

BOARD OF SUPERVISORS

REX BOHN
First District
MICHELLE BUSHNELL
Second District
MIKE WILSON
Third District
VIRGINIA BASS
Chair - Fourth District
STEVE MADRONE
Vice Chair - Fifth District



COUNTY STAFF

ELISHIA HAYES
County Administrative Officer
SCOTT MILES
Interim County Counsel
KATHY HAYES
Clerk of the Board

**BOARD OF SUPERVISORS
COUNTY OF HUMBOLDT
825 FIFTH STREET
EUREKA, CA 95501
SUPERVISORS' CHAMBER, FIRST FLOOR
ACTION SUMMARY**

Tuesday, December 13, 2022

9:00 AM

Regular Meeting - Hybrid

A. ROLL CALL

Present: 5 - Supervisor Virginia Bass, Supervisor Steve Madrone, Supervisor Rex Bohn,
Supervisor Michelle Bushnell, and Supervisor Mike Wilson
Absent: 0

B. SALUTE TO THE FLAG

C. MODIFICATIONS TO THE AGENDA

D. CONSENT CALENDAR

Approval of the Consent Agenda

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

Board of Supervisors

1. Notice of At-Large Vacancy on the Assessment Appeals Board

Recommendation: That the Board of Supervisors:
1. Receive and file the report.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

2. Resolution Recognizing Judge Christopher Wilson for His Dedication to Boys & Girls Club Teen Courts (Supervisor Rex Bohn)

Recommendation: That the Board of Supervisors:

1. Adopt the resolution.

A motion was made by Supervisor Bohn, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

3. Retirement Resolution for Yvonne Winter (Supervisor Virginia Bass)

Recommendation: That the Board of Supervisors:

1. Adopt the Resolution.

A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

4. Letter of Appreciation for Michael Miller for his Service to the Southern Humboldt Community (Supervisor Michelle Bushnell)

Recommendation: That the Board of Supervisors:

1. Authorize the Chair to sign the letter of appreciation

A motion was made by Supervisor Bushnell, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

5. Appoint Kimberly Wiley to the Human Rights Commission Representing the Fifth District (Supervisor Steve Madrone)

Recommendation: That the Board of Supervisors:

1. Receive and file the report.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

6. Retirement Certificate for Jeanine Lancaster at the Humboldt County Library (Supervisor Virginia Bass)

Recommendation: That the Board of Supervisors:

1. Ratify authorization for the Chair to sign the retirement certificate.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

7. Letter of Recognition to Redwood National Park Superintendent Steve Mietz for His Receipt of a National Award (Supervisor Mike Wilson)

Recommendation: That the Board of Supervisors:
1. Authorize the Chair to sign the letter.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

Child Support Services

8. North Coast Regional Department of Child Support Services (NCR DCSS) Requesting Authorization to Obtain Originating Agency Identifier (ORI) for Fingerprinting Results

Recommendation: That the Board of Supervisors:
1. Authorize North Coast Regional Department of Child Support Services (NCR DCSS) to obtain Originating Agency Identifier (ORI) for fingerprinting results of summary criminal history information for employment, licensing, or certification purposes.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

Clerk of the Board

9. Approval of the Action Summary - Meeting of November 8, 2022

Recommendation: That the Board of Supervisors:
1. Approve the Action Summary for the meeting of November 8, 2022, and authorize the Clerk of the Board and the Board Chair to sign the minute book in accordance with California Governmental Code Section 25103.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

10. Approval of the Action Summary - Meeting of November 29, 2022

Recommendation: That the Board of Supervisors:
1. Approve the Action Summary for the meeting of November 29, 2022, and authorize the Clerk of the Board and the Board Chair to sign the minute book in accordance with California Governmental Code Section 25103.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

County Administrative Office

11. Microsoft Enterprise Agreement with Dell Inc. Regarding the Provision of Software Licenses and Support and Hosting Services and Supplemental Budget for the County Administrative Office Information Technology Division Budget Unit 3550-118 (4/5 Vote Required)

Recommendation: That the Board of Supervisors:

1. Waive the requirements of the Humboldt County Nuclear Free Ordinance with regard to the attached Microsoft Enterprise Agreement with Dell Inc.;
2. Approve, and authorize the Chair of the Board to execute, the attached Microsoft Enterprise Agreement with Dell Inc., and related documents attached hereto, regarding the provision of software licenses and support and hosting services required for the continued use of the Microsoft O365 Online platform;
3. Authorize the Humboldt County Purchasing Agent, or a designee thereof, to execute any and all subsequent amendments to the attached Microsoft Enterprise Agreement with Dell Inc., after review and approval by County Counsel, Risk Management and the County Administrative Office; and
4. Approve the attached supplemental budget for the County Administrative Office Information Technology Division budget unit 3550-118 in the amount of One Hundred Thirty-Nine Thousand Seven Hundred Seventy-Five Dollars (\$139,775.00) for fiscal year 2022-2023 (4/5 Vote Required).

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

County Clerk/Recorder/Registrar of Voters

12. Certification of the Results of the November 8, 2022, Statewide General Election

Recommendation: That the Board of Supervisors:

1. Accept the Certified Statement of Results of the Official Canvass for the November 8, 2022, Statewide General Election.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

Department of Health and Human Services: Administration

13. Extension of Extra Help Hours Past the 960 Hour Limit (4/5 Vote Required)

Recommendation: That the Board of Supervisors:

1. Approve a waiver of the 960 extra-help limitation for the following staff and an extension of 960 hours, to a maximum of 1,920 hours for fiscal year 2022-23, pursuant to Section 7 of the Humboldt County Salary Resolution (4/5 vote required):
 - a. Terra Adams, Office Assistant I, DHHS Administration
 - b. Casey Aveggio, Communicable Disease Investigator I, Public Health
 - c. Amber Bowlds, Health Education Specialist I, Public Health
 - d. Steven Bowman, Communicable Disease Investigator I, Public Health
 - e. Brian Carter, Communicable Disease Investigator I, Public Health
 - f. Jonadel Hang, Medical Office Assistant I, Public Health
 - g. Sandy Hang, Communicable Disease Investigator I, Public Health
 - h. Timothy Talbert, Registered Nurse, Public Health

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

Human Resources

14. Reallocation of (1) 1.0 Full Time Equivalent (FTE) Staff Services Manager to (1) 1.0 FTE Program Manager II.

Recommendation: That the Board of Supervisors:

1. Approve the reallocation of the Staff Services Manager (job class 0395, salary range 480, 1.0 FTE, position 01, bargaining unit 008) in, budget unit (BU)516, occupied by Vonnie Fierro, to a Program Manager II (salary range 533, job class 0750, salary range 533, FTE 1.0, position to be determined, bargaining unit 008) in BU 516: (Attachment #1) effective the first full pay period following Board adoption.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

15. Reallocation of the 1.0 Full Time Equivalent (FTE) Legal Office Services Manager (M/C) to a 1.0 FTE Administrative Services Officer (M/C) and Reclassification of the Incumbent Employee

Recommendation: That the Board of Supervisors:

1. Approve the reallocation of 1.0 FTE Legal Office Services Manager (Salary Range 453, Class # 0143, Position 01) in Fund 1100, Budget Unit (BU) 235, currently occupied by Lauren Lund, to a 1.0 Administrative Services Officer (Salary Range 453, Class # 0776, Position 03), and reclassify Ms. Lund accordingly, effective the first full pay period following Board adoption.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

16. Position Allocation Modification for the County Administrative Office - IT Division

Recommendation: That the Board of Supervisors:

1. Adopt the amended and retitled job specification of IT Security Officer (salary range 519, class 0290), replacing IT Security Analyst III, into the Comprehensive Compensation Schedule and Classification Summary effective December 25, 2022.
2. Approve the reallocation of 1.0 full-time equivalent (FTE) IT Security Analyst III (salary range 519, class 0290) in Fund 3550, budget unit (BU) 118, Information Technology, currently vacant, to a 1.0 FTE IT Security Officer (salary range 519, class 0290), effective December 25, 2022.
3. Adopt the Resolution (Attachment 1) approving the amendment of the January 1, 2022 - December 31, 2024 Compensation Plan for Management & Confidential Employees and the Comprehensive Compensation Schedule and Classification Summary effective December 25, 2022 (Attachment 2).

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

17. Ratification of a Side Letter of Agreement with the Humboldt Deputy Sheriffs' Organization (HDSO) Unit 6

Recommendation: That the Board of Supervisors:

1. Approve and authorize the Chair of the Board to sign a Side Letter of Agreement with HDSO (Attachment 1) amending the current 2021 - 2024 Memorandum of Understanding (MOU) (Attachment 2) between the county and HDSO.
2. Per the Side Letter (Attachment 1), adopt equity increases for the following classifications effective the pay period following Board approval and amend the county's Comprehensive Compensation Schedule (Attachment 3):
 - a. Deputy Coroner - Public Administrator (Class #0445): shall receive an eight (8) percent or sixteen (16) salary ranges increase to base pay and shall move from salary range 433 to salary range 449.
 - b. Senior Probation Officer (Class #s: 0471 and 0469): shall receive a one (1) percent or (2) salary ranges increase to base pay as follows:
 - i. Class #0471 shall move from salary range 430 to salary range 432.
 - ii. Class #0469 shall move from salary range 443 to salary range 445.
 - c. Sheriff's Investigator (Class #0423): shall receive an eight (8) percent or sixteen (16) salary ranges increase to base pay and shall move from salary range 462 to salary range 478.
 - d. Investigator (District Attorney) (Class #0412): shall receive a five (5) percent or ten (10) salary range increase to base pay and shall move from salary range 477 to salary range 487.
3. Per the Side Letter (Attachment 1), establish the following incentive payments:
 - a. A Sergeant assigned to be in charge/supervise the FTO program shall receive a five percent (5%) (ten salary range) base wage increase during the period of such assignment.
 - b. Sheriff's Sergeants (Class #0414) and Deputy Sheriffs (Class #0416) assigned to the Criminal Investigations Division shall receive a ten (10) salary range increase above base pay during the period of such assignment.
4. Adopt the resolution (Attachment 4) approving the Side Letter (Attachment 1) to the MOU between the County of Humboldt and the Humboldt Deputy Sheriffs' Organization (HDSO) for Unit 6 (Attachment 2).

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

Libraries

18. English as a Second Language Services with Humboldt Literacy Project

Recommendation: That the Board of Supervisors:

1. Accept \$24,750 in grant funds from the California State Library;
2. Approve and authorize the Chair to execute an agreement for contracted services with the Humboldt Literacy Project; and
3. Return to Library two executed copies of the agreement.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

Public Works

19. Annual Report for Fiscal Year 2021-22 Regarding Drainage Facility Improvements and Drainage Fees in the McKinleyville Drainage Area (Fund 3706)

Recommendation: That the Board of Supervisors:

1. Adopt the resolution accepting the report and adopting findings related to drainage fees in the McKinleyville drainage area. (Attachment 1)

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

20. Annual Report for Fiscal Year 2021/2022 Regarding Mill Creek Marketplace Development Impact Fee, McKinleyville Area (Fund 3703)

Recommendation: That the Board of Supervisors:

1. Adopt the Resolution accepting the report and adopting findings related to the Mill Creek Marketplace Development Impact Fee (Attachment 1).

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

Treasurer/Tax Collector

21. Delegation of Authority to County Treasurer for Investment Responsibility of County Treasury for 2023

Recommendation: That the Board of Supervisors:

1. Adopt the resolution (Attachment 1) authorizing the County Treasurer to assume full responsibility for all transactions and expenditures related to the investment and reinvestment of funds on deposit in the County Treasury; and delegating the authority to execute all contracts necessary to the investment and reinvestment of funds in the County Treasury subject to prior review and approval by the County Counsel and Risk Management.

A motion was made by Supervisor Wilson, seconded by Supervisor Bushnell, to approve staff recommendations. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

E. PUBLIC COMMENT ON NON-AGENDA ITEMS

F. SPECIAL PRESENTATIONS

G. ITEMS PULLED FROM CONSENT

H. MATTERS INITIATED BY BOARD MEMBERS

Board of Supervisors

1. Redwood Region Entertainment and Education Liaison, Inc. DBA Humboldt Del Norte Film Commission Film Humboldt Current and Future Programs, Extension of Professional Services Agreement (Supervisor Virginia Bass)

Recommendation: That the Board of Supervisors:

1. Receive presentation from Commissioner Hesselstine of the Humboldt Del Norte Film Commission.
2. Direct County Administrative Office (CAO) to support the Humboldt Del Norte Film Commission creation of a Film Humboldt incentive program to attractive films to the region, including through seeking funding opportunities.
3. Direct the CAO to support the development and construction of a regional soundstage, including through seeking funding opportunities.
4. Approve the professional services agreement with Redwood Region Entertainment and Education Liaisons, Inc. Professional Services Agreement through June 30, 2023.

A motion was made by Supervisor Madrone, seconded by Supervisor Wilson, that the recommendations be approved. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

I. DEPARTMENT REPORTS

Public Works

1. Senate Bill (SB)1383 Organic Waste Recycling Update

Recommendation: That the Board of Supervisors:

1. Receive and file the presentation on Humboldt County's SB1383 Organic Waste Recycling Update

A motion was made by Supervisor Wilson, seconded by Supervisor Madrone, receive and file the presentation. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

J. PUBLIC HEARINGS

K. DISCUSSION ITEMS

L. MATTERS SET FOR TIME CERTAIN

Board of Supervisors - SPECIAL PRESENTATION

1. 2:30 PM - Annual Update Presentation from Rural County Representatives of California (RCRC) President and Chief Executive Officer Patrick Blacklock (Supervisor Rex Bohn)

Recommendation: That the Board of Supervisors:

1. Hear the presentation and take appropriate action if needed.

A motion was made by Supervisor Bohn, seconded by Supervisor Bushnell, to receive and file the presentation. The motion carried by the following vote:

Aye: 4 - Virginia Bass, Steve Madrone, Rex Bohn, and Michelle Bushnell

County Counsel - CLOSED SESSION

2. 1:00 PM - (CLOSED SESSION) Conference with Legal Counsel – pursuant to Government Code Section 54956.9(d)(1) to discuss existing litigation in the case of Lindsey Idler v. County of Humboldt, Humboldt County Superior Court Case No. CV2201675

The Board authorized the Risk Manager to enter into an agreement with the Mitchell Law Firm for defense in this matter.

Planning and Building Department - PUBLIC HEARING

3. 9:15 AM - Request for direction related to Coastal Zone Commercial Cannabis Land Use Ordinance Cultivation Section 313-55.4.6.4.4.1.3 which requires a 600-foot setback from Tribal Cultural Resources and Section 313-55.4.6.4.4.1.6 which allows for the required setback to be waived or reduced with the express written consent of qualified officials or representatives representing these protected uses.

Recommendation: That the Board of Supervisors:

1. Open the public hearing and receive the staff report and presentation by County staff and Tribal representatives, and open public comment; and
2. Close the public comment portion of the hearing; and
3. Deliberate and find that a single tribe can determine if there is a tribal cultural resource in this context.
4. Direct staff to take other action as appropriation, including, but not limited to: directing staff to initiate an amendment to the CCLUO to allow for a CEQA focused process to resolve disagreements between tribes.

A motion was made by Supervisor Bushnell, and seconded by Supervisor Bohn to approve staff recommendations as listed in recommendation #3. The motion carried with the following vote:

Aye: 4 - Virginia Bass, Steve Madrone, Michelle Bushnell, and Mike Wilson

Nay: 1 - Rex Bohn

A motion was made by Supervisor Bushnell, seconded by Supervisor Bohn, to direct staff to come back with a comprehensive list of issues that would be addressed under a prospective modification of the CCLUO and the consideration of the formation of an ad hoc committee. The motion carried by the following vote:

Aye: 5 - Virginia Bass, Steve Madrone, Rex Bohn, Michelle Bushnell, and Mike Wilson

M. CLOSED SESSION

N. ADJOURNMENT

I, NIKKI TURNER, Deputy Clerk of the Board of Supervisors, County of Humboldt, State of California, do hereby certify the foregoing to be a full, true, and correct original record of the above-entitled meeting of the Humboldt County Board of Supervisors held in Eureka California.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said Board of Supervisors.

*NIKKI TURNER
Deputy Clerk of the Board of Supervisors of the County of Humboldt, State of California.*

12/13/2022