



The CEO Report

November 16, 2021

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Human Resources Update

WORKFORCE DEVELOPMENT PROGRAM

ON-DEMAND LEADERSHIP COURSES

Human Resources now offers a variety of on-demand courses to assist employees with the improvement of their professional development skills. Now you can enhance your skills at a time convenient for you! Click here to view the further details on each course:

<https://www.mendocinocounty.org/home/showpublisheddocument/39906/637459621909530000>

Professional Development Skills

- Better Business Writing
- Business Communication Fundamentals
- Organizing Your Files
- Email Management
- Effective Presentation Skills
- Powerful Presentations
- Everyone is a Leader
- Successful Negotiation
- The Art of Negotiation
- Interviewing Skills for Employees
- It's My Job! Career Growth
- The Power of One: Taking Responsibility
- The Power of Vision
- Conflict Resolution
- Resolving Conflict Series
- Facilitating Meetings & Groups
- Meetings that Get Results
- Smart Goals: Setting Effective Targets for Success
- Get Smarter with Goals
- Goal Setting & Visualization Techniques
- Managing Up: Strengthening Relationships
- The 3 Phases of Change
- Reasons to Change
- The Change Process
- Customer Service
- Courtesies, Attitude & Ethics
- Listening for Understanding
- Effective Verbal and Non-Verbal Communication
- Handling Customer Complaints
- Communicating Up to Your Manager
- Your Manager's Communication Style
- Critical Thinking & Problem Solving
- Smart Time Management Series
- Reducing Stress & Anxiety
- Managing Stress at Work
- Making Humor Work at Work
- Managing Anger and Emotions

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**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 Countywide 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, and 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



Granicus Clerk Spotlight: Mendocino County

"Behind every successful government is a clerk keeping it all together through technology and cross-department collaboration."

Granicus, the County's meeting and agenda management software has recently recognized Atlas Pearson, Deputy Clerk of the Board for using his digital savvy and youthful wisdom to implement Granicus' modern civic engagement platform in his rural community of Mendocino County.

To Read full article here:

https://granicus.com/blog/clerk-spotlight-mendocino-county-ca/?utm_medium=social-organic&utm_source=twitter



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

Information Services Update

The County of Mendocino Information Services divisions submits the attached monthly report-out, as **Attachment 3** to update the Board of Supervisors on the services being provided by the divisions.

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 4**, is a draft list of all current directives as of November 10, 2021.

ConnectUP Mendo

Legislative & Policy Update for Internet Connectivity in Mendocino County

Supervisor Ted Williams submits this report as **Attachment 5** to update the residents of Mendocino County and the Board on the progress of the Internet Connectivity in the county.

Agriculture Update

The Department of Agriculture has been busy completing and submitting multiple reports that are due to the State. The Division of Measurement Standards County Annual Report was submitted and the Annual Financial Statement that was due on October 31, 2021 was submitted to the State on October 29, 2021. The 2020 Crop Report was also completed and will be presented to the Board of Supervisors in the near future.

The Department is finishing up on the testing of retail fuel meters throughout the County and are now starting to check all of the LPG (propane) meters. January starts the New Year for Device Registration so the office is working on making sure all mailing address are correct for the new invoices to go out on January 1st. The office always asks that when a business changes any of its information that they let our office know so that we can make sure all communications are being received and to help prevent any late fees that this may affect.

Work on the gorse removal project in Caspar has come to an end for the season. With grant money from the State, more than 40 acres of gorse was re-mowed or masticated, and ten one acre test plots had roots removed and were re-seeded with a cover crop to out compete the gorse. The cover crop was put down before and in between the big rains we received, and already we are seeing good germination results. There is still one year left on the current State grant, but we hope that more funds for invasive weed projects will be available in the future.

With the exception of Vine Mealy Bug (VMB) traps, all of our other insect detection traps have been taken down for the season. The season concluded with no finds of European Grape Vine Moth (EGVM), Glassy Winged Sharp Shooter (GWSS) or Pest Detection (Fruit Flies, Japanese Beetle, Gypsy Moth, Light Brown Apple Moth), but in our special detection program for Brown Marmorated Stink Bug (BMSB), there were several found in the Ukiah and Hopland areas. This wasn't the first time that BMSB has been detected in Mendocino County, but this was the most we have ever trapped. Also concerning was the fact that we also trapped a high number of another invasive insect Harlequin Bug. Due to the similarities of the species, the Harlequin Bugs were attracted to the lure used for BMSB. The damage that the two species inflicts is also similar, piercing and sucking juices from plants. Its preferred host are plants in the Brassica family (Broccoli, Cauliflower, Mustard), but it could pose a real threat to the larger commercial crops in the County, grapes and pears. All people should be on the lookout, see the links below.

<http://ipm.ucanr.edu/pestalert/pabrownmarmorated.html>
<http://ipm.ucanr.edu/PMG/GARDEN/VEGES/PESTS/harlequinbug.html>

If you think you may have a suspect, please take pictures and email to agcomm@mendocinocounty.org or bring them into our office at 890 N. Bush St., Ukiah.



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/>



For more information, visit:
<https://www.mendocinocounty.org/government/mendocino-county-water-agency/drought-water-conservation>

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. A secure shared drive has been created for the distribution of information between the participating departments, and is now operational. Code Enforcement continues to work with the participating agencies (MCSO, Mendocino County Cannabis Program, Office of County Counsel, Dept of Planning & Building Services). A promotional recruitment for the position of Code Enforcement Division Manager was posted, which closed on 10/29/21. Applications for the position are currently under review by the Human Resources Department. Code Enforcement has also been working on implementing its new internal Case Management plan. To promote accountability, consistency in case work, cross training, distribution of the work load, and provide diversity in assignments, Code Enforcement will be practicing a rotating compartmentalization approach to case management. Each Code Enforcement Officer will train in each role within the case management structure. Once proficient, Code Enforcement Officers will rotate roles.

Code Enforcement office submits the attached status report, as **Attachment 6** to update the Board of Supervisors on various different data gathered 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 7**, to update the Board of Supervisors on the services being provided by the divisions.

Behavioral Health and Recovery Services Update

The Behavioral Health and Recovery Services (BHRS)office submits the attached status report, as **Attachment 8**, to update the Board of Supervisors on the services being provided by BHRS.

Social Services of HHSA Update

The Social Services Department submits the attached status report, as **Attachment 9**, to update the Board of Supervisors on the services being provided by Social Services department.



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



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

Cultural Services Agency Update

- All Library branches and the Mendocino County Museum will close at 3:00 pm the Wednesday before Thanksgiving.
- All Library branches and the Mendocino County Museum will be closed December 24th-January 1st and will resume normal business hours on Tuesday, January 4th.

Library

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.
- Outreach staff attended the annual Pumpkinfest in glorious Steampunk style and provided a pop-up honor library and on-the-spot library card creation services to festival goers, in addition to handing out candy and prizes!

Coast Community

- The local Surf Market in Gualala marked their 65th year in business by giving back to the community and donating money to various local organizations, one of which was \$6,500 to the Friends of the Coast Community Branch of the Library.
- Will host a zoom program with Timothy Pananos, BLM's Park Ranger at the Point Arena-Stornetta Lands Coastal National Monument. He'll share the latest findings of drone fly-overs about recovering bull kelp beds as well as updates on salmon habitat research on the Garcia River along with various other environmental projects.
- The Friends of the Library are applying for a Community Enrichment grant from the Community Foundation to put in permanent stands to house a changing story walk ® at the Community Garden in Point Arena.



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

<https://www.mendocinocounty.org/government/cultural-services-agency>

Fort Bragg

- The Fort Bragg branch partnered with State Farm to teach kids about fire safety.
- They also nominated their patron Vicki Wellspring as their first Community Change Maker and the books she recommends are on the library website at :
www.mendolibrary.org/discover/about-books-reading/recommendations
- November's book club will honor Native American Heritage Month and Veteran's Day by discussing Ceremony by Leslie Marmon Silko.

Round Valley Branch

- Staff would like to thank Howard Harris and Louisa Bolton-Ast for nearly 50 pumpkins they donated to local children during story times in October.

Cultural Services Agency Update Continued

Ukiah

- Young Adult Poets' Virtual Circle began November 3rd, where novice poets aged 15-28 are invited to pop in on zoom to write with others and share their poems in a supportive, creative, and nurturing environment the first Wednesday of every month from 3:00-4:00 pm.
- The final Mechanic Shop Femme workshop will be held on Saturday, November 20th from 2:30 – 4:00 pm on zoom with A Deeper Dive into Car Ownership covering tune-ups, transmission fluid, and cleaning your car to protect your investment, among other topics. <https://www.mendocinocounty.org/Home/Components/Calendar/Event/23334/>



Willits

- The Candy Carnival held in conjunction with the Museum was a huge success!
- Staff hosted representatives from the COPE Health Scholars Program for a question and answer session on Wednesday, November 3 in the County Museum courtyard. The COPE Health Scholars Program at Adventist health is a workforce development program that offers firsthand experience in a variety of clinical administrative health care settings. Program participants can assist with basic comfort care tasks alongside nurses, physicians, and other clinicians.

Museum

- The Mendocino County Museum wrapped up its Car Bombing of Judi Bari exhibit with a book discussion of Judi's book, Timber Wars led by Director Deb Fader. The exhibit was a huge success! The staff wish to thank all the panelists and public for attending.
- Visitors are invited to view the new exhibit "Correspondence: a Gift for all seasons," opening November 13th and celebrating the connection that mail service provides. The museum will showcase letters, cards, stationery, and telegrams exchanged throughout Mendocino County in the early 1900's.
- Sat. Nov. 13th 1 pm: Local historian, Dusty Whitney will speak about unique pieces. Create your own postcard or letter at our correspondence station.
- Sat. Nov. 27th 1 pm: Recipe Exchange with a live cooking demonstration and recipes from the archives. Bring your favorite recipe and take part in our swap.
- Sat. Dec. 4th 12-7 pm: Roots of Motive Power Holiday Express FREE family event with train rides, old-fashioned letter writing, and a take and make ornament craft.
- Sat. Dec. 11th 12-4 pm: Greeting Card Take and Make with DIY envelopes while supplies last.
- Sat. Dec. 18th 12-4 pm: Oly the Paper Doll and Scandinavian Painted Ornament Take and Make available while supplies last.

Animal Care Services Update

Income Statistics

October 1, 2021 through October 31, 2021

- 0 animal(s) impounded for quarantine at the Animal Shelter
- 6 dead animal(s) disposal request received
- 15 feral cats received
- 0 animal(s) received or rabies specimen testing
- 1 owned animal(s) received by Animal Control or Police due to owner in custody
- 9 owned animal(s) impounded in the field to Animal Control or Police
- 22 owned animal(s) surrendered / received at Animal Shelter or in the field
- by Animal Control or Police
- 0 shelter animal(s) returned by adopter
- 87 stray animal(s) impounded in the field by Animal Control, Police or came in over the counter from citizens
- Total of 140 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

October 1, 2021 through October 31, 2021

- 27 cats adopted
- 14 dogs adopted
- 4 other animal(s) adopted
- 0 other animal(s) auctioned off
- 0 ill / failure to thrive animal(s) died
- 8 dead animal(s) disposals
- 9 total animal(s) euthanized
- 1 animal(s) sent off to laboratory
- 2 owner / surrender animal(s) euthanized
- 10 trap, neuter and return to field cats
- 46 return to owner animal(s)
- 11 animal(s) transferred to other rescue organizations
- Total of 132 animal(s) departed the Animal Shelter

Upcoming Board Meetings

Regular	Meeting	November 16
Regular	Meeting	December 7
Regular	Meeting	December 14
Standing	Committee	December 13

Dates of Interest






County	Holiday	November 11
County	Holiday	November 25-26
County	Holiday	December 24
CSAC	Conference	November 30- December 30

Attachments

1. Vacancy and Recruitment Update
2. Position Justification Report
3. Information Services Update
4. Board of Supervisors Directives Update
5. Legislative & Policy Update for Internet Connectivity In Mendocino County
6. Code Enforcement Update
7. Facilities and Fleet & Central Services Update
8. Behavior Health and Recovery Services Update
9. Social Services Update

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				

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

	Regular Board Meeting
	County Holiday
	Limited Meetings
	Standing Committees
	CSAC Conference

Contact Information:

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Website:

www.mendocinocounty.org

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BOARD OF SUPERVISORS VACANCY/RECRUITMENT UPDATE																
Pay Period 21-21, October 3, 2021 - October 16, 2021																
DEPARTMENT/OFFICE	FUND	TOTAL ALLOCATED FTE POSITIONS	VACANT FTEPOSITIONS	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 POINTARENA	EMPLOEIES IN UKIAH	EMPLOYEES IN WILLITS
AGRICULTURE	1100	9.00	1.00	11.1%	--	0.0%	1	--	1	--	--	--	--	--	8	--
Agriculture Total		9.00	1.00	11.1%	0	0.0%	1	0	1	0	0	0	0	0	8	0
AIR QUALITY	3270	9.00	3.00	33.3%	2	22.2%	--	--	--	--	--	--	--	--	6	--
Air Quality Total		9.00	3.00	33.3%	2	22.2%	0	0	0	0	0	0	0	0	6	0
ANIMAL CARE	1100	15.00	3.00	20.0%	3	20.0%	2	--	--	--	--	2	--	--	10	--
Animal Care Total		15.00	3.00	20.0%	3	20.0%	2	0	0	0	0	2	0	0	10	0
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%	1	25.0%	--	--	--	--	--	--	--	--	3	--
ASSESSOR-CLERK-RECORDER (COUNTY CLERK-ELECTION)	1100	3.00	1.00	33.3%	2	66.7%	--	1	--	--	--	--	--	--	2	--
Assessor-Clerk-Recorder Total:		28.00	4.00	14.3%	4	14.3%	0	2	1	0	0	0	0	0	24	0
AUDITOR-CONTROLLER	1100	13.00	2.00	15.4%	2	15.4%	--	1	--	--	--	--	--	--	11	--
Auditor-Controller Total		13.00	2.00	15.4%	2	15.4%	0	1	0	0	0	0	0	0	11	0
BHRS (SUBSTANCE USE DISORDER TREATMENT)	1100	35.00	18.00	51.4%	5	14.3%	1	3	2	--	--	1	--	--	16	--
BHRS (MENTAL HEALTH)	1221	57.00	28.00	49.1%	16	28.1%	--	1	2	--	--	1	--	--	28	--
BHRS (MENTAL HEALTH TREATMENT ACT - MEASURE B)	1224	1.25	1.25	100.0%	--	0.0%	--	--	--	--	--	--	--	--	--	--
Behavioral Health Recovery Services Total:		93.25	47.25	50.7%	21	22.5%	1	4	4	0	0	2	0	0	44	0
BOARD OF SUPERVISORS	1100	5.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	5	--
Board of Supervisors Total		5.00	0.00	0.0%	0	0.0%	0	0	0	0	0	0	0	0	5	0
CANNABIS PROGRAM	1100	9.00	3.00	33.3%	12	133.3%	--	--	1	--	--	--	--	--	6	--
Cannabis Program Tota		9.00	3.00	33.3%	12	133.3%	0	0	1	0	0	0	0	0	6	0
CHILD SUPPORT SERVICES	1100	34.00	12.00	35.3%	--	0.0%	--	--	--	--	--	--	--	--	22	--
Child Support Services Total:		34.00	12.00	35.3%	0	0.0%	0	0	0	0	0	0	0	0	22	0
COUNTY COUNSEL	1100	12.00	0.00	0.0%	1	8.3%	2	--	--	--	--	--	--	--	12	--
County Counsel Total		12.00	0.00	0.0%	1	8.3%	2	0	0	0	0	0	0	0	12	0
CULTURAL SERVICES AGENCY (LIBRARY)	1205	36.50	6.00	16.4%	5	13.7%	1	1	--	--	4	6	--	2	16	5
CULTURAL SERVICES AGENCY (MUSEUM)	1100	4.00	1.00	25.0%	1	25.0%	--	--	--	--	--	--	--	--	--	3
Cultural Services Agency Total:		40.50	7.00	17.3%	6	14.8%	1	1	0	0	4	6	0	2	16	8
DISTRICT ATTORNEY	1100	46.00	7.00	15.2%	4	8.7%	2	1	1	--	--	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	0.00	0.0%	--	0.0%	1	1	--	--	--	--	--	--	5	--

District Attorney Total		55.00	7.00	12.7%	4	7.3%	3	2	1	0	0	5	0	0	43	0
BOARD OF SUPERVISORS VACANCY/RECRUITMENT UPDATE																
Pay Period 21-21, October 3, 2021 - October 16, 2021																
DEPARTMENT/OFFICE	FUND	TOTAL ALLOCATED FTE POSITIONS	VACANT FTEPOSITIONS	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 POINTARENA	EMPLOYEES IN UKIAH	EMPLOYEES IN WILLITS
EXECUTIVE OFFICE	1100	16.00	3.00	18.8%	3	18.8%	1	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%	9	31.0%	1	1	--	--	--	--	--	--	24	--
Executive Office Total		60.50	10.00	16.5%	14	23.1%	3	4	0	0	0	0	0	0	51	0
FARM ADVISOR	1100	3.00	2.00	66.7%	3	100.0%	--	--	--	--	--	--	--	--	1	--
Farm Advisor Total		3.00	2.00	66.7%	3	100.0%	0	0	0	0	0	0	0	0	1	0
GENERAL SERVICES AGENCY (CENTRAL SERVICES)	1100	8.00	1.00	12.5%	2	25.0%	2	--	--	--	--	--	--	--	8	--
GENERAL SERVICES AGENCY (FACILITIES & FLEET)	1100	39.80	9.80	24.6%	11	27.6%	3	4	--	--	--	2	--	--	27	1
GENERAL SERVICES AGENCY (GARAGE)	1100	3.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	3	--
General Services Agency Total:		50.80	10.80	21.3%	13	25.6%	5.00	4.00	0.00	0.00	0.00	2.00	0.00	0.00	38.00	1.00
HUMAN RESOURCES	1100	19.00	7.00	36.8%	4	21.1%	1	--	--	--	--	--	--	--	12	--
HUMAN RESOURCES (EMPLOYEE WELLNESS)	1100	2.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	2	--
Human Resources Total		21.00	7.00	33.3%	4	19.0%	1	0	0	0	0	0	0	0	14	0
PLANNING AND BUILDING	1100	59.50	15.00	25.2%	15	25.2%	9	1	--	--	--	10	--	--	35	--
Planning and Building Total:		59.50	15.00	25.2%	15	25.2%	9	1	0	0	0	10	0	0	35	0
PROBATION	1100	50.00	11.00	22.0%	4	8.0%	1	1	1	--	--	3	--	--	33	3
PROBATION (JUVENILE HALL)	1100	25.00	10.00	40.0%	1	4.0%	1	1	--	--	--	--	--	--	15	--
Probation Total		75.00	21.00	28.0%	5	6.7%	2	2	1	0	0	3	0	0	48	3
PUBLIC DEFENDER	1100	27.00	3.00	11.1%	3	11.1%	--	--	1	--	--	1	--	--	23	--
PUBLIC DEFENDER (ALTERNATE DEFENDER)	1100	7.50	2.00	26.7%	--	0.0%	1	--	--	--	--	--	--	--	6	--
Public Defender Total		34.50	5.00	14.5%	3	8.7%	1	0	1	0	0	1	0	0	29	0

BOARD OF SUPERVISORS VACANCY/RECRUITMENT UPDATE																
Pay Period 21-21, October 3, 2021 - October 16, 2021																
DEPARTMENT/OFFICE	FUND	TOTAL ALLOCATED FTE POSITIONS	VACANT FTEPOSITIONS	VACANCY RATE (All Vacant Regardless of Recruitment Status)	POSITIONS IN RECRUITMENT (AS OF REPORT DATE)	VACANCY RATE* (Positions in Recruitment)	NEW HIRES SINCE7/1/21	SEPARATIONS SINCE 7/1/21	EMPLOYEES ON LEAVE	EMPLOYEES IN BOONVILLE	EMPLOYEES IN COVELO	EMPLOYEES IN FORT BRAGG	EMPLOYEES IN LAYTONVILLE	EMPLOYEES IN POINTARENA	EMPLOYEES IN UKIAH	EMPLOYEES IN WILLITS
PUBLIC HEALTH (ENVIRONMENTAL HEALTH)	1100	22.60	5.60	24.8%	3	13.3%	--	2	--	--	--	3	--	--	14	--
PUBLIC HEALTH (CGAP-DFC GRANT)	4260	1.00	0.00	0.0%	--	0.0%	--	1	--	--	--	--	--	--	1	--
PUBLIC HEALTH (PUBLIC HEALTH)	1100	32.00	14.00	43.8%	10	31.3%	3	1	1	--	--	3	--	--	14	2
PUBLIC HEALTH (PUBLIC HEALTH BIOTERRORISM AS)	4780	1.00	0.00	0.0%	1	100.0%	--	1	1	--	--	--	--	--	1	--
PUBLIC HEALTH (PUBLIC HEALTH CCS)	1100	8.00	2.00	25.0%	2	25.0%	1	--	2	--	--	1	--	--	5	--
PUBLIC HEALTH (PUBLIC HEALTH NURSING)	1100	27.00	14.00	51.9%	9	33.3%	1	2	--	--	--	1	--	--	11	1
PUBLIC HEALTH (PUBLIC HEALTH TOBACCO ED)	4530	1.00	1.00	100.0%	1	100.0%	--	--	--	--	--	--	--	--	--	--
PUBLIC HEALTH (PUBLIC HEALTH WIC)	4180	12.20	6.20	50.8%	1	8.2%	--	1	--	--	--	2	--	--	4	--
PUBLIC HEALTH (TRANSITIONAL HOUSING)	1100	2.00	2.00	100.0%	2	100.0%	--	--	--	--	--	--	--	--	--	--
PUBLIC HEALTH (WHOLE PERSON CARE)	1227	3.00	1.00	33.3%	--	0.0%	--	--	--	--	--	--	--	--	2	--
Public Health Total		109.80	45.80	41.7%	29	26.4%	5	8	4	0	0	10	0	0	52	3
RETIREMENT	1100	6.00	1.00	16.7%	--	0.0%	--	--	--	-	-	-	-	-	5	--
Retirement Total		6.00	1.00	16.7%	0	0.0%	0	0	0	0	0	0	0	0	5	0
SHERIFF-CORONER	1100	113.00	18.00	15.9%	16	14.2%	1	3	3	--	--	13	--	--	71	11
SHERIFF-CORONER (COPS PROGRAM AB3229)	1210	1.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	1	--
SHERIFF-CORONER (JAIL)	1100	73.00	13.00	17.8%	12	16.4%	3	1	--	--	--	--	--	--	60	--
SHERIFF-CORONER (OFFICE OF EMERGENCY SERVICES)	1100	2.00	0.00	0.0%	--	0.0%	--	--	--	--	--	--	--	--	2	--
Sheriff-Coroner Total		189.00	31.00	16.4%	28	14.8%	4	4	3	0	0	13	0	0	134	11
SOCIAL SERVICES	1100	421.00	103.00	24.5%	102	24.2%	3	20	21	--	--	37	--	--	250	29
Social Services Total		421.00	103.00	24.5%	102	24.2%	3	20	21	0	0	37	0	0	250	29
TRANSPORTATION	1200	92.80	31.00	33.4%	10	10.8%	1	2	1	3	3	8	2	4	36	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	--
Transportation Total		101.80	32.00	31.4%	11	10.8%	1	2	1	3	3	9	2	4	43	6
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	--
Treasurer-Tax Collector Total:		12.00	4.00	33.3%	2	16.7%	0	0	0	0	0	0	0	0	8	0
COUNTYWIDE TOTAL:		1466.65	376.85	25.7%	284	19.4%	44	55	39	3	7	100	2	6	915	61

JUSTIFICATION OF FILLED POSITIONS						
October 2021						
DEPARTMENT/OFFICE	CLASSIFICATION	POSITION NUMBER	LOCATION	DATE REQUISITION APPROVED	JUSTIFICATION PROVIDED	DATE POSITION FILLED
Cultural Services Agency (Library)	Librarian II	3940	Ukiah	8/6/2021	Position will help all branches with ordering and updating of library circulation materials, as well as outreach with visiting schools and special events and programs.	10/3/2021
District Attorney	Staff Assistant II	2485	Ukiah	8/24/2021	Position assists victims, attorneys, witnesses, and the general public with their questions and problems, along with directing them to the correct person or department when necessary.	10/3/2021
General Services (Central Services)	Administrative Analyst I	4136 (Dual-Fill)	Ukiah	9/20/2021	Position will assist with the preparation of new purchasing agreements, lease/real property documents and requests for proposal and bids.	10/3/2021
General Services (Central Services)	Administrative Analyst I	4136 (Dual-Fill)	Ukiah	9/20/2021	Position will assist with the preparation of new purchasing agreements, lease/real property documents and requests for proposal and bids.	10/3/2021
General Services (Facilities & Fleet)	Building Maintenance Mechanic II	136	Ukiah	5/25/2021	These positions fill a critical need by supporting the County's 100+ facilities maintenance work orders, providing departmental assistance in relation to safety preparedness, and routine preventative maintenance.	10/3/2021
HHS - Administration	Licensed Vocational Nurse	4280	Ukiah	6/16/2021	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	10/3/2021
HHS (Mental Health)	Senior Program Manager	3813	Ukiah	9/10/2021	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	10/3/2021
Planning and Building	Planner I	3401	Ukiah	8/24/2021	Position is crucial to increase efficiency within the Department and enhance customer service by expediting turnaround on projects, permits and general inquiries.	10/3/2021
Sheriff-Coroner (Jail)	Corrections Deputy 3%	3953	Ukiah	9/18/2020	Staffing in the jail, on a daily basis, requires a minimum number of corrections personnel.	10/3/2021
Sheriff-Coroner (Jail)	Sheriff's Services Technician	3440	Ukiah	7/7/2021	Duties performed include: responding to inmate requests, issuing basic necessities to inmates, assisting inmates in applying for rehabilitation related services and programs, filing, data entry, program tracking and reporting, retrieving and shelving books and preparing requisitions for supplies to support the Inmate Services Program mission.	10/3/2021
District Attorney	Deputy District Attorney III	3194	Ukiah	8/2/2021	Performs a variety of professional legal work which can only be performed by a licensed attorney. If not performed the citizens of Mendocino County will be impacted by inadequate prosecutorial services which affects public safety.	10/17/2021
Executive Office (Information Services)	Network Systems Analyst II	4010	Ukiah	8/6/2021	Position provides lead planning, installation and configuration of the County's complex IT systems. IS supports 120+ systems currently and the need for administration is constant.	10/17/2021

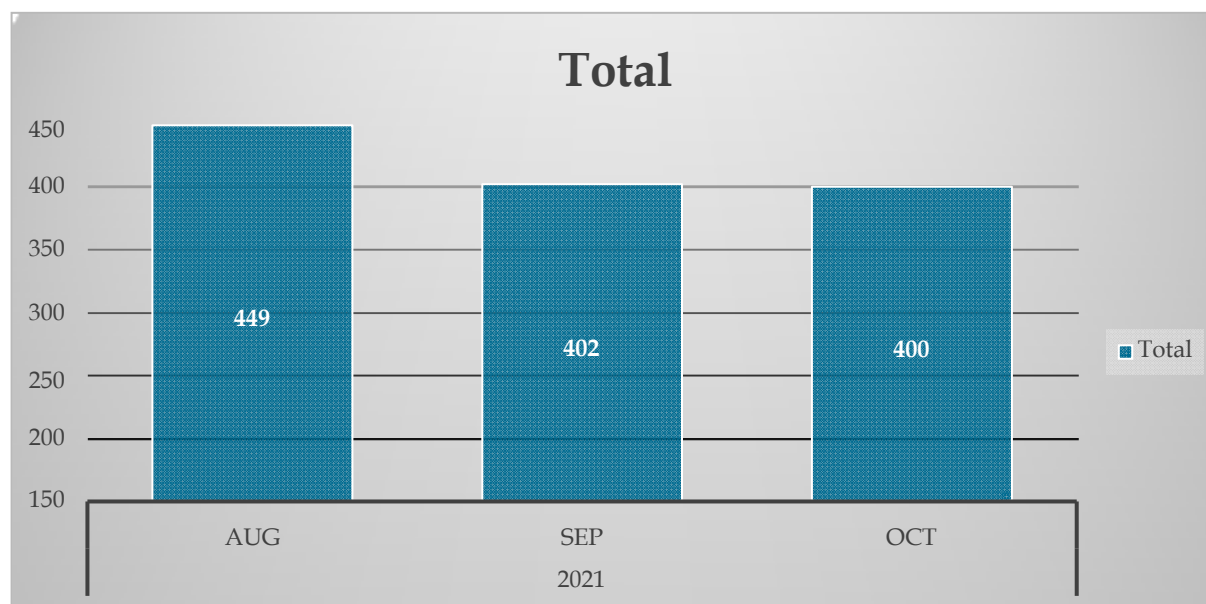
JUSTIFICATION OF FILLED POSITIONS						
October 2021						
DEPARTMENT/OFFICE	CLASSIFICATION	POSITION NUMBER	LOCATION	DATE REQUISITION APPROVED	JUSTIFICATION PROVIDED	DATE POSITION FILLED
Executive Office (Information Services)	Network Systems Analyst II	4063	Ukiah	8/6/2021	Position provides lead planning, installation and configuration of the County's complex IT systems. IS supports 120+ systems currently and the need for administration is constant.	10/17/2021
General Services (Facilities & Fleet)	Administrative Assistant	4388	Ukiah	8/30/2021	Position maintains the administrative work flow of Facilities and Fleet. If not filled, tasks will be assigned to other employees not currently working in this division and who have full time duties. This will result in overtime accrual.	10/17/2021
General Services (Facilities & Fleet)	Assistant Facility Manager	4387	Ukiah	4/7/2021	Services will be to provide oversight of operations at all county buildings, and without this, some negative impacts include the inability to continue to provide efficient on-going services.	10/17/2021
HHSa (Public Health Nursing)	Supervising Public Health Nurse	3856	Ukiah	12/1/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	10/17/2021
HHSa (Social Services)	Account Specialist II	3094	Ukiah	10/1/2020	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	10/17/2021
HHSa (Social Services)	Social Worker Assistant II	1647	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.	10/17/2021
HHSa (Social Services)	Social Worker IV-B	1012	Fort Bragg	5/28/2021	Risk of not meeting State and Federal Mandates, risk of overtime and/or assigning duties elsewhere working someone out of class.	10/17/2021
Planning and Building	Staff Assistant II	4422	Ukiah	9/1/2021	If not filled, there is potential for no office staff coverage at the front counter resulting in unexpected office appointment cancellations and/or closures, and a 6-8 week delay in permit processing.	10/17/2021
Sheriff-Coroner (Jail)	Program Manager	4412	Ukiah	8/20/2021	This position is critical to the functioning of the Inmate Services Program, which is an integral part of the Sheriff's correctional facility, with a mission of reducing recidivism and returning jail residents to the community in better condition than when they entered.	10/17/2021

INFORMATION SERVICES DIVISION MONTHLY UPDATE

OCTOBER 2021

Operations Update

Operations Quarterly Help Desk Metrics



Helpdesk Call totals

Total Calls – 481

- **Answered** – 417 (86.7%)
 - Avg. time to Answer – 26 seconds
- **Abandoned** (Long, Short) – 54 (11%), 5 (0.1%)
 - Avg. time to Abandon – 1minute 31seconds
 - Short Abandons are calls that hang up within 6 seconds of calling
- **Voicemail** – 10 (.2%)
- **Total call duration** – 27.53 hours

Overall Service Level – 93.1%

KnowBe4 Phishing Campaign

Information Services will be implementing additional Phishing tests to supplement our Quarterly Campaigns. This will include Monthly and targeted testing for Staff. Implementation of this additional tests will begin in January, 2022.

INFORMATION SERVICES DIVISION

MONTHLY UPDATE

Public Safety Communications Update

Public Safety Communications South Coast Loop and Pt Arena Radar

The Point Arena microwave repairs and installation to replace the damaged Microwave equipment and finalize the south coast microwave loop are nearly completed. Remaining work to be completed is the finalizing of new Microwave system alarms and power system monitoring as well as relocating the equipment into weather resistant equipment cabinets that have been specified, approved and ordered. Manufacturer supplied product, operations and management training on this new system for County Staff is being scheduled. During the recent rainstorms, leaks in the RADAR building roof have been observed. County Facilities have been apprised of the situation and are responding to repair the roofing as soon as possible.

Public Safety Communications Microwave Radio System MPLS Project Update

The new Nokia MPLS equipment installations at all County Communications sites have been successfully completed as of October 23, 2021. In preparation for the MPLS equipment installation and cutovers, the required new DC power systems were installed and cut over at the Ukiah dispatch and Laughlin ATT sites on October 27, 2021.

During the DC power plant cutovers at Ukiah and Laughlin, the County experienced a major failure of the aging T1 Ring switching equipment tied to the County Microwave System. This equipment failure severely disrupted Public Safety radio communications for the Sheriff's Office Central and South Coast Sectors, Fire and Medical dispatch Countywide, and County Roads on the South Coast. County Communications Staff assisted getting Fire and Medical dispatch working again on backup for all areas of the county except the Gualala area within minutes. Later that day County Communications staff were able to bypass the failed T1 Ring switch at Laughlin restoring radio communications for Sheriff's Office Central Sector and Fire / Medical dispatch on their primary system Countywide within 6 hours of the initial failure. Early the next morning County Communications Staff were able to re-establish Sheriffs radio communications to the South Coast Sector area using an alternate microwave circuit. Later it was determined the T1 Ring switch that failed was due to the power interruption and age of the equipment. Saturday, October 30, 2021, All County Communications site Data services were cut over to the new MPLS system successfully.

Public Safety Communications Microwave Radio System Simulcast Repeater Upgrade Project Update

The Simulcast Repeater Upgrade Project is currently proceeding on schedule. 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 early November pending arrivals of all materials and contractor availability. The funding required to finish this project (Phase 1B) 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.

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

INFORMATION SERVICES DIVISION

MONTHLY UPDATE

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 continuous addition of the Citizens Redistricting Commission's Supervisor District boundary proposals, up to and including Draft 10.

The GIS Coordinator is working with staff from County Counsel's office and the Executive office to act as staff for the Citizens Redistricting Commission. GIS Program Staff have participated in the in public meetings for the Citizens Redistricting Commission and have prepared and presented static maps and data tables as well as interactive mapping tools during the Commission's public workshops. For each new draft, static maps with the required statistics and accompanying data tables are prepared for publishing to the County's Redistricting website.

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 Information Services 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.

Development and Business Applications Update

MUNIS Upgrade – Finance System Upgrade and Improvements

- Re-launch of Tyler Content Manager (TCM)
 - A new effort has begun to improve usage of TCM application. The County has had TCM installed for several years. Information Services Division staff are now working to introduce new usages in the spirit of creating more automation and less paper intensive processes
- Employee Self Services (ESS)
 - Information Services Division staff have successfully installed this companion piece to our Munis suite of applications, and are currently working on implementation details. This module will allow each employee to interact with the County's HR/Payroll system in ways they have not been able to previously, for such items as retrieval of paystubs, updating emergency contacts, and updates to W4 information. Additionally, this module will allow for the tracking county wide for performance evaluations
- New Hub for 19.1

Property Tax Software System (Aumentum)

The Information Services Division continues to assist in the implementation of the Aumentum Property Tax Software System. We are happy to report that the system has successfully produced the annual Secured Property Tax bills on time. Additionally, work is continuing on the implementation of the Tax Sale module, which will assist in the sale of Tax defaulted properties. Completing the process of issuing corrected bills is on the near horizon. Each step of this implementation process requires the coordination of stakeholders at the Assessor, Auditor and Tax Collector's Offices. Each of these departments have performed admirably during the challenging implementation of this major software package.

INFORMATION SERVICES DIVISION MONTHLY UPDATE

Criminal Justice Software Migration Update

- The Information Services Division is actively assisting the District Attorney's Office in implementation of their new case management system, Prosecutor by Karpel. This application is widely used throughout California (and in many other states). It is expected this application will go live sometime in early 2022
- The Public and Alternate Defender's Offices have also landed on a product by Karpel, and the Information Services Division is currently assisting

Board Directives

Internal Document Only

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
21-89	10/26/2021	4M)	Approval of Fifth Amendment to BOS Agreement 17-131 with NaphCare Inc. in the Amount of \$3,484,847.76 for a New Agreement Total of \$19,105,009.38 for Medical Health Services for the Mendocino County Sheriff's Office (MCSO) Jail with a New Term End Date of December 31, 2022 – Sponsor: Sheriff-Coroner	GENERAL CONSENSUS OF THE BOARD to direct that the item come back as a regular item with an informational report regarding a performance evaluation of the contractor, and if they do not have sufficient past performance records, set something up for future performance	Sheriff	IN PROCESS	Item tentatively scheduled to come before the Board on 11-16-21.
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	11-8-21: Direction from CAL OSHA and the federal government is still outstanding. On hold.
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	
21-79	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.
21-75	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.	County Counsel/Sheriff	IN PROCESS	11-8-21: County Counsel is bringing an item forward on 11-16-21 for Manning & Kass to represent MCSO for conflict matters.
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	
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	

Board Directives

Internal Document Only

Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
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	
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.
21-36	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.

Board Directives

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Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
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.
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	ONGOING	On-going. First report was provided as part of CEO report for the 6.22.2021 BOS meeting. 11-9-21: Reports have been part of each subsequent CEO report.
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 Health and Human Services Agency)	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 upcoming Consent Calendar.	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. 11-8-21: Crop Report is coming forward in January.
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-Tax Collector/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.

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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/Cannabis/Auditor	IN PROCESS	Reassigned directive from PBS to Cannabis.
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	ONGOING	Code Enforcement has and will continue to provide notice in this manner.
20-87	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 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	
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	

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Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
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 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	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. 11-9-21: Department will discuss timing of Directive with Board during future presentation on Work Plan for the Department.
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	
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	3/102020	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	

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Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
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	Executive Office	IN PROCESS	
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.

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Directive #	Date	Agenda Item #	Agenda Item Title	Directive	Department	Status	Progress/Updates
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.
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 unincorporated areas.	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 with sprinklers	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	

Legislative & Policy Updates for Internet Connectivity in Mendocino County

Enormous opportunities are on the immediate horizon for internet connectivity in Mendocino County. With the passage of [SB 156](#), California will see a \$6+ billion investment in "open access," "middle mile," and "last mile" networks by mid-decade. The funds are approved, and planning processes are underway; [the public can comment](#) to the California Public Utilities Commission (CPUC.)

In the "[middle mile](#)," Mendocino County is promised the benefit of more than 100 miles of underground fiber-optic cables along our Highways. The "last mile" distribution to homes and businesses along County roads is being developed under a Joint Exercise of Powers Agreement with [Golden State Connect Authority](#) (GSCA,) formed by Rural County Representatives of California (RCRC) and adopted by the County of Mendocino.

[According to CalMatters](#): SB 156 'Invests \$6 billion toward...a statewide "middle mile" network — that is, the internet highway between the "core" internet and the "last mile" networks which, like surface streets, connect homes and businesses. Getting "middle mile" network connectivity to these places is critical because you can't build internet surface streets until the internet highway is in place.'

During and before the Covid-19 pandemic, the County of Mendocino has been diligently studying the challenges of providing improved services across our mountainous, sparsely populated terrain while applying for previously underfunded grants. Now, considerable State and Federal stimulus funds have been set aside to address the digital divide we have long experienced. However, the most resilient and future-proof design, consisting of all underground fiber to every home, is still 5 to 10 times more expensive than the funding anticipated through SB 156.

Fortunately, rapidly developing technologies such as Low Earth Orbit satellite (LEOs,) and fixed wireless deployment along the "open access" network will strengthen and expand coverage in ways that will provide usable broadband access to even the most remote regions of our County, within the next few years.

Senator McGuire and Assemblymember Wood sit on the nine-member [Middle Mile Advisory Committee](#) and continue to be instrumental in advocating for the needs of Mendocino County. In addition, the County Executive Office and each County Supervisor are engaged in the process, with Supervisors Williams and Haschak as a member and an alternate for the North Bay North Coast Broadband Consortium, and Supervisors McGourty and Williams as a member and an alternate for the Rural County Representative of California.

When precise plans for the "middle mile" and "last mile" networks in Mendocino County are realized, then supplemental grant opportunities such as the [California Advanced Services Fund](#); the [National Tribal Broadband Grant](#); [National Telecommunications and Information Administration](#); the [U.S Department of Agriculture Re-Connect](#); and others grants should be considered, in pursuit of digital equity and inclusion throughout Mendocino County.

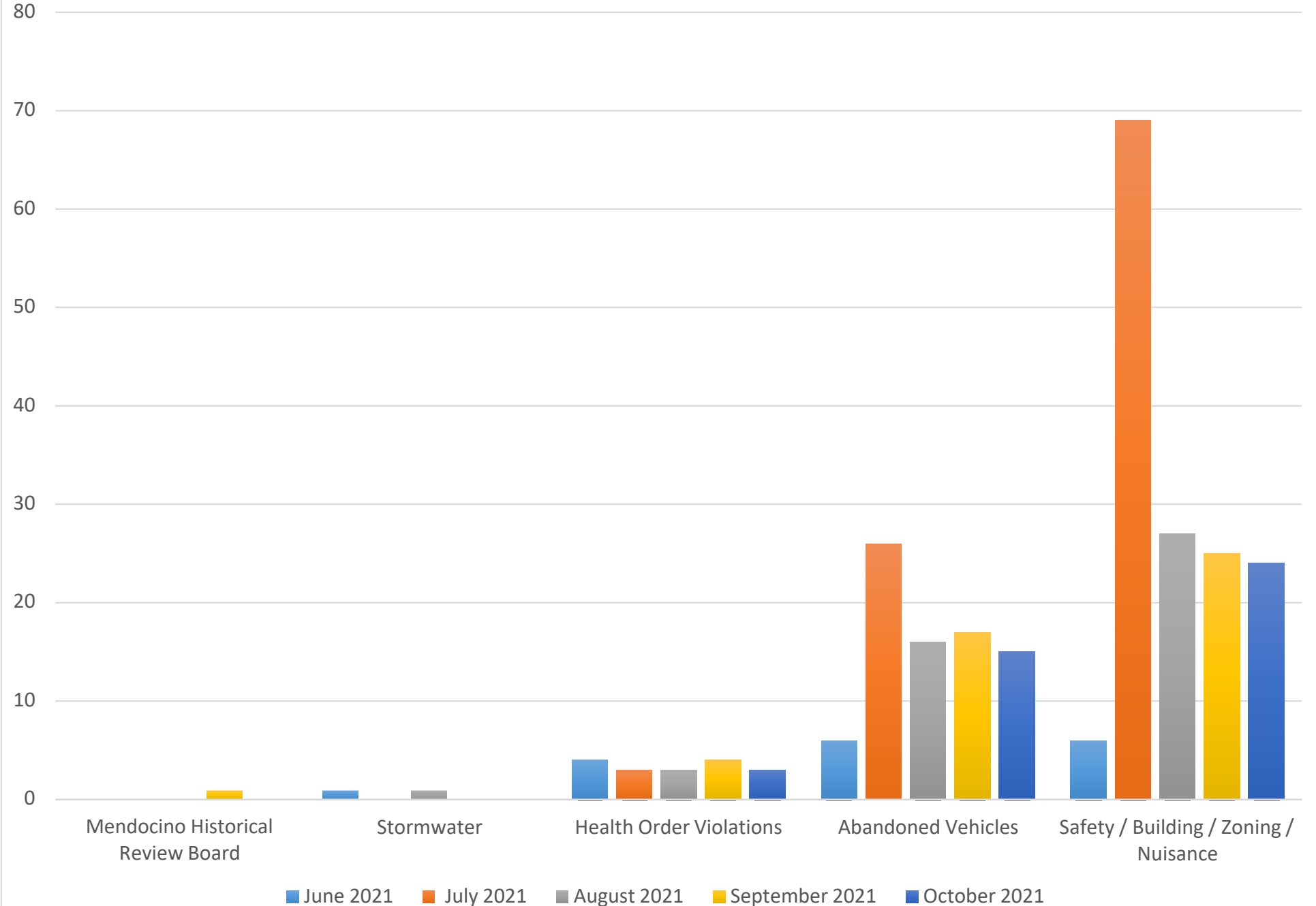


Qualifying homes are encouraged to apply for the [Emergency Broadband Benefit Program](#), which helps families and households struggling to afford internet service during the COVID-19 pandemic.

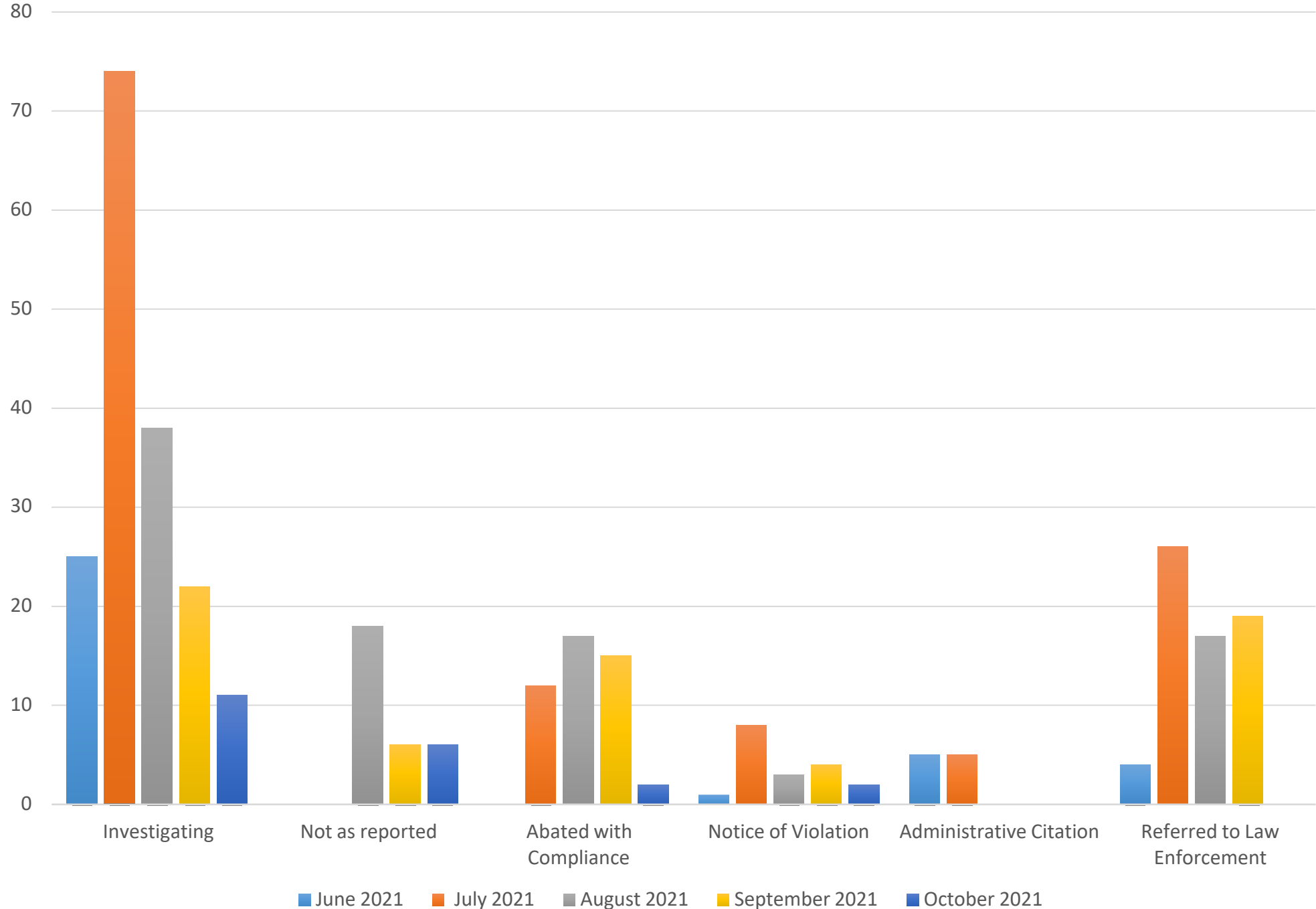
We invite County residents to test their internet speed through [Connect-Up-Mendo](#); the County launched [crowd-sourced web page](#) that aspires to collect and

share accurate data about internet quality and availability in every region of Mendocino County.

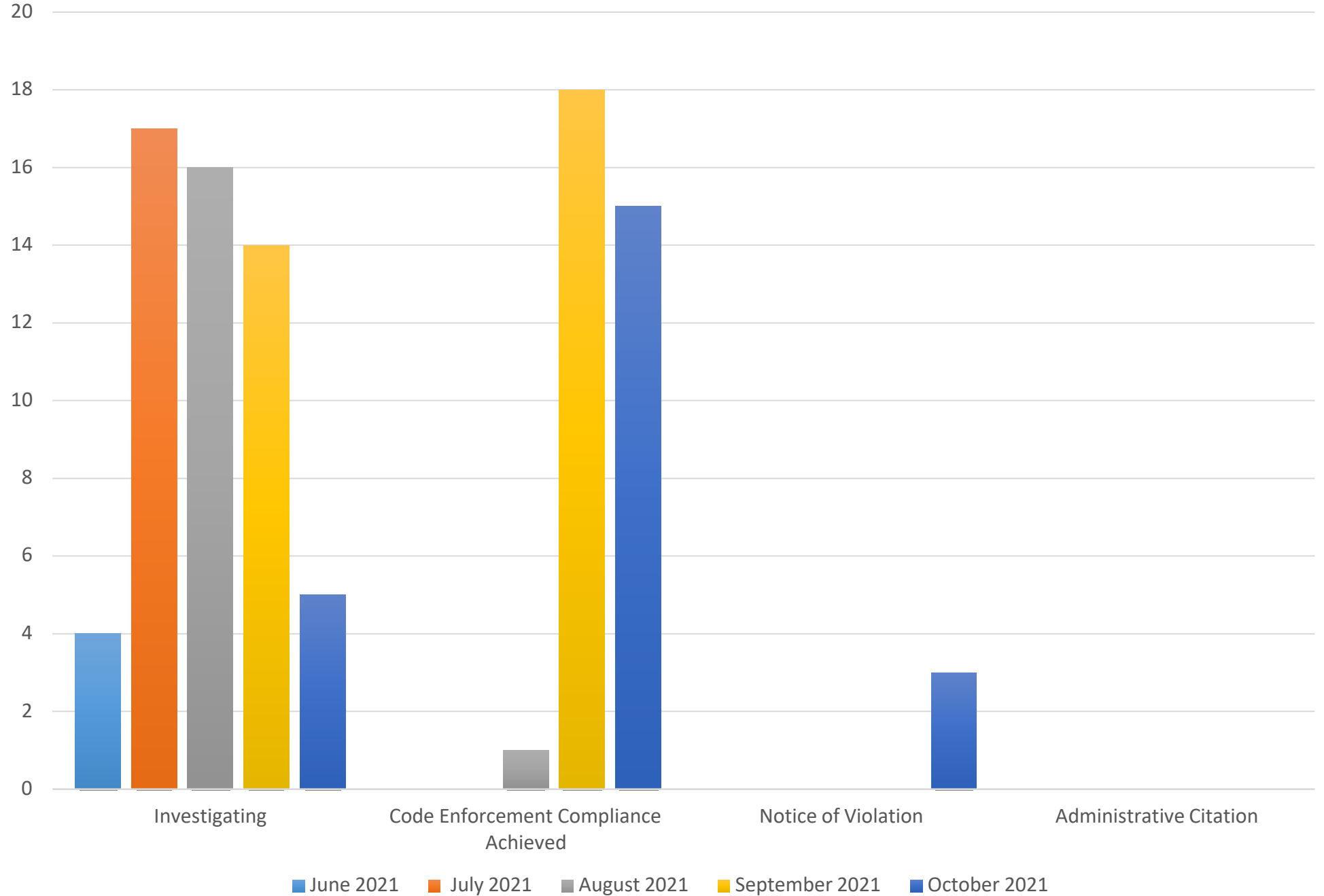
CODE ENFORCEMENT – NON-CANNABIS COMPLAINTS



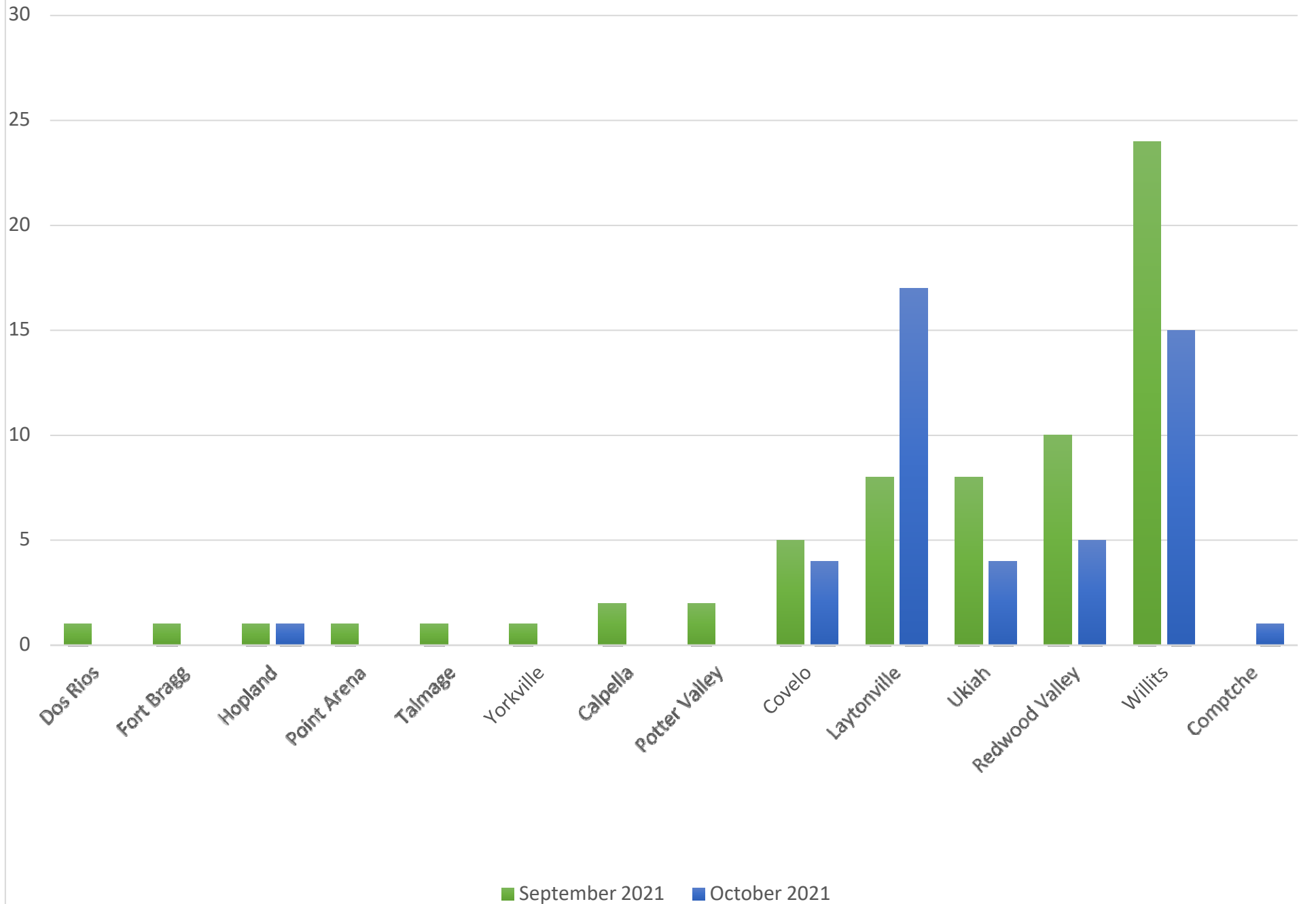
CODE ENFORCEMENT – NON-PERMITTED CANNABIS COMPLAINTS



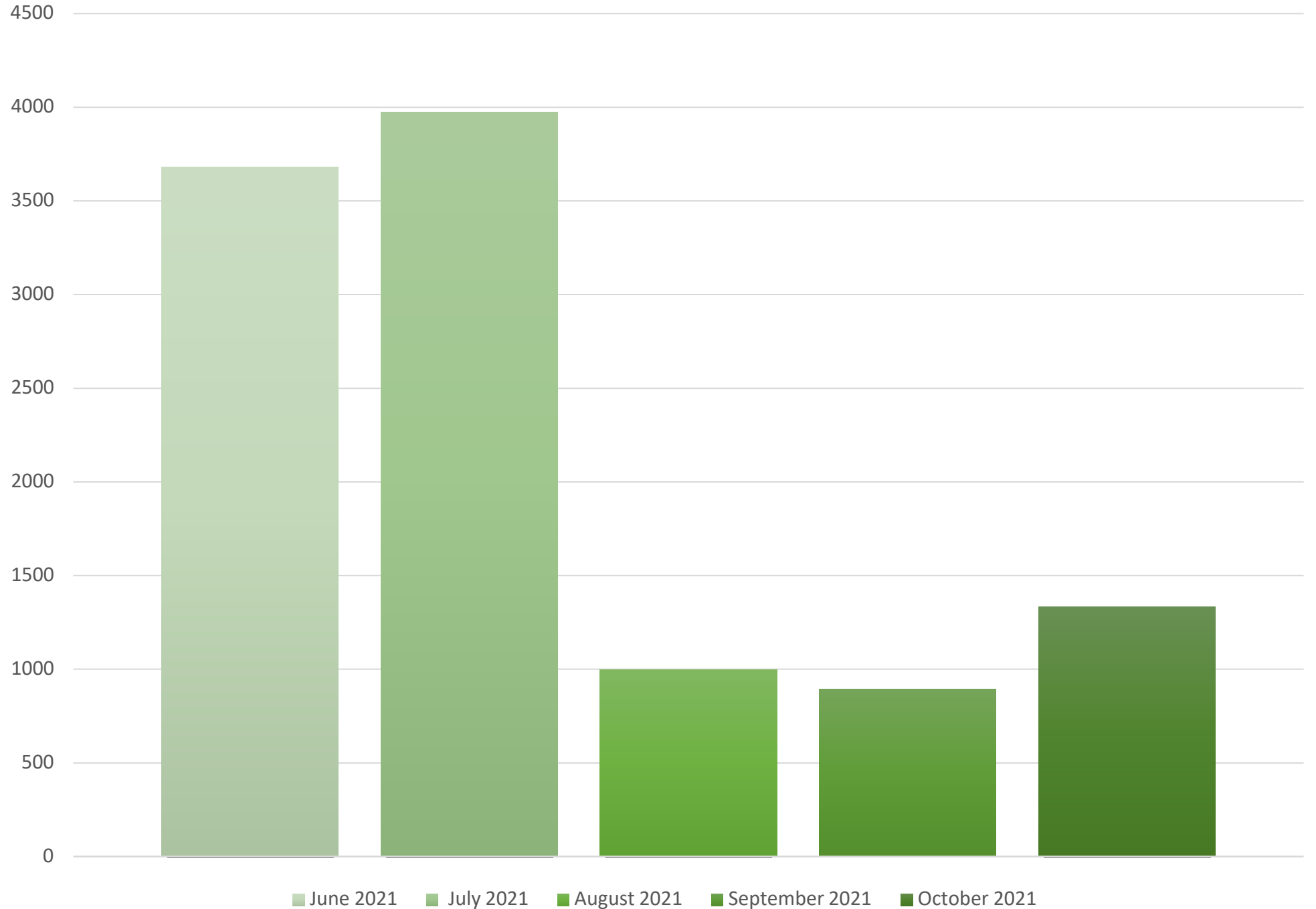
CODE ENFORCEMENT – IN-PROGRAM CANNABIS COMPLAINTS



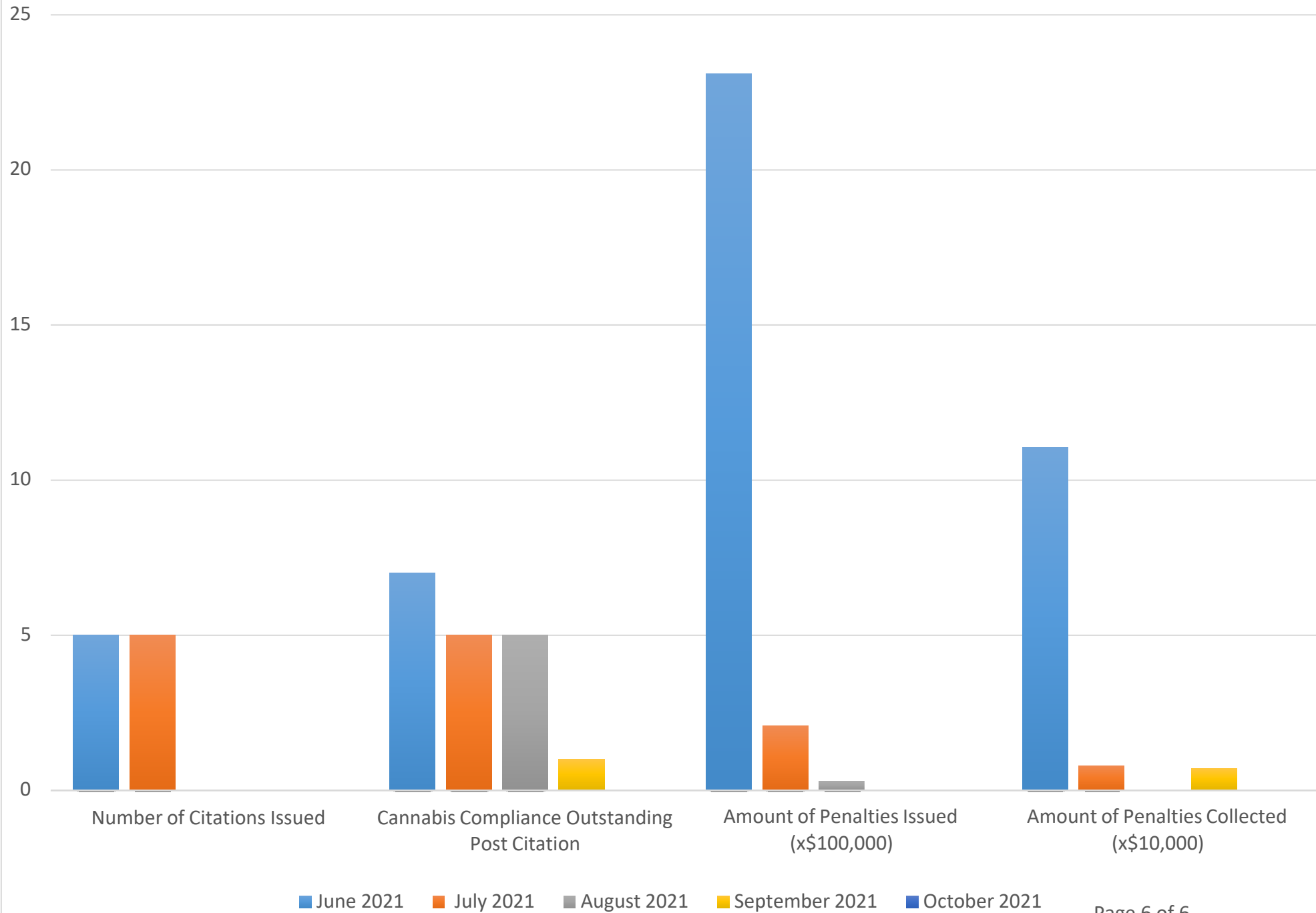
CODE ENFORCEMENT – CANNABIS COMPLAINTS BY LOCATION



CODE ENFORCEMENT – CANNABIS PLANTS ABATED



CODE ENFORCEMENT – PENALTIES



MENDOCINO COUNTY – FACILITIES AND FLEET & CENTRAL SERVICES DIVISIONS

MONTHLY REPORT-OUT - CEO REPORT

NOVEMBER - PROJECT AND OTHER UPDATES

FACILITIES & FLEET DIVISION

Administrative Update

- Facilities received proposals for space planning and facility condition analysis from architectural and construction management firms on September 23. Staff are in the process of coordinating presentation with those selected for final interviews with the space plan working group, anticipating presenting the recommend firm for Board of Supervisors approval and initiate the County's Space Needs Assessment project.
 - Staff will work with the selected firm to gather information from departments and the County's building sites.
 - The final report will be presented to the Board for review and consideration.
- Staff is working with Sonoma Clean Power on conversion to evergreen services, pursuant to Board of Supervisors action on August 3, 2021; General Services staff will be presenting an update to the Board on December 7 related to this, along with the results of the Energy Audit performed on County owned facilities.
- In early October, the General Services Agency received several communications regarding concern for apparent work PG&E had planned in the Faulkner Park area. As a result, County representatives outreached to PG&E and coordinated a meeting with PG&E on October 21, 2021 onsite at Faulkner Park to review their vegetation management plan. Staff were informed that the plan spans 30 miles, with the County's public park representing a fraction of a mile. County staff requested written supporting documents, a scope of work, and a commitment to delay any vegetation or work within the Park before negotiation with county. Allison Talbot (Government Relations, PG&E) is coordinating a presentation to the Board of Supervisors regarding the proposed work, which will offer the opportunity for public comment. PG&E indicated that once their evaluation work is completed, they will perform a cost analysis to determine what approach they will take to mitigate their identified hazard(s). PG&E assured County representatives that no work will be scheduled in the park without collaboration, however, they advised that there is planned work near or around the park.
- Staff has begun work with the Chief Probation Officer to prioritize facility improvements to allow probation staff to comply with recent ruling requiring the County to have a Pre-trial Release program in place. Facilities has requested an architectural proposal to evaluate program requirements and available spaces.
- Facilities staff has been collaborating with Library staff regarding various space Library assessments. Infrastructure and resiliency grant opportunities available to the County Library system to better coordinate the evaluation process and leverage available funding.

Facility Maintenance and Operations

- PSPS generator deployment for critical facilities will now be released for this fire season.
- Annual parking lotsweeping took place October 19, 2021, a requirement of the County's Storm Water Permit.
- Building Maintenance work orders received – 789 Fiscal Year to date
- Building Maintenance work orders completed – 781 Fiscal Year to date
- Current open Building Maintenance work orders – 225

NOVEMBER - PROJECT AND OTHER UPDATES

Fleet Operations	<ul style="list-style-type: none"> Fleet Staff continues ongoing meetings with Enterprise Fleet Management (EFM) systems for development of lease model for County vehicle use. Staff is currently developing a County replacement program, including comparison models (lease v. County owned/maintained), estimated costs associated with each model, and potential solutions for next Fiscal Year. Garage work orders – 289 Fiscal Year to date Garage work orders completed – 289 Fiscal Year to date Vehicle Charging Station Two vehicle charging stations remain uninstalled (purchased in 2015ish) Facilities had previously explored install options at county locations, including Yokayo front Staff are exploring installation of electric vehicle charging stations at the County's Social Services building on State Street <ul style="list-style-type: none"> Initial quote for installation of two charging stations is \$35,000 - \$45,000 Facilities staff outreaching to fiscal team and Social Services to explore funding options regarding install
Facilities and Fleet planning activities in progress:	<ul style="list-style-type: none"> Space Utilization Analysis Five Year CIP (2017-2022) Update ADA Plan update Facility Safety Assessment Energy Efficiency Analysis Generator/E-power Plan Facility Condition Analysis Parks Needs Assessment (Phase II) Vehicle Replacement Plan/Program Vehicle Leasing program analysis and options
CAPITAL IMPROVEMENT PROJECTS	
Communications Site Hardening Projects funded by PG&E settlement funds and CDBG resiliency Grants	<ul style="list-style-type: none"> Sanhedrin Repeater Site Power Line Pole Replacement project in the third and final Phase and with anticipated completion in summer of 2022. Staff is working with consultants to develop standards and requirements to survey the existing underground electrical lines. The replacement/new 911 equipment shelter is in the final project planning phase for the CDBG hazard mitigation grant process, with approval expected in early 2022 (and procurement and bidding to follow). In addition to relocating data storage and communications equipment from the 911 basement, this project replaces hazardous electrical panels and provides a new generator for full building power. Staff has requested Construction Management proposals to assist in managing the facility construction aspects of this project. With recent funding approval, county wide repeater site hardening prioritization and project development is under way. Initial emphasis on Sanel and Sanhedrin hardening projects, focusing on back-up power, site access and security, waterproofing, fire hardening and equipment cooling.
Jail Expansion Readiness Projects	<ul style="list-style-type: none"> The Parking Improvement Project design is nearing completion in anticipation of bidding this winter for a spring 2022 start. Staff is bringing forward an opportunity to meet long planned goals of the Information Technology Master Plan (ITMP) and ensure high speed uninterrupted Fiber Optic data service throughout the Jail Building 3 Project with a funding request at first quarter. With approval of this project, new high speed connections will be completed to all three jail buildings, the Jail Programs Building and General Services prior to the start of the Jail Project. Without approval the original feed will need to be re-routed around the new

NOVEMBER - PROJECT AND OTHER UPDATES

	building.
Emergency Projects	<ul style="list-style-type: none"> Emergency tree removal is being expedited at the Point Arena Veterans Hall. Staff was in the process of securing Coastal Development Permits (CDP) for the planned removal of dozens of dead and dying trees when one of these trees fell, landing close to several parked cars. With the support of the City of Point Arena, this emergency declaration allows for expedited procurement as well as waiver of notice and retroactive approval of the CDP. Additional funding necessary for this project will be presented with the first quarter budget report and recommendations. Roof leaks at the Point Arena Air Force Base repeater site are threatening newly installed equipment. The emergency declaration allows for expedited procurement and retroactive contracts to ensure the roof recoating is completed as soon as possible. The 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 and the plumbing problems have been corrected. Non-emergency replacement of finishes and casework will proceed promptly.
Other Projects of Note	<ul style="list-style-type: none"> The Willits Library broadband data wiring project has been awarded and work is expected to be completed by the end of the year. The Board Chamber Remodel project is complete. Staff is reviewing several options to enhance security and finishes in chambers and will provide updates accordingly. The Administration Center Server Room Cooling and Fire Suppression project is in final stages of design with bidding anticipated after the first of the year. The Project to replace the Uninterrupted Power Supply (UPS) at the fiber optic hub at the Courthouse Annex has been completed. Initial design process is underway to replace failing HVAC units at Jail Building 2 and the Ukiah Department of Transportation Office.
Measure B Projects	<ul style="list-style-type: none"> The Regional Behavioral Health Training Center is complete and ready for Use. The Crisis Residential Treatment Center is complete and scheduled to be turned over to the operator the week of November 8th. The Psychiatric Health Facility feasibility study for the Whitmore Lane site is in progress. Staff is expecting preliminary findings in December with a Board presentation scheduled for January.
SB 844 Jail Expansion	<ul style="list-style-type: none"> The County's architect is preparing construction drawings for the Building 3 expansion with a goal of completing documents for state review by the end of the year. Staff has begun work to request prequalification applications for contractors interested in bidding on the project. This competitive process will ensure that all bidders have the qualifications and experience necessary for this project. The project team anticipates bidding in the summer of 2022 subject to approvals by state oversight agencies.
CENTRAL SERVICES DIVISION	
Real Property	<ul style="list-style-type: none"> General Services Agency staff are working on a potential lease of space for the GEO Day Reporting Center and Social Services/Family Center (co location). Staff are negotiating lease terms and occupancy details and will report to the Board as progress is made.
Parks	<ul style="list-style-type: none"> Parks Needs Assessment Phase II <ul style="list-style-type: none"> General Services Agency and the County's Parks Needs Assessment consultants presented the phase II proposed project plan on August 31, 2021. The Board appointed an ad hoc of Supervisors Mulheren and McGourty Staff and the consultants met with the ad hoc Next Steps: <ul style="list-style-type: none"> Ad hoc members to meet and assess potential annual maintenance

NOVEMBER - PROJECT AND OTHER UPDATES

	<p>costsfunding options</p> <ul style="list-style-type: none"> ▪ Consultants to provideinformationregarding for possible maintenance costs ▪ Ad hoc to outreach to stakeholders regarding various access areas and partnerships with various parks ▪ County Staff to research options regarding surplusng or decommissioningvarious access areas ▪ County Staff to outreach to stakeholders regarding potential for collaborations ▪ The Group will reconvene monthly, with the goal to present updates to the Board after the first of the year <p>Other parks considerations:</p> <ul style="list-style-type: none"> ○ Vegetation managementand Fuel Mitigation plan ○ Coordinating and considering outside development interests ○ Concession agreements
Requests for Proposals: Central Services Issued	<p>RFP 036-21 Structural Analysis Tower Inspection</p> <ul style="list-style-type: none"> • Proposals received on October 18, 2021 • Evaluations are being conducted <p>RFQ 038-21 Probation Dodge Durango</p> <ul style="list-style-type: none"> • Proposal received on October 14, 2021 • Probation taking item to the Board of Supervisors soon for approval. <p>RFQ 039-21 Patrol Vehicles</p> <ul style="list-style-type: none"> • Issued on October 1, 2021 • Proposal deadline October 22, 2021
Requests for Proposals: Department Issued	<p>RFP 035-21Space Needs Assessment - Architectural Services</p> <ul style="list-style-type: none"> • Evaluation process began October 20, 2021 • Potential presentations to be scheduled in November 2021. <p>RPB 037-21 Willits Library Data Cabling</p> <ul style="list-style-type: none"> • Proposals received on October 14, 2021 • Project was awarded to the lowest bidder, Fort Bragg Electric for \$46,845.
Purchasing	<ul style="list-style-type: none"> • EOC Logistics Support: Currently with the rain Logistics was no longer needed in support of the declared drought/water emergency and has since stood down.
Long Term Planning	<ul style="list-style-type: none"> • Central Services Operational model • ISF Development- Facilities, Fleet and Central Services • Fiscal reporting structure • Budget Preparation (with Executive Office Budget Team)



Behavioral Health and Recovery Services (BHRS) Update November 2021

November Brings a Month of Self-Awareness, Education, Recognition, and Healing:

- November is National Native American Heritage Month. November is a time to honor the culture and heritage of Native Americans. It is also a time for education, to raise awareness about diversity, equity, and inclusion and the challenges the Native people have faced historically and in the present.
- The First Wednesday in November is National Stress Awareness Day: November 3, 2021. Stress Awareness Day is a 24 hour period of reinforcing the fact that you're not doing yourself a favor by stressing about situations you can't control. Ways to manage stress include, but are not limited to: Exercise, Nutrition, Time Management, Talking, Laughing, Breathing, Relaxation, Hobbies, Reduce/Stop alcohol and/or substance use.
- The third Thursday in November is The Great American Smokeout®: November 18, 2021. The Great American Smokeout® is a day in joining thousands of people who smoke across the country in taking an important step towards a healthier life and reducing cancer risk.

BHRS:

- **Mental Health Services Act** - The Behavioral Health Advisory Board held a Public Comment Period on the 3-Year Plan for MHSA on September 27th and approved the 3-year plan to move forward with the received public comments. The final draft is in the process of going before the Board of Supervisors and is available for people to review on our website: <http://www.mendocinocounty.org/government/health-and-human-services-agency/mental-health-services/mental-health-services-act>. Public comments for MHSA, for future planning, current concerns, or to make suggestions regarding future Innovation plans, are always welcome at MHSA/QIC Joint Forums, the next of which is being held December 8th, at 10 am. Please contact Rena Ford at FordRe@mendocinocounty.org for more information, or check our website for more ways to be involved with MHSA.
- **BHRS Community Wellness** - BHRS Community Wellness staff are advisors for the following school clubs:
- Willits High School Youth Adult Partnership (YAP) Friday Night Live (FNL) group had their first meeting on October 21, 2021 determining the purpose of the group, building participation and leadership in the group. The first of the roadmap - Mile 1: Get Your Group Together meeting had ten (10) students present and our major steps we took were getting to know each other and establishing rights and responsibilities. The Willits YAP FNL will meet monthly. Everyone is welcome and anyone can become a member. They are partnering with the WHS Native American Club on the MMIW Mural Project, scheduled to begin on December 18, 2021.
- Willits High School Interact Club consists of twelve (12) student who meet monthly to develop leadership skills while discovering the power of Service Above Self. Everyone is welcome and anyone can become a member. This club is also sponsored by the Willits Rotary. They are also partnering with the WHS Native American Club on the MMIW Mural Project, scheduled to begin on December 18, 2021.
- Willits High School Native American Club consists of ten (10) students who meet twice a month to develop leadership skills, increase diversity through community involvement, and serves the needs of Native American students through the sharing of culture and heritage of Native Americans. The club provides its members with a social outlet, acting as a source of friendship, and support for everyone involved. Everyone is welcome and anyone can become a member.
- Ukiah Unified School District has connected with staff and prevention services will be implemented this coming month of November. More to come!



Behavioral Health and Recovery Services (BHRS) Update Page 2

Substance Use Disorder Treatment (SUDT):

- Three persons graduated from OPTIONS Adult Drug Court on October 22, 2021. OPTIONS is a collaboration between SUDT, Mendocino County Superior Courts, the Mendocino County Probation Department, and other treatment providers. The graduates completed Triple P Parenting classes, 488 community service hours, and numerous group sessions – congratulations to all!

Grants:

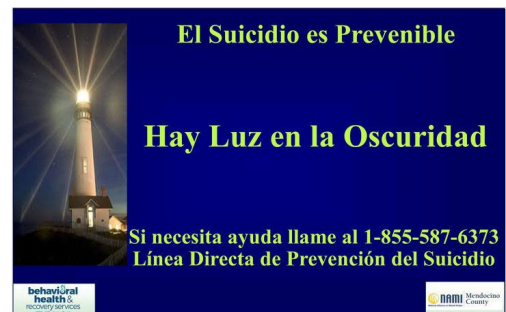
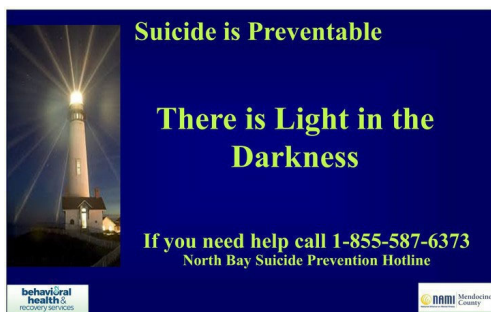
- BHRS is very pleased to report we received award notices of nearly \$100k each for the Department of Health Care Services' Telehealth Expansion Grant for both MH and SUDT. Funding award announcements for our recent grant submissions for the DHCS CRRSAA and ARPA funding for both MH and SUDT and the DHCS Crisis Care Mobile Units grants are expected shortly. Stay tuned!

Recent Grants Applied For:

- Grant funding opportunities continue to keep BHRS staff very busy. We just put the finishing touches on the California Health Facilities Financing Authority's (CHFFA) Investment in Mental Health Wellness Grant for Children and Youth with the goal of opening a youth crisis residential treatment facility right here in Mendocino County. Additional opportunities are in the pipeline and staff expects to continue working on currently identified grants through February of 2022. New grant announcements are promoted regularly and there may be many more to come.

Meetings of Interest and Educational Opportunities:

- MHSA Forum/QIC Meeting: December 8, 2021 10:00 AM – 12:00 PM via Zoom:
<https://mendocinocounty.zoom.us/j/86068925753>
- Cultural Diversity Committee Meeting: Friday, December 17, 2021 3:30 pm - 5:30 pm via Zoom:
<https://mendocinocounty.zoom.us/j/85371204713>





Social Services Status Report November 2021

Adult and Aging Services

November 11th is nationally recognized as Veterans Day, an opportunity for us to honor and show our appreciation, gratitude and respect for the contributions and sacrifices veterans and their families have made for our country. Tens of millions of Americans have served in the Armed Forces of the United States during the past century and hundreds of thousands have given their lives. Veterans Day was once known as Armistice Day and celebrated the anniversary of the signing of the Armistice that ended World War 1. In 1954, Congress changed the holiday to Veterans Day, in honor of all who had fought in various American wars. Veterans are brave and selfless individuals who, when called to duty, willingly put themselves in harm's way to defend the liberty, freedoms and way of life enjoyed by all Americans.

Approximately 6,500 veterans reside in Mendocino County. The Mendocino County Veterans Services Office has the privilege of honoring their service to our country, by assisting veterans and their dependents with obtaining entitlements. This includes health care, mental health, compensation and pension claims, education benefits, housing benefits, and VA life insurance. This past year, the Veterans Services Office completed 1,400 claims, bringing in an estimated \$4.4 million to Mendocino County veterans.

We would like to personally thank our veterans for their unwavering service and commitment to our nation.

Family and Children's Services

Family & Children's Services (FCS) administers many programs, including a child abuse and neglect reporting hotline that is answered by FCS social workers, 24 hours a day, 7 days a week, 365 days a year. Over the past 12 months (October 2020 - September 2021), the hotline received an average of 170 reports of suspected child abuse/neglect a month from mandated reporters, family members and concerned members of the public.

Each report made to the hotline is individually reviewed by using a statewide standardized hotline screening tool, to determine if the report meets the criteria

for a child abuse/neglect investigation and, if so, whether a response is required immediately (within 24 hours) or within 10 days. Referrals that require an investigation are assigned to an Emergency Response social worker in the regional office nearest where the child(ren) and parent(s) are located - Ukiah, Willits or Fort Bragg. Over the past 12 months, approximately 48% of the reports received by the hotline have been assigned for investigation. Reasons a report would not be assigned for investigation include: does not allege child abuse/neglect, does not involve a child under age 18, is a duplicate referral with no new information, referral is being sent to another county where the child lives, not enough information is provided about the child's identity and/or location to enable an in-person response, another agency has jurisdiction, or the referral is historical information only.

To make a suspected child abuse/neglect report, please call 1-866-236-0368. If you are a mandated reporter agency identified in Penal Code Section 11165.7 and would like a mandated reporter training for staff, please contact Emergency Response Hotline Supervisor Daniele Shields at (707) 463-7810 or Senior Program Manager Rebecca Whitting at (707) 467-5874.

Employee & Family Assistance Services (EFAS)

Employment and Family Assistance Services (EFAS) has continued to transition to the new CalSAWS eligibility system, while processing an increased number of public assistance benefit cases. The CalWORKs cash assistance caseload has grown by almost 9%, and the CalFresh Caseload has grown by 7%, since the end of August 2021. In the month of October alone, EFAS received 1100 combined applications for Medi-Cal, CalFresh, CalWORKs, and Temporary Homeless Assistance. As a reminder, applications can now be submitted through the new online portal at BenefitsCal.com. Applications can also be picked up at our offices, located at 737 S. State Street in Ukiah, and 764 S. Franklin Street in Fort Bragg. The open enrollment period for healthcare through Covered CA will be November 1, 2021, through January 31, 2022. You can apply for Medi-Cal any time during the year!

Advocacy and Collaboration Team (ACTeam)

Project Homekey at Live Oak Apartments has housed 71 adults, seniors, and children. Since the start of the project, 23 of these individuals have transitioned to permanent subsidized housing in other locations, thereby freeing up units for homeless households seeking to permanently recover from homelessness. The interest list for this site is currently over 400 individuals. Staff is planning for Phase 2 of the building remodel, which will include installation of the remaining kitchenettes and a possible solar array on the roof and/or parking lot. Construction is anticipated to begin January 2022. To learn more, please visit our website at www.projecthomekeymendocino.org.

ACTeam continues to manage the local implementation of California's Project Roomkey, which provided motel rooms to high-risk unhoused individuals who met specific criteria as a protection from COVID-19 spread. Project Roomkey is

not accepting any new participants, although 52 households remain in motel housing through this program. The County received funding from the California Department of Social Services for the purposes of supporting Project Roomkey Participants, in their efforts to secure stable housing, so that they do not return to homelessness. As expected, the biggest barrier to rehousing efforts lies in the lack of available housing units.

The Community Outreach unit continues to work with local partners to help them navigate the CalFresh, Medi-Cal and Covered California programs, with a focus on families with children. The Outreach Unit provides CalFresh Advocate training to community partners and county staff. The Outreach Unit runs the Mendocino County Car Seat Safety Program, distributing seats, educating families, and providing installation assistance. Outreach Unit staff have been assisting families with applying for COVID related benefits and programs for housing, child care, unemployment, disability, and other benefit programs. The Outreach Unit convenes and facilitates meetings between County staff and community agencies to focus on children's health, safety and resource navigation. The Community Outreach unit has taken responsibility for the local implementation of 211, through a contracting relationship with United Way.