

**MINUTES
BOARD OF SUPERVISORS
GLENN COUNTY, CALIFORNIA**

Tuesday, August 5, 2003

The Chairman of the Board of Supervisors of the County of Glenn, State of California, called the meeting to order at 8:17 a.m., with members as follows:

Present: Supervisors Freeman, Hansen, McGowan, Sprague and Bungarz (Chairman)
Also Present: Belinda Blacketer, County Counsel
Sandy Kennedy, Assistant Clerk of the Board

THE PLEDGE OF ALLEGIANCE WAS RECITED

1. **Closed Session**

Matter: Adjourn to Closed Session pursuant to Government Code § 54957/Public Employment, hold discussion regarding the appointment of the Agricultural Commissioner/Sealer Weights and Measures and Air Pollution Control Officer.

Proceedings: a. The Chairman announced the aforesaid matter and adjourned to Closed Session; and
b. As a result of Closed Session, the following action was taken:

Motion/Second: Supervisor Sprague/Supervisor Hansen
Order: Appoint Bill Duckworth as Interim Ag Commissioner for a 60 day period, with the salary at the current range of the Ag Commissioner and direct Mr. Duckworth to come back to the Board with an evaluation of staff, goals and objectives

Vote: Unanimous.

2. **Minutes**

Matter: Approve Minutes of July 15 and July 16, 2003.
Motion/Second: Supervisor Sprague/Supervisor Hansen
Order: Approve the aforesaid Minutes
Vote: Unanimous.

**8:55 a.m. -- Deputy Clerk Debbie Lambert Entered the Meeting and
Assistant Clerk of the Board Sandy Kennedy Left the Meeting**

3. **Unscheduled Matters**

Matter: Receive comments from the audience, staff and Board members, and if deemed necessary, refer the subject matter to the appropriate department for follow-up and/or schedule the matter on a subsequent Board agenda.

Proceedings: a. Reports and issues were discussed by Supervisors.
b. Supervisor Sprague advised that through Rural Hospital Design Consortium a \$50,000 match was given to Tehachapi Hospital towards the hospital design, that all hospitals will have the design available for use, and that Glenn and Plumas Hospitals will be on the next agenda for a Hospital Needs Assessment. Also advised that the State has eliminated the California Trade & Commerce Department for approximately six months.
c. Supervisor Bungarz advised that the Willows Travel Center opened August 3, 2003, and that the National Fire Protection Association (NFPA) Building Code has been chosen as the standard for California.
d. Orland citizen Gloria Irwin asked if all registered voters could be sent absentee ballots for the recall election, whereby Supervisor Bungarz advised that the Election Code regulates how elections are to be conducted and Supervisor McGowan advised that Glenn County will have only 8 precincts open with the remaining registered voters to receive ballots by mail. Mrs. Irwin also extended an invitation to a Summer Fiesta being held in Hamilton City, August 10, 2003, 1:00 p.m., with California State Republican Party Vice-Chairman Mario Rodriguez to be the guest of honor.
e. Chief Deputy Director for Social Services Robyn Krause advised that the rumors of the Hamilton City Family Resource Center closing are not true.
f. Director of Finance Don Santoro reviewed the Budget process and advised of some of the effects the State Budget will have on the County, and that the County is still \$500,000 short.

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- g. Elk Creek Citizen Library Committee member Keith Carly submitted a petition of over 100 signatures and advised that the Elk Creek Library will be closed, and that through citizens donations and fund raising events the only remaining expense to keep the library open would be \$3,848.00 for the cost of a full time 8 hour a week librarian; Library Board Trustee Adrian Hill also asked the board to revisit their cut to the Library Budget.

4. **Consent Calendar**

Matter: Review and take actions related to the Consent Calendar set forth on Attachment "A".

Proceedings: Upon request of Supervisor Sprague, item 4 (a) was pulled from the Consent Calendar, and upon request of Supervisor Hansen, 4 (p) was pulled from the Consent Calendar; whereupon, on motion of Supervisor Freeman, seconded by Supervisor McGowan, it was unanimously ordered to approve the matters set forth on Attachment "A".

5. **Correction to the Assessment Roll**

Matter: Upon the recommendation of Assessor Vince Minto, approve the following Requests for Correction to the Assessment Roll, as follows:

Name	Parcel No.	Fiscal Year	Corr. No.
Spaich Farms Inc	037-26-0-008-9	2003/2004	7B
Spaich Farms Inc	037-26-0-014-9	2003/2004	8B
Spaich Farms Inc	037-26-0-015-9	2003/2004	9B
Spaich Farms Inc	037-28-0-001-9	2003/2004	10B
Spaich Farms Inc	037-28-0-002-9	2003/2004	11B
Spaich Farms Inc	037-28-0-009-9	2003/2004	12B

Motion: Supervisor Sprague/Supervisor McGowan
Order: Approve the aforesaid matter
Vote: Unanimous.

6. **Resolution – Administration Manual**

Matter: Pursuant to Minute Order 19 of July 15, 2003, adopt Resolution 2003-96 "Amending Section 7.02.08 of the Administrative Manual Pertaining to Supervisors Travel" which authorizes the Board of Supervisors to attend various associations, assignments and appointments listed in the Glenn County Appointments Roster as assigned each January.

Motion: Supervisor McGowan/Supervisor Hansen
Order: Adopt Resolution 2003-96
Vote: Unanimous.

**9:53 a.m. -- The Chairman Called the Meeting in Recess
9:58 a.m. -- The Chairman Called the Meeting to Order**

7. **Service Pin**

Also Present: Janine Soleil, Health Services Program Manager

Matter: Present County Service Pin to Janine Soleil in recognition of 10 years of service with the County of Glenn.

Proceedings: Mrs. Soleil was presented a 10 year service pin in recognition of her service with the County of Glenn.

8. **Contingency Appropriation – Transfer of Funds/Grand Jury**

Also Present: Mike Smith, 2003/04 Grand Jury Foreman
Don Santoro, Director of Finance

Matter: Recommendation of Mr. Smith to approve Transfer of Funds No. 5440 from Contingency in the amount of \$1,000.00, to cover overdrawn mileage account from the 2002/03 Grand Jury budget.

Motion/Second: Supervisor Freeman/Supervisor Hansen
Order: Approve the aforesaid matter
Vote: Unanimous.

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9. **Contingency Appropriation – Transfer of Funds/Coroner’s Budget**
Also Present: Bob Shadley, Sheriff-Coroner
Don Santoro, Director of Finance
Matter: Funds No. 5430 from Contingency in the amount of \$2,700.00, to cover shortfall in Professional Services.
Proceedings: The Sheriff advised that the 03/04 coroners budget has been increased to \$53,000
Motion/Second: Supervisor Hansen/Supervisor Sprague
Order: Approve the aforesaid matter
Vote: Unanimous.
10. **Contingency Appropriation – Transfer of Funds/Blood Alcohol Costs**
Also Present: Don Santoro, Director of Finance
Matter: Recommendation of Mr. Santoro to approve Transfer of Funds No. 5394 from Contingency in the amount of \$8,000.00, for shortfall of fine distribution to cover all blood alcohol costs.
Proceedings: a. Mr. Santoro advised that in the future the aforesaid matter will be a line item budget;
b. On motion of Supervisor Hansen, seconded by Supervisor Bungarz, it was ordered to approve the aforesaid matter by the following vote:
Ayes: Supervisors Bungarz, Hansen, McGowan, and Sprague
Noes: Supervisor Freeman
c. Supervisor Hansen requested a breakdown of the blood alcohol costs.
11. **Contingency Appropriation – Transfer of Funds/Court Revenues**
Also Present: Don Santoro, Director of Finance
Matter: Recommendation of Mr. Santoro to approve Transfer of Funds No. 5417 from Contingency for \$21,000.00, to set up appropriation for remaining costs of court collections for fiscal year 2002-2003. California Services Bureau has collected more revenues than anticipated and their collection charge is 25%.
Motion/Second: Supervisor Sprague/Supervisor Hansen
Order: Approve the aforesaid matter
Vote: Unanimous.
12. **Department of Motor Vehicles Local Fees**
Also Present: Don Santoro, Director of Finance
Matter: Recommendation of Mr. Santoro to consider reduction of DMV local fees currently imposed of which \$7.00 is currently charged, which includes the Abandoned Vehicle Abatement Program.
Proceedings: a. Discussion was held regarding the State Mandates for the Clean Air Act, and Air Pollution Administrative Services Officer Candis Woods advised that one-time funds were put in the budget for Clean Air Education; and
b. Public Works Program Manager Peggy White advised that the Automated Fingerprint Identification Equipment fee has a sunset date of January 1, 2006.
13. **Public Hearing-Animal Control Fees**
Also Present: Ray Cavier, Animal Control Officer
Matter: Pursuant to Affidavit of Publication on file in the Office of the County Clerk, and Minute Order 19 of July 1, 2003, hold Public Hearing to consider proposed Resolution 2003-97 *“Establishing Animal Control Fees and Providing for the Collection Thereof”*.
Proceedings: a. The Chairman opened the aforesaid matter for public hearing;
b. Mr. Cavier reviewed the aforesaid matter, and advised that it has been three years since the fees have been raised;
c. The Chairman opened the hearing for public comments; whereupon none having been heard, the Chairman closed the hearing to public comments;
d. The Chairman called for exhibits, whereupon the Clerk advised that no exhibits were submitted; and
e. On motion of Supervisor Hansen, seconded by Supervisor McGowan, it was unanimously ordered to conclude hearing, decide matter, and adopt Resolution 2003-97.

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14. **Contingency Appropriation – Transfer of Funds/Animal Control**

Also Present: Ray Cavier, Animal Control Officer
Matter: Recommendation of Mr. Cavier to approve Transfer of Funds No. 5435 from Contingency in the amount of \$6,836.00, to cover year end 2002/2003 costs.
Proceedings: Mr. Cavier advised that one of the vehicles mileage exceeded 100,000 miles therefore needed replacing pursuant to Administrative Vehicle Replacement Policy, which tripled the cost per mile for that vehicle, and discussion was held regarding the Administrative Policy for Vehicle Replacement Criteria
Motion/Second: Supervisor Freeman/Supervisor Hansen
Order: Approve the aforesaid matter
Vote: Unanimous.

**10:54 a.m. -- Deputy Clerk Sandra Pergson Entered the Meeting and
Deputy Clerk Debbie Lambert Left the Meeting**

15. **Public Hearing- Zone Change #2003-04 Valley Rock Located East of County Road "S", South of State Highway "32", West of County Road "VV", North of County Road "18", East of Orland**

Also Present: Christy Leighton, Principal Planner
Matter: Pursuant to Affidavit of Publication on file in the Office of the County Clerk, hold Public Hearing to:
a. Adopt Negative Declaration for Zone Change #2003-04 with four (4) Findings as set forth therein; and
b. Adopt Ordinance 1161 "*Rezoning a Certain Portion of the County (Zone Change #2003-04, Valley Rock Products, Inc.)*". (Read Title of Ordinance and waive further reading)
Proceedings: a. Supervisor Sprague left the room for this matter due to a conflict of interest;
b. The Chairman opened public hearing;
c. Mrs. Leighton reviewed the aforesaid matter;
d. The Chairman opened hearing to public comments;
e. Mike Kincheloe of Valley Rock spoke;
f. The Chairman closed hearing to public comments;
g. On motion of Supervisor Freeman, seconded by Supervisor McGowan, it was unanimously ordered by members present to conclude hearing, decide matter and adopt Negative Declaration; and
h. Supervisor Freeman having read title or Ordinance set forth above, on motion of Supervisor Freeman, seconded by Supervisor Hansen, it was unanimously ordered by members present to waive further reading and adopt Ordinance 1161.

**10:58 a.m. – The Chairman Called the Meeting in Recess
11:03 a.m. – The Chairman Called the Meeting to Order**

16. **Public Hearing-Tentative Parcel Map #2003-02, Olson Appeal Located North of County Road "200", West of County Road "H", East Side of County Road "G", near Orland**

Also Present: Christy Leighton, Principal Planner
Tom Varga, Public Works Assistant Director
Mardy Thomas, Planning Division Associate Planner
Matter: Pursuant to Affidavit of Publication on file in the Office of the County Clerk, hold Public Hearing to consider appeal from Donald J. Olson regarding the Glenn County Technical Advisory Committee's decision to approve Tentative Parcel Map #2003-02 with Conditions of Approval to construct curb, gutter, sidewalk, and any necessary drainage improvements for County Roads "G" and "200" prior to recordation of the Final Map.
Proceedings: a. The Chairman opened public hearing;
b. Mrs. Leighton submitted and reviewed "*Tentative Parcel Map 2003-02 Appeal of June 18, 2003 Planning Commission Decision*"
Motion/Second: c. Mr. Thomas showed slides of property involved;
d. Mr. Varga reviewed the aforesaid matter;
e. The Chairman opened hearing to public comments;
f. Charles Harris Sr., spoke on behalf of Donald J. Olson, and reviewed costs which could exceed \$131,000.00;
g. Mr. Varga responded to Mr. Harris' comments;
h. The Chairman closed hearing to public comments; and

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- i. On motion of Supervisor Hansen, seconded by Supervisor McGowan, it was ordered by the following roll call vote to conclude hearing, decide matter, and deny appeal:

Supervisor Freeman – No
Supervisor Hansen – Yes
Supervisor McGowan – Yes
Supervisor Sprague – Yes
Supervisor Bungarz – Yes

17. **Public Hearing – Community Development Block Grant (CDBG) Program Grant #02-STBG-1700 Grantee Performance Report**

Also Present: Robyn Krause, Chief Deputy Director for Social Services
Traci Torres, Principal Program Specialist

Matter: Pursuant to Affidavit of Publication on file in the Office of the County Clerk, hold Public Hearing to:

- a. Review and accept Community Development Block Grant #02-STBG-1700 Grantee Performance Report;
- b. Review and accept Revolving Loan Funds 242, 280 and 597 Grantee Performance Reports; and
- c. Authorize the Director or designee of the Glenn County Human Resource Agency to execute and submit the approved Grantee Performance Reports to the State Department of Housing and Community Development.

Proceedings:

- a. The Chairman opened public hearing;
- b. Traci Torres reviewed the aforesaid matter;
- c. The Chairman opened hearing to public comments;
- d. The Chairman closed hearing to public comments; and
- e. On motion of Supervisor Sprague, seconded by Supervisor Hansen, it was unanimously ordered to conclude hearing, decide matter and approve (a) (b) and (c) as set forth above.

18. **Continued Public Hearing – Booking Fees**

Also Present: Don Santoro, Director of Finance

Matter: Pursuant to Minute Order 8 of June 17, 2003, and Affidavit of Publication on file in the Office of the County Clerk, hold continued Public Hearing regarding increase in booking fees. The current fee charged is \$56.00. Calculation of the booking fee for the 2003/2004 year (based on 2001-2002 actual costs) is \$135.74. The Board of Supervisors will determine the amount of the increase after consideration of the information received during the public meeting. Recommendation to adopt calculation of actual costs as presented by the Department of Finance.

Proceedings:

- a. The Chairman opened public hearing;
- b. Mr. Santoro reviewed the aforesaid matter;
- c. The Chairman opened hearing to public comments;
- d. The Chairman closed hearing to public comments; and
- e. On motion of Supervisor McGowan, seconded by Supervisor Sprague, it was unanimously ordered to conclude hearing, decide matter and approve \$110.00 booking fee retroactive to July 1, 2003, and prior to next year conduct an independent study for booking fees.

19. **990 Hour Limit**

Also Present: Don Santoro, Director of Finance

Matter: Recommendation of Director of Finance Don Santoro to waive the 990 hour limit for Juvenile Hall Public Service Employee Matthew Pearson, who exceeded the 990 hours of work during June of 2001.

Motion/Second: Supervisor Hansen/Supervisor McGowan

Order: Approve the aforesaid matter

Vote: Unanimous.

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THE CHAIRMAN ADJOURNED TO THE GLENN COUNTY BOARD OF EQUALIZATION

20. **Board of Equalization – Key Production & Royale Energy**

Matter: Pursuant to Minute Order 32 of May 20, 2003, and hearing date having been set for a date which the Glenn County Board of Equalization does not meet, reschedule hearing date for Key Production and Royale Energy to September 16, 2003.

Motion/Second: Supervisor McGowan/Supervisor Hansen
Order: Approve the aforesaid matter
Vote: Unanimous.

THE CHAIRMAN ADJOURNED TO THE GLENN COUNTY BOARD OF SUPERVISORS

THE CHAIRMAN ADJOURNED TO THE IN HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

21. **In Home Supportive Services Public Authority – Management and Administrative Policies**

Matter: Recommendation of Public Authority Manager Judy Anthony to:

- a. Adopt *The Book of Administrative Policies and Procedures of the County of Glenn* as the Management and Administrative Policies for the In Home Supportive Services Public Authority; and
- b. Approve the modification of the above policies and procedures as they are modified by the County to assure consistency between the procedures and policies of each entity.

Motion/Second: Supervisor Bungarz/Supervisor Hansen
Order: Approve matters as set forth in (a) and (b) above
Vote: Unanimous.

THE CHAIRMAN ADJOURN TO THE GLENN COUNTY BOARD OF SUPERVISORS

22. **Federal Forest Reserve Payments**

Matter: Recommendation of Supervisor Bungarz to execute letter to USDA Forest Service electing to receive full payment of Federal Forest Reserve Payments, defined as the County's share of the average of the three highest forest reserve payments made to the State during the fiscal years 1986 through 1999, and to set aside 15% for projects.

Motion/Second: Supervisor Hansen/Supervisor Sprague
Order: Approve the aforesaid matter
Vote: Unanimous.

23. **Legislative – Assembly Bill 1241**

Matter: Recommendation of Supervisor Bungarz to execute letter of support for Assembly Bill 1241, which would require the Office of Statewide Health Planning and Development to establish the Statewide Associate Degree Nursing Scholarship Pilot Program and to allocate a portion of the funds in the Registered Nurse Education Fund for purposes of providing scholarships to associate degree nursing student in counties with the most need based on designated criteria.

Motion/Second: Supervisor Hansen/Supervisor Freeman
Order: Approve the aforesaid matter
Vote: Unanimous.

24. **Department of Child Support Services - Contract**

Matter: Recommendation of Department of Child Support Services Director Mike Murray to approve and authorize Director, or his designee, to execute *Contract For Computer Support Services Between the Glenn County Department of Child Support Services and North Valley Computer Systems, Inc., dba New Visions Computers Agreement Number AGR-03/04-1*, for a minimum fee of \$282.00 per month, term to June 30, 2004. (No General Fund Impact)

Motion/Second: Supervisor McGowan/Supervisor Sprague
Order: Approve the aforesaid matter
Vote: Unanimous.

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25. **Health Services Agency – Lease Agreement**

Matter: Recommendation of Health Services Director Mike Cassetta to execute Lease Agreement with Richard M. Thomas and De Annah L. Thomas for office space located at 248 West Sycamore Street, Willows, for a two year term to June 30, 2005 for \$650.00 a month. (No General Fund Impact)

Motion/Second: Supervisor Hansen/Supervisor Freeman
Order: Approve the aforesaid matter
Vote: Ayes: Supervisors Hansen, Freeman, McGowan, and Bungarz
Abstain: Supervisor Sprague.

26. **Department Head Evaluation**

Matter: Recommendation of Assistant Clerk of the Board Sandy Kennedy to review for possible modification the Department Head Evaluation process and proposed forms as listed:

a. Department Head Evaluation Forms, Part 1 & 2;
b. Department Head Evaluation Schedule; and
c. Letter to Department Heads.

Motion/Second: Supervisor Sprague/Supervisor Hansen
Order: Approve the aforesaid matter
Vote: Unanimous.

27. **Legislation – Workforce Investment Act Programs**

Matter: Recommendation of County of Yuba to execute letter of support in urging the Senate Appropriations Subcommittee on Labor, Health and Human Services and Education to increase funding for Workforce Investment Act Programs in the 2004 Labor, Health & Human Services and Education Appropriations Bill.

Motion/Second: Supervisor Freeman/Supervisor McGowan
Order: Support letter with modified figures
Vote: Ayes: Supervisors Freeman, McGowan, Sprague, and Bungarz
Noes: Supervisor Hansen.

28. **Miscellaneous**

Matter: Reviewed the following items with no action taken:

a. Public Notice from Department of Water Resources and Press Release from Bureau of Reclamation, advising of Public Workshops and Public Hearings to be held regarding the draft Environmental Impact Statement/Environmental Impact Report covering the operation of the CALFED Bay-Delta Program's Environmental Water Account, which consists of two primary elements: (1) assisting in fish population protection and recovery for at-risk native fish species; and (2) increasing water supply reliability by reducing uncertainty associated with fish protection and recovery actions. Written Comments due no later than September 15, 2003, and Public Hearings as follows:

Date/Time	Place
August 25, 2003 - 10:00 a.m.	Sacramento Best Western Expo Inn, 1413 Howe Avenue, Expo Room
August 26, 2003 - 6:00 p.m.	Red Bluff Community and Senior Center, 1500 South Jackson Road
August 28, 2003 - 6:00 p.m.	Fresno Ramada University Inn, 324 East Shaw Avenue, Ballroom Shaw A

- b. Notice from Governor's Office of Emergency Services advising that the primary county of Tehama and contiguous counties of Butte, Glenn, Mendocino, Plumas, Shasta and Trinity have been declared a disaster area by the U.S. Small Business Administration due to damages caused by winds that occurred December 13 – 27, 2002, with applications for Small Business Administration Economic Injury Disaster Loans for small, non-farm businesses and small agricultural cooperatives, deadline being December 30, 2003.
- c. Notice advising that the next Technical Advisory Committee Meetings will be held August 7 and August 21, 2003 at 9:00 a.m. at the Board of Supervisors Chambers and the next Planning Commission Meeting will be held August 20, 2003 at 9:00 a.m. at the Board of Supervisors Chambers.

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- d. Notice advising of Water Advisory Committee Meeting will be held August 12, 2003 at 7:00 p.m., at the Glenn-Colusa Irrigation District office.

29. **Continued Public Hearing-Franchise Agreements**

Matter: Pursuant to Minute Order 15 of July 1, 2003, and Affidavit of Publication on file in the Office of the County Clerk, Resolution 2003-15 "*Acknowledging the Intention to Grant an Electric Franchise*", and Resolution 2003-16 "*Acknowledging the Intention to Grant a Gas Franchise*", continue hearing to October 7, 2003 pursuant to letter received from County Counsel Belinda Blacketer regarding Pacific Gas & Electric Bankruptcy new plan not being accepted by the Bankruptcy Trustee as yet.

Proceedings: County Counsel Belinda Blacketer requested this matter be continued to October 7, 2003 because there is no position as to whether the Bankruptcy Court will approve of a new plan for PG&E

Motion/Second: Supervisor Hansen/Supervisor Sprague
Order: Continue matter to October 7, 2003
Vote: Ayes: Supervisors Hansen, Sprague, McGowan, and Bungarz
Abstain: Supervisor Freeman.

30. **Closed Session**

Matter: Adjourn to Closed Session to received information from and provide instructions to the County's Chief Negotiator regarding negotiations with the Deputy Sheriff's Association, Glenn County Mid Management Association, General Unit (UPEC Local 792) and the Peace Officer's Association.

Proceedings: a. The Chairman announced the aforesaid matter; and
b. As a result of Closed Session the Chairman made the following announcement:
The County agreed to waive rule for Mid Managers and General Unit as long as players stay the same and are included in the next Contract.

31. The Chairman adjourned the meeting at 12:22 p.m.

DG BUNGARZ, Chairman

ATTEST:

Vince T. Minto, County Clerk-Board of Supervisors

BY: _____

Sandra Pergson, Deputy Clerk

Distribution:	Board Members	KIQS Radio Station	Willows Library
	County Counsel	Sacramento Valley Mirror	Orland Library
	Finance Director	Elections	

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ATTACHMENT "A"

4. **Consent Calendar**

Matter: Review and take actions related to the Consent Calendar.
 Motion/Second: Supervisor Freeman/Supervisor McGowan
 Order: Approve Consent Calendar as set forth below
 Vote: Unanimous.

a. **Transfer of Funds**

Approved the following intradepartmental Transfer of Funds for fiscal year 2002/2003:

Trans No.	Department	Description	Amount
5420	Human Resource Agency/Social Services Division	To align Special Department Expense account with Board approved fiscal year 02/03 budget	\$ 14,000.00
5428	Human Resource Agency/Community Action Division	Appropriate Amendment #3 additional revenue into the line item budget and realign line items to actual and anticipated expenditures	\$ 10,378.00
5432	Public Works – Road Construction & Maintenance	Year end budget reconciliation	\$ 47,745.33
5437	Air Pollution Control District	To cover unanticipated costs incurred 2002/2003	\$ 4,500.00
5438	Human Resource Agency/Community Action Division	Transfer realigns line items to actual expenditures for the close of the 2002/2003 fiscal year	\$ 219.38
5441	Emergency Medical Services Fund	To adjust appropriation for distribution of EMS per legislation	\$ 6,000.00
5443	Human Resource Agency/Community Action Division	Section 8 – This appropriation brings in excess revenue earned in fiscal year 2002/2003, and also realigns line items to actual expenditures for the close of the contract year	\$ 3,053.62
5451	Department of Finance	Transfer funds from Services & Supplies to cover Salary & Benefit shortages at fiscal year end	\$ 279.00
5457	Board of Supervisors	Transfer funds from Services & Supplies to cover salary & benefit shortages at fiscal year end	\$ 92.00
5458	Clerk of the Board	Transfer funds from Services & Supplies to cover salary & benefit shortages at fiscal year end	\$ 132.00
5459	Assessor	Transfer funds from Services & Supplies to cover salary & benefit shortages at fiscal year end	\$ 358.00
5460	Personnel	Transfer funds from Services & Supplies to cover salary & benefit shortages at fiscal year end	\$ 310.00
5461	Public Guardian	Transfer funds from Services & Supplies to cover salary & benefit shortages at fiscal year end	\$ 38.00
5462	Sheriff	Transfer funds from Services & Supplies to cover salary & benefit shortages at fiscal year end	\$ 4,230.00

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Trans No.	Department	Description	Amount
5463	Sheriff's Civil Division	Transfer funds from Services & Supplies to cover salary & benefit shortages at fiscal year end	\$ 372.00
5464	County SLESF	Transfer funds from Services & Supplies to cover salary & benefit shortages at fiscal year end	\$ 115.00
5467	Animal Control	Transfer funds from Services & Supplies to cover salary & benefit shortages at fiscal year end	\$ 27.00
5468	Public Safety ½ cent sales tax	To adjust appropriation for final distribution	\$ 67,049.34
5469	Micrographics	Transfer funds from Services & Supplies to cover salary & benefit shortages at fiscal year end	\$ 6.00
5471	Habitual Offender Grant	Appropriate unanticipated revenue to cover budget shortage in salaries & benefits at fiscal year end	\$ 991.00
5475	County Counsel	Transfer funds from Services & Supplies to cover salary & benefit shortages at fiscal year end	\$ 63.00

b. **Transfer of Funds**

Approved the following intradepartmental Transfer of Funds for fiscal year 2003/2004:

Trans No.	Department	Description	Amount
5421	Human Resource Agency/Community Action Division	To correct funding amounts for fiscal year 03/04 and bring line item budget in line with the actual funding amount – Work Force Investment Act (WIA) – Dislocated Worker	\$ 37,088.00
5422	Human Resource Agency/Community Action Division	To correct funding amounts for fiscal year 03/04 and bring line item budget in line with the actual funding amount – Work Force Investment Act (WIA) – Adult Program	\$ 19,367.00
5423	Human Resource Agency/Community Action Division	To correct funding amounts for fiscal year 03/04 and bring line item budget in line with the actual funding amount – Work Force Investment Act (WIA) – Youth	\$ 3,392.00
5429	Public Works – Willows Airport Enterprise Fund	Appropriate operating funds for budget reconciliation	\$ 22,390.00
5434	Probation	Transfer from salaries and benefits savings to cover unanticipated expenses under professional services	\$ 11,413.99
5452	Human Resource Agency/Community Action Division	Emergency Food & Shelter Grant – Glenn County received notification that the allotment for Glenn County was increased by \$2,132. Appropriation brings in the additional funding	\$ 2,132.00

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Trans No.	Department	Description	Amount
5453	Human Resource Agency/Community Action Division	Emergency Food & Shelter Grant – Colusa County received notification that the allotment for Colusa County was increased by \$2,784. Appropriation brings in the additional funding	\$ 2,784.00
5455	Court Trust	Appropriate unanticipated court fine revenue to disburse to Cities, County and State per court fine distribution requirements	\$ 83,316.00
5465	Public Works	Department wishes to transfer funds from services & supplies to fixed assets in order to treat the computer system upgrade as a single fixed asset	\$ 2,664.00
5472	Public Health	Recognizing revenue and expense in Realignment Trust AB8	\$ 5,594.50
5473	Public Health	Recognizing revenue and expense in Realignment Trust CMSP	\$ 23,354.06
5474	Public Health	Recognizing revenue and expense in Realignment Trust Public Health	\$ 9,635.47

- c. **Buildings & Grounds - Courthouse County Contract**
Upon the recommendation of Building Maintenance & Inspection Director Dan Gardner, executed *Amendment and Change Order #4 Consulting Services Agreement for Architectural Services for Expansion of the Glenn County Courthouse County Contract #1728.4*, which extends time for completion to August 29, 2003.
- d. **Human Resource Agency - Contract**
Upon the recommendation of Human Resource Agency Director Kim Gagghagen:
- (1) Approved Agreement with Matthew Herman Networks for on-site computer support and maintenance;
 - (2) Authorized the Director, or his designee, to execute Agreement; and
 - (3) Authorized the Director, or his designee, to modify or amend the Agreement contingent upon review and approval of County Counsel. (No General Fund Impact)
- e. **Human Resource Agency – Contracts**
Upon the recommendation of Human Resource Agency Director Kim Gagghagen:
- (1) Approved Contract Amendments with Jean Rumiano for legal services for Juvenile Court Dependency Proceedings (W&I Code 300) and Adoption Services/Juvenile Court (W&I Code 232);
 - (2) Authorized the Director, or his designee to execute Amendments; and
 - (3) Authorized the Director, or his designee to modify or amend the agreement contingent upon the review and approval of County Counsel. (County Contracts 235 & 246) (No General Fund Impact)

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Tuesday, August 5, 2003

f. **Human Resource Agency – Credit Card Authorization**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen approved list of Human Resource Agency Personnel authorized to use their County issued credit card to purchase goods and services per the authorization level guidelines as assigned by the Human Resource Agency's Purchasing Policy as follows:

Level 1: (Full Authority)

Kim Gaghagen	Cheryl Hagen	Scott Gruendl	Dory Bowman
Korri VonSeggern	Bill Krause	Robyn Krause	

Level 2: (Prior approval from Level 1)

Becky Hansen	Suzi Walsh	Karen Hansen	Christine Zoppi
Merrie Wales	David Allee	Domingo Aguilar	Carolyn Johnson
Lucy Hernandez	Chellie Gates	Judy Anthony	

Level 3: (Direct service client needs only, requires Level 1 approval prior to the purchase)

Linda Joseph	Leslie Corbin	Cheryl Harrison	Kristine Green
Heather Alexander	Linda M. Johnson	Shannon Dellinger	Kimberly Holbrook
Anita Perez	Gail Woolery	Linda G. Johnson	Marianne Heaton
Sandra Valdez	Becki Kennedy	Chuck Haake	Brenda Prather
Laurie Chandler	Duke Stemrick	Steve Thalcken	Yassi Lam
David Pratt	Erin Sumner	Marcia McMartin	Cynthia Exparza
Jeanne Masters	Patti Fumasi	Ken Hahn	Terri Brown
Anita Fitzgerald	Rex Gould	Kris Ogle	Chelle Whitlock
Bob Brown	Jim Rogers	Nan Simpler	Kathy Hansen
Craig Cassetta	Teri Palmer	Blanca Paniagua	Dennis Duncan
Loraine Smith	Colleen Ellis	Donna Jacobs	Marcelina Porras
Jason Votaw	Kathy Terry		

g. **Human Resource Agency - Contract**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen:

- (1) Approved the Memorandum of Understanding (MOU) between the Human Resource Agency and Glenn Transit Service for the CalWorks Van Transportation Program;
- (2) Authorized Director, or his designee, to execute the Memorandum; and
- (3) Authorized Director, or his designee, to modify or amend the MOU contingent upon review and approval of County Counsel. (No General Fund Impact)

h. **Human Resource Agency – Line Item Budget**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen, approved the following Line Item Budget:

Department	Service Account	Dept Name	Budget Amount
Community Action	04999647	HOME – Willows	\$61,654.00

i. **Human Resource Agency - Contract**

Upon the recommendation of Human Resource Agency Director Kim Gaghagen:

- (1) Approved the Memorandum of Understanding between the Human Resource Agency, the Probation Department, and Health Services Department;
- (2) Authorized the Director, or his designee, to execute the Memorandum of Understanding; and
- (3) Authorized the Director, or his designee, to amend the MOU contingent upon County Counsel review and approval. (No General Fund Impact)

**MINUTES
BOARD OF SUPERVISORS
GLENN COUNTY, CALIFORNIA**

Tuesday, August 5, 2003

- j. **Human Resource Agency - Contract**
Upon the recommendation of Human Resource Agency Director Kim Gaghagen:
- (1) Approved Amendment No. 7 to the Memorandum of Understanding (MOU) between the Human Resource Agency/Social Services Division and Glenn County Office of Education/Child & Family Services for Stage 1 Child Care Services for CalWorks clients;
 - (2) Authorized the Chairman and Human Resource Agency Director to execute the MOU; and
 - (3) Authorized Director, or his designee, to modify or amend the MOU contingent upon review and approval of County Counsel. (No General Fund Impact)
- k. **Health Services Agency - Contract**
Upon the recommendation of Health Services Director Mike Cassetta, executed Agreement with *Echo Consulting Services of California, Inc.*, for term to June 30, 2004, not to exceed \$475,000.00. (County Contract No. 1607) (No General Fund Impact)
- l. **Clerk-Recorder – Blue Claim**
Upon the recommendation of Clerk-Recorder Vince Minto, approved payment of Matson & Isom invoice for \$406.25, due to exceeding the \$20,000 spending limit for Matson & Isom.
- m. **Tri-County Economic Development Corporation (EDC) - Appointment**
Upon the recommendation of Tri-County Economic Development Corporation (EDC):
- (1) Reappointed Tom McGowan as non-governmental representative to Tri-County EDC's Board of Directors for term June 30, 2003 to June 30, 2005; and
 - (2) Reappointed Forrest Sprague as alternate non-governmental representative to Tri-County EDC's Board of Directors for term June 30, 2003 to June 30, 2005.
- n. **Rice Pest Abatement District No. 1**
Upon the recommendation of the Rice Pest Abatement District No. 1, and pursuant to Health & Safety Code §2850, approved decreasing the number of directors for the Rice Pest Abatement District No. 1 from seven to five.
- o. **Department of Finance – Discharge of Accountability**
Upon the recommendation of Director of Finance Don Santoro, granted discharge of accountability for an uncollectible health insurance premium of \$67.00.
- p. **Probation - Contract**
Upon the recommendation of Chief Probation Officer Linda Shelton, authorized Director to execute Contract with Dr. Mark Streets to provide evaluation of juveniles with suspected psychological and/or substance abuse problems using TOVA testing, also known as ADD/ADHD evaluations, for Juvenile Drug Court Clients.
- q. **Legislation – Assembly Bills 1749, 1765, & 1758**
Ratified letter to Assemblyman Doug LaMalfa requesting action on Reductions to Local Law Enforcement, Assembly Bill 1749, Assembly Bill 1765 and Assembly Bill 1758.