of the Mendocino County Board of Supervisors Ratifying Hopland Fire Protection District's Ordinance No. 20-1, amending "Fire Safety Ordinance" to adopt, by reference, and amend selected provisions, chapters, and appendices of the California Code of Regulations, Title 24, 2019 Edition of the California Fire Code, to Adopt Local Findings, and to Make Technical and Administrative Revisions to the Fire Safety Ordinance	GENERAL CONSENSUS OF THE BOARD to table item 4R),to a later date.	County Counsel	IN PROCESS	
20-57	8/18/20	4P)	Adoption of Resolution of the Mendocino County Board of Supervisors Ratifying the Ordinance of the Ukiah Valley Fire District adopting the 2019 Edition of the California Fire Code with Amendments, Regulating and Governing the Safeguarding of Life and Property from Fire and Explosion and for Providing for the Issuance of Permits, Repealing All Other Ordinances and Parts of Ordinances of the Ukiah Valley Fire District in Conflict Herewith	GENERAL CONSENSUS OF THE BOARD to table item 4P),to a later date.	County Counsel	IN PROCESS	

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
20-56	8/18/20	4O)	Adoption of Resolution of the Mendocino County Board of Supervisors Ratifying Redwood Valley-Calpella Fire Protection District's Ordinance No. 20-1, amending "Fire Safety Ordinance" to adopt, by reference, and amend selected provisions, chapters, and appendices of the California Code of Regulations, Title 24, 2019 Edition of the California Fire Code, to Adopt Local Findings, and to Make Technical and Administrative Revisions to the Fire Safety Ordinance	GENERAL CONSENSUS OF THE BOARD to table item 4O),to a later date.	County Counsel	IN PROCESS	
20-55	8/18/20	5A)	Discussion and Possible Action Including an Update Associated with the Novel Coronavirus (COVID-19), Including Possible Direction Regarding Essential Services in Mendocino County, Operational Preparation and Response, and Associated County-wide Economic Impacts (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to appoint an ad hoc, consisting of Supervisors Brown and Gjerde, to work on staffing continuity issues related to COVID-19.	Board of Supervisors	IN PROCESS	
20-53	8/4/20	5D)	Discussion and Possible Action Including Direction to Staff Regarding tProject Homekey (Sponsor: Executive Office)	GENERAL CONSENSUS OF THE BOARD to form an Ad Hoc Committee, including Supervisors Williams and Gjerde, to work with the City of Fort Bragg on housing.	Board of Supervisors	IN PROCESS	
	7/14/20	5F)	Discussion and Possible Action Including Direction to Staff on Potential Options to Streamline the Business License Process and Amend Regulations contained in Title 6 of County Code, "Business License Regulations," in Response to Board Direction Received January 7, 2020 to Chapter 6.04 of County Code in Response to Board Direction from January 7, 2020	GENERAL CONSENSUS OF THE BOARD to direct staff to proceed with Streamlining Actions 1 and 2 listed in the attached Memo titled "Mendocino County Code Chapter 6.04, Business Licenses."	Executive Office/Planning & Building/Treasurer-Tax Collector	IN PROCESS	
20-49	7/14/20	5F)	Discussion and Possible Action Including Direction to Staff on Potential Options to Streamline the Business License Process and Amend Regulations contained in Title 6 of County Code, "Business License Regulations," in Response to Board Direction Received January 7, 2020 to Chapter 6.04 of County Code in Response to Board Direction from January 7, 2020	GENERAL CONSENSUS OF THE BOARD to direct to Staff to proceed with streamlining Title 6 Regulations One and Two	Executive Office/Planning & Building/Treasurer-Tax Collector	IN PROCESS	In the PBS work plan approved on September 22, this item was prioritized for completion in the FY 2020-21 year. Cannabis workload and other priority projects are taking precedence at this time. With work on cannabis, department has not been able to initiate work on this. Will be moving to FY 2021-2022 work priorities.
20-44	6/10/20	5B)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2020-21, Including All Recommended Actions and Adjustments (Sponsors: Executive Office and Auditor-Controller)	GENERAL CONSENSUS OF THE BOARD Direct Sheriff's Office to present an MOU between the County and Courts along with a cost analysis of the Donovan Room remodel to convert to a courtroom at Adopted on June 23, 2020	Sheriff	ON HOLD	The Sheriff prepared a follow-up item for Board consideration, but pulled it from the agenda after publication. The Sheriff intends to support updates of other expired County/Court MOUs before bringing this back to the Board.
20-41	6/9/20	5A)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2020-21, Including All Recommended Actions and Adjustments (Sponsors: Executive Office and Auditor-Controller)	BY ORDER OF THE CHAIR to review and possibly reduce amount of Agreement with Liebert Cassidy Whitmore for outside counsel related to labor negotiations	Executive Office	IN PROCESS	
20-40	6/9/20	5A)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2020-21, Including All Recommended Actions and Adjustments (Sponsors: Executive Office and Auditor-Controller)	GENERAL CONSENSUS OF THE BOARD to request clarification of terms from HHSA regarding Sonoma County LEMSA Agreement to bring back to the Board as a separate agenda item	Health and Human Services Agency	IN PROCESS	
20-38	6/9/20	5A)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2020-21, Including All Recommended Actions and Adjustments (Sponsors: Executive Office and Auditor-Controller)	GENERAL CONSENSUS OF THE BOARD to reduce TOT expectations for the general fund from 4.5 million to 3.9 million	Executive Office	IN PROCESS	
20-37	6/9/20	5A)	Noticed Public Hearing - Discussion and Possible Action to Approve the Mendocino County Proposed Budget for Fiscal Year (FY) 2020-21, Including All Recommended Actions and Adjustments (Sponsors: Executive Office and Auditor-Controller)	GENERAL CONSENSUS OF THE BOARD to include line item for fire departments for the TOT collection at local campgrounds, totaling 65%	Executive Office	IN PROCESS	

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
20-31	4/28/20	5B)	Discussion And Possible Action Including Adoption Of An Urgency Ordinance Deferring Remittance Of Returns And Taxes, Without Penalty, Pertaining To The Transient Occupancy Tax (Tot) And The Lodging Business Improvement District (Bid) Assessment Due By Non Agent Lodging Operators On April 30, 2020 Until July 31, 2020 - Sponsor: County Counsel	IT IS ORDERED that the Board of Supervisors adopts Urgency Ordinance deferring remittance of returns and taxes, without penalty, pertaining to the Transient Occupancy Tax (TOT) and the Lodging Business Improvement District (BID) Assessment due by non-agent lodging operators on April 30, 2020 until July 31, 2020.	County Counsel	IN PROCESS	
20-23	3/20/20	5A)	Discussion And Possible Action Including An Update Associated With The Novel Coronavirus (Covid-19), Including Possible Direction Regarding Essential Services In Mendocino County, Including Policies In Light Of The Covid-19 Pandemic And An Update On Temporary Closures And/or Reductions In County Facilities And/or Services - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD to direct to staff to prepare a letter of advocacy in relation to In Home Supportive Services during this emergency.	Executive Office	IN PROCESS	
20-21	3/10/2020	6A)	Discussion And Possible Action Including: 1) Direction To The Mendocino County Director Of Health And Human Services To Request Aggregate Patient Outcome Data From Redwood Quality Management (RQMC) And Subcontractors Disseminate With Trends Analysis; 2) Direction To The Chief Executive Officer To Return With Options Regarding A Request For Proposal Process For Adult Mental Health Services; And 3) Direction To The Chief Executive Officer To Return With Estimate Of Mental Health Funds Available For Repurpose To Meet Measure B Promises (Continued From The February 25, 2020, Board Of Supervisors Meeting) - Sponsor: Supervisor Williams	IT IS ORDERED that the Board of Supervisors 1) directs Mendocino County Director of Health and Human Services to request existing aggregate patient outcome data from Redwood Quality Management Company and subcontractors, with referral to Behavioral Health Advisory Board for analysis; 2) directs staff to consult with Behavioral Health Advisory Board and return with for request for proposal process for Adult Mental Health Services; and 3) directs CEO to return with estimate of Mental Health funds available for repurpose to meet Measure B promises.	Health and Human Services Agency	IN PROCESS	
20-19	3/10/20	5C)	Discussion And Possible Direction To Staff Regarding The Preparation Of Mendocino County's Fiscal Year (FY) 2020-21 Budget - Sponsor: Executive Office	GENERAL CONSENSUS OF THE BOARD to direct staff to fund the General Reserve level to 6.35% of prior year General Fund Appropriation per Policy #32, \$13,500,161, if funding is available.	Executive Office	IN PROCESS	
20-13	2/4/20	6C)	Discussion and Possible Action Regarding Implementation of Measure V, "Declaring Intentionally Killed and Left Standing Trees a Public Nuisance" (Sponsors: Supervisors Haschak and Williams)	The Board of Supervisors directs County Counsel to return on the March 24, 2020, Regular meeting with an enforcement plan, focused on mitigating expense; and affirm our intention to collaborate with industry to research compliance with willingness to fast track alternatives where possible.	County Counsel	IN PROCESS	
20-10	1/21/20	6C)	Discussion and Possible Action Regarding Formal Request for a Subsidy Price Estimate from Mendocino Coast Healthcare District (MCHD), Transferable to Adventist Health, for One Advanced Life Support (ALS) Ambulance to Be Used Primary for the 101 Corridor in Collaboration with Coastal Valleys EMS Agency, for 911 Responses and Inter-Facility Transfers, as Appropriate	Direct Coastal Valleys EMS to perform fiscal analysis of current system and potential enhancements.	Executive Office	IN PROCESS	
20-08	1/21/20	5C)	Discussion And Possible Action Including An Update On Energy Efficiency Project Identification Efforts Underway; And Provide Possible Direction To Staff To Conduct A Competitive Process To Procure A Contractor For Identification And Implementation Of Energy Efficiency Projects - Sponsor: Executive Office	Upon motion by Supervisor Gjerde, seconded by Supervisor Williams IT IS ORDERED that the Board of Supervisors directs staff to request Aircon to provide information they've produced to date, in their assessment of County buildings; and present any info, including information from AirCon with Sonoma's Sonoma Sustainability Division County for their assessment of County of Mendocino facilities for efficiency improvements that will have a payback within the life of the improvements; and including the payback on optional solar project	Executive Office	IN PROCESS	

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
20-03	1/7/20	6B)	Discussion and Possible Action Regarding Board Priorities and Development of a Long Term Strategic Plan for Mendocino County to Address the County's Budget, Staffing, Mission Statement, and Operations and Issues Such As Fire Response, Homelessness, Cannabis, Housing and Economic Development (Sponsors: Supervisor Haschak and Supervisor Gjerde)	Direct staff to review existing County plans and consolidate those goals and objectives into a single draft document and bring that back to the board within the next 60 days.	Executive Office	IN PROCESS	01/13/2020 - Discussed at the Department Head meeting on January 8, 2020. Requested Department Heads to submit to the Executive Office.
20-01	1/7/20	5H)	Discussion and Possible Action Regarding Approval of Request from Mental Health Treatment Act Citizen's Advisory Committee for Board of Supervisors to Direct County Counsel to Conduct Legal Evaluation, Research Analysis, and Assessment of Adventist Health Partnership Legality; Including Restriction, Necessary Control, Implications, and Compliance Regarding the Possible Use of Public Tax Dollars to Fund Operations of a Private Entity (Sponsor: Mental Health Treatment Act Citizen's Advisory (Measure B) Committee)	Upon motion by Supervisor, seconded by Supervisor, IT IS ORDERED that County Counsel to review all questions raised in the City of Willits Resolution; and to Review Item #6 on Committee's List of Questions first before proceeding.	County Counsel	IN PROCESS	
D94	11/19/19	6A)	Discussion and Possible Action Including Direction for Health and Human Services to Author a Jobs for Homeless Initiative Plan with Supervisor Williams Targeted at Offering Employment Opportunities to Homeless Persons in Collaboration with Government Agencies and Private Industry; and Returning to Board of Supervisors for Approval - Sponsor: Supervisor Williams	Upon motion by Supervisor Williams, seconded by Supervisor Gjerde, IT IS ORDERED that the Board of Supervisors directs Health and Human Services to author a Jobs for Homeless Initiative plan with Supervisor Williams targeted at offering employment opportunities to homeless persons in collaboration with government agencies and private industry; and return to the Board of Supervisors for approval.	Health and Human Services Agency	IN PROCESS	
D95	11/19/19	5F)	Discussion And Possible Action Including Acceptance Of Presentation Regarding Emergency Medical Services (Ems) In Mendocino County, Including But Not Limited To Potential Local Emergency Medical Services Agency (Lemsa) Models - Sponsor: Health And Human Services Agency And Executive Office	Upon motion by Supervisor Williams, seconded by Supervisor Haschak, IT IS ORDERED that the Board of Supervisors accepts presentation regarding Emergency Medical Services in Mendocino County, including potential Local Emergency Medical Services Agency models; and directs staff to approach Sonoma County regarding a Joint Powers Agreement for EMS Services.	Health and Human Services Agency	IN PROCESS	
D84	11/12/19	6A)	Discussion and Possible Action Including Acceptance of Presentation from Zero Waste Mendo (Sponsors: Supervisor McCowen and Gjerde)	The Board of Supervisors accepts presentation from Zero Waste Mendo; and directs Executive Office to work with Zero Waste Mendo to prioritize auditing of the County Facilities and refers subject to Climate Action Advisory Council.	Executive Office	IN PROCESS	01/14/2020 - Waste audit scheduled for the week of January 27, 2020. 10/16/20 Waste audit was completed, draft report has been received. Pandemic and wildfires have kept effort on hold.
D82	11/12/19	6C)	Discussion and Possible Action Including Direction to Staff to Develop a Cannabis Cultivation Amnesty Transition Pathway	The Board of Supervisors directs the Executive Office to convene a regional county forum to identify and address state barriers to successful permitting and explore economic development through regional cooperative models; directs the Cannabis Cultivation ad hoc to work with staff and stakeholders and report to the Board within 60 days with recommendations for streamlining the cultivation ordinance; directs staff to develop an equity program application that prioritizes capital assistance to legacy growers to address environmental and building compliance issues and directs Cannabis Cultivation Ad Hoc committee to work with staff and stakeholders to develop criteria and timing for re-opening the permitting process for legacy growers who did not come forward in phase 1 except in Sunset zones.	Cannabis	IN PROCESS	Cultivation adhoc working with staff. Kickoff meeting held at 2019 CSAC Conference. 01/13/2020 - Next meeting in January 2020.

Board Directives

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
D81	11/12/19	6D)	Discussion and Possible Action Including Direction to Staff to Author a Specification Document Outlining Document Digitalization Plan	The Board of Supervisors directs staff to author a specification document outlining document digitalization plan including equipment and personnel needs, tentative schedule, training, file naming convention, public access, redaction, redundant offsite storage and an associated cost analysis.	Executive Office	IN PROCESS	01/13/2020 - The Executive Office is meeting in mid January 2020 to kick start the discussions regarding County-wide digitization. October 2020: Further efforts are underway with Information Services and the Executive Office.
D95	11/5/19	5E)	Discussion and Possible Action including direction to staff regarding Board of Supervisors General Government Standing Committee referral of Adoption of any New Taxes in time for the March 2020 elections - Sponsor: Count Counsel and Government Committee	Upon motion by Supervisor Williams, seconded by Supervisor Haschak, IT IS ORDERED that the Board of Supervisors directs County Counsel to prepare an Ordinance to apply the Transient Occupancy Tax towards private campgrounds, with 75% revenue directed at local fire agencies, and 25% at the discretion of the Mendocino County Fire Chiefs Association recommendation annually on a general tax in <u>unincorporated areas</u> .	County Counsel	IN PROCESS	
D96	11/5/19	6D)	Discussion And Possible Action Including Direction To Staff To Establish Data Reporting And Charting Website - Sponsor: It Ad Hoc Committee: Supervisors Williams And Gjerde	Discussion and Possible Action including direction to staff to establish data reporting and charting website - Sponsor: IT and Ad Hoc Committee: Sponsor: IT Ad Hoc committee: Supervisor Williams and Gjerde.	Executive Office - Information Services	IN PROCESS	At the 12/17/19 BOS meeting, Supervisor Williams made mention of direction to staff from a previous meeting, with regard to directive posting stats. Here is the motion/direction he referenced from the 11-5-19 meeting in the town of Mendocino, item 6d): "Upon motion by Supervisor Williams, seconded by Supervisor Haschak, IT IS ORDERED that the Board of Supervisors directs staff to continue collaboration with IT Ad Hoc Committee to establish a data reporting and charting website with automated publication of key data, taking requests from department heads, Supervisors and the Executive Office" 01/13/2020 - Supervisor Williams working with IS staff on potential solutions.
D97	11/5/19	6B)	Discussion and Possible Action regrading recommendations of the Cannabis Economic Development AD Hoc Committee - Sponsor: Cannabis Economic Development Ad Hoc committee (Supervisor Gjerde, and Williams	Upon motion by Supervisor Williams, seconded by Supervisor Haschak, IT IS ORDERED that the Board of Supervisors directs staff to continue pursuing the opportunities presented by the Cannabis Economic Development Ad Hoc Committee, following strategic plan addendum provided by Mendocino Cannabis Alliance, with an added focus of facilitating collectives.	Cannabis	IN PROCESS	
D75	10/1/19	5E)	Discussion And Possible Action Including Board Direction To Staff Regarding Potential Amendment To Chapter 18.23 Of The Mendocino County Code (Class K Ordinance), To Remove The Square Foot Maximum Restrictions For Limited Density Rural Dwellings - Sponsor: Planning & Building Services	IT IS ORDERED that the Board of Supervisors provides direction to staff regarding an amendment to Chapter 18.23 of the Mendocino County Code, more commonly known as the Class K Ordinance to remove the square foot maximum restriction for limited density rural dwellings <u>with sprinklers</u> .	Planning & Building Services/County Counsel	IN PROCESS	01/14/2020 - Forecasted for the Board of Supervisors to consider in March.
D99	9/17/19	6B)	Discussion and Possible Action Including Direction to the Chief Executive Officer and County Counsel to Determine Feasibility of Transitioning the Chief Probation Officer to Report to the Board of Supervisors - Sponsor: Supervisor Williams	Upon motion by Supervisor Williams, seconded by Supervisor Haschak, IT IS ORDERED that the Board of Supervisors directs County Counsel and the Chief Executive Officer to draft an Ordinance regarding transitioning the Chief Probation Officer to report the Board of Supervisors and bring back to the Board of Supervisors for approval.	County Counsel	IN PROCESS	



Behavioral Health and Recovery Services (BHRS) Update October 2021

October is National Depression Education and Awareness Month:

- According to the National Institute of Mental Health (NIMH), 16.2 million adults in the U.S. suffer from a major depressive disorder. As a result, suicide is the third major cause of death for those aged 15 to 24 and is continuing to rise.
- If you are experiencing a mental health crisis and need help right away, call the Mental Health Crisis Line: (855) 838-0404
- Roughly 1/3 of individuals with a major depressive disorder also have a substance use disorder. Depression can raise the risk of substance abuse, as chemical intoxicants can be a way to self-medicate by numbing feelings of despair. If you are struggling with an alcohol or substance use disorder and co-occurring mental health issue, you're not alone. We're here to help.

BHRS:

- All BHRS employees completed the mandatory annual Cultural and Linguistically Appropriate Services (CLAS) Standards Training. Behavioral Health services are expected to incorporate the 15 CLAS standards in to programs and client care. The training provides an overview and refresher of how BHRS implements the standards, including in policy, Cultural Responsiveness Plan, the Cultural Diversity Committee, and monitoring disparities in behavioral health services.
- On October 5, 2021, in response to the reduction in the COVID-19 pandemic Delta variant surge, the 24-hour COVID surge crisis support site that was providing continued evaluation and observation for individuals awaiting transport to an out-of-area psychiatric facility was closed. However, BHRS will continue to collaborate and support Redwood Community Services and Redwood Quality Management Services in providing transport for individuals to an out-of-area psychiatric facility, as needed.

Mental Health Program:

- The Mental Health Services Act unit of Behavioral Health and Recovery Services completed the Public Comment period for the 3-Year Program Plan and Expenditure Report and is preparing to submit the completed document to the Board of Supervisors for final approval.
- BHRS is in the process of recruiting and interviewing for the Board of Supervisors approved mental health crisis responders to respond to mental health crisis calls for service in partnership with the Mendocino County Sheriff's Office. BHRS was conditionally approved for grant funding through the DHCS and Behavioral Health Continuum Infrastructure Program for Crisis Care Mobile Units Program which will help with infrastructural costs related to this program expansion. BHRS is exploring the use of funding through the American Rescue Plan Act as an additional resource.
- The transition of public conservator duties continues; facility and partnering agency notification letters have been sent, and staff are busy smoothing out all the internal processes.

Measure B:

- **Crisis Residential Treatment** - Construction is in the final stages, with fencing and asphalt work being finalized along with a few interior and electrical components. Construction is on track to be completed by November, at which point the operators (Redwood Community Services) can continue work on the licensing process.



Behavioral Health and Recovery Services (BHRS) Update Page 2

- **Mobile Crisis Response Team** - One Mental Health Rehabilitation Specialist has been hired, trained, and responds to crises in partnership with Mendocino County Sheriff's Office. One new Mental Health Rehabilitation Specialist is being transferred to the team, and the Sheriff's Office and BHRS are working together on innovative ways to recruit additional staff.
- **Community Education Awareness Project** - National Alliance on Mental Illness (NAMI) Mendocino is recruiting for an Executive Director. NAMI and BHRS are preparing to conduct a public education campaign regarding suicide prevention using yard signs and billboards. NAMI is also working on a training for the general public on how to manage encounters with people with a mental illness.
- **Behavioral Health Regional Training Center** - The remodel is complete. The Board will be provided with the training facility reservation process in the coming weeks.

Substance Use Disorder Treatment (SUDT):

- SUDT counselors are participating in the American Society of Addiction Medicine (ASAM) training this month. The training includes treatment criteria for addictive, substance-related, and co-occurring conditions, addresses a wide range of special populations, and includes the latest addiction science.
- Mendocino County offers substance use treatment services for individuals who have private insurance, Medi-Cal, or indigent and who are struggling with drug and/or alcohol addictions. Treatment offered includes Outpatient Treatment, Intensive Outpatient Treatment, Residential Treatment, Withdrawal Management, Opioid Treatment, Medication-Assisted Treatment, Recovery Services, and Case Management.
- Individuals may access services at one of the local providers or by calling Beacon at (855) 765-9703.
- Mendocino County BHRS SUDT offers adolescent, perinatal, and adult services. Services include Outpatient Treatment, Intensive Outpatient Treatment, Perinatal Outpatient Treatment, Perinatal Intensive Outpatient Treatment, adolescent school-based prevention and intervention, and adolescent treatment.
- SUDT essential and critical services are available to the community through a variety of technological access points. Telephone communications are prioritized to ensure timely responses.
- Please get in touch with our Ukiah office at (707) 472-2637 or our Fort Bragg office at (707) 961-2665 for information about available services in the Fort Bragg, Ukiah or Willits areas. You can also visit our website for more details about SUDT services: <https://www.mendocinocounty.org/government/health-and-human-services-agency/substance-use>

Grants:

- BHRS staff are looking at opportunities to apply for infrastructure grants targeted to children and youth 25 years of age and younger. More to come.

Meetings of Interest and Educational Opportunities:

- MHSA Forum/QIC Meeting: Wednesday, October 13, 2021, 3:00 – 5:00 PM via Zoom:
<https://mendocinocounty.zoom.us/j/89651491337>
- Safe Rx Mendocino Opioid Safety Coalition Meeting: Tuesday, October 19, 2021, 1-2:30 PM via Zoom:
<https://mendocinocounty.zoom.us/j/98833021418>



The Crisis Residential Treatment Facility will provide a less restrictive but structured program as an alternative to hospitalization for individuals experiencing an acute psychiatric episode or crises who require 24-hour support to return to community living.

**behavioral
health &
recovery services
Mendocino County**