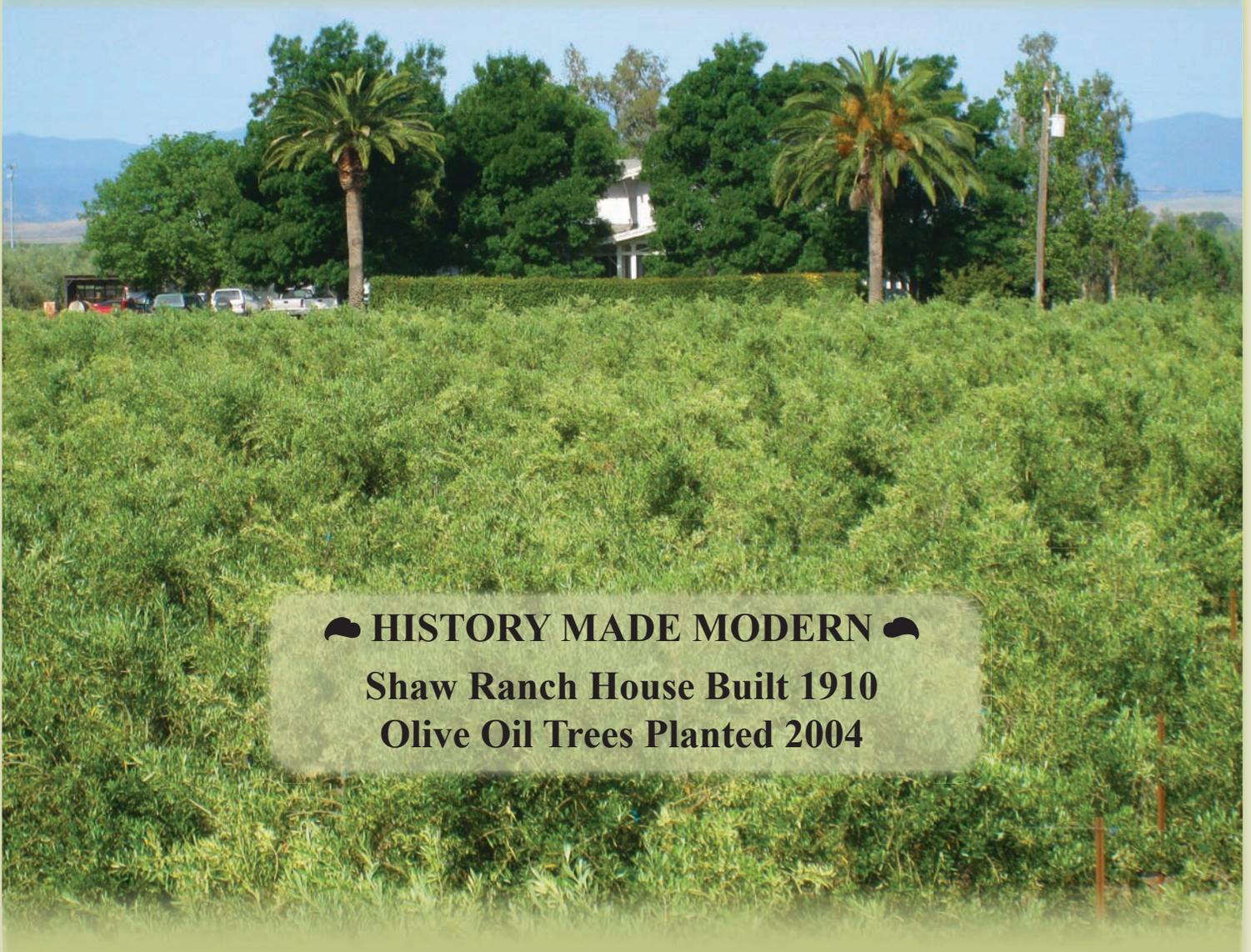


# COUNTY OF GLENN

2008-2009



☛ HISTORY MADE MODERN ☛

Shaw Ranch House Built 1910

Olive Oil Trees Planted 2004

## Grand Jury Final Report

# GLENN COUNTY OLIVE OIL FARMING

Could Glenn County become the “Napa Valley” of the California Olive Oil Industry? This could be true if the current trends continue. In only the past 5 years, thousands of acres of olives have been planted in the county and more are scheduled for the near future.

One of the original farm operations that began planting olives for oil production in Glenn County was Carriere Family Farms. The Carriers planted their first olives near Artois in June of 2004. At the end of 2008, between their Artois and Willows locations they have over 450,000 trees planted on 815 acres. The I-5 corridor through Glenn County has long been proven to have the optimum climate, soil and water suitable for olive production, and although there are quite a few olive plantings in the county, most of the plantings in the past have been olives for table olive production.

The new innovative technique that the Carrières’ and others are using to plant oil olives is in a Super-High Density configuration allowing the trees to be trained to a hedgerow which looks similar to a vineyard. The Spanish and Greek varieties selected were Arbequina, Arbosana, and Koroneiki. These varieties encompass the taste and aroma characteristics the Carrières believed necessary and these varieties are also well suited to the super high density planting system. The configuration also allows growers to take advantage of newly developed farming and cultural practices not possible in typical conventional olive orchard which drastically reduces costs, environmental impacts and at the same time increases oil quality.



Glenn County is not unique in that we are always looking for industries that can thrive in our rich agricultural area. Olive oil orchards are filling a vital niche in our area that provides many positive attributes.

- 1) Olive oil plantings are a high value crop with high land values, even above other traditional tree crops in the county such as almonds and table olives.
- 2) Olive oil plantings do well on gravelly soils that have in the past only been conducive to open grazing land or pasture.
- 3) Super high density olive oil plantings use highly efficient drip irrigation that saves water applying just the amount needed without run-off issues.
- 4) Olive Oil plantings, although not extremely labor intensive, do provide year-round full-time and generally higher skilled farm labor jobs.
- 5) Olive oil orchard prunings are generally small volumes that can be shredded in the orchard without burning or other disposal problems.
- 6) Olive oil orchards, compared to most other Glenn County agricultural crops, require significantly less chemical and pesticide applications.
- 7) Olive Oil is “greener” than other vegetable oils due to the fact that it requires no heat or chemicals to extract the oil. Olive Oil is pure “olive juice”.

Olive oil is truly a worldwide commodity. Most (99.3%) of the olive oil consumed in the United States is imported, which gives California olive oil a logistical advantage. Consumption is on the rise globally at the rate of about 8% per year and per capita consumption in the United States grew 428% from 1990 – 2005. Olive oil continues to be mentioned in the press and medical journals as one of the healthiest alternatives in its category with its high antioxidant content. These facts suggest that olive oil production in Glenn County will remain an increasing and profitable crop for many years to come.

It is estimated that today, that there are over 3.5 million olive trees planted in Glenn County exclusively for the production of Extra Virgin Olive Oil. These orchards along with the related industries that serve them such as milling operations, farm equipment dealers, and farm service companies will certainly help to provide long term stability to the job market in our county. Olive Oil orchards tend to be environmentally friendly and neighbor friendly all while bringing another profitable agricultural alternative to Glenn County farmers without taking away from the existing options that currently exist.



2008—2009

GLENN COUNTY GRAND JURY

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FINAL REPORT  
OF  
FINDINGS AND RECOMMENDATIONS

JUNE 30, 2009

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**2008-2009 Glenn County Grand Jury  
PO Box 1023  
Willows, CA 95988**

June 8, 2009

The Honorable Donald Cole Byrd  
Superior Court, County of Glenn  
526 West Sycamore Street  
Willows, California 95988

Dear Judge Byrd;

In compliance with the California penal code, section 933, the 2008-2009 Glenn County Grand Jury respectfully submits its final report to the court.

The Grand Jury wishes to express their appreciation for the cooperation and assistance, during the course of business, from all county officials, employees, and school personnel who assisted with interviews and investigations. We were respectfully treated by everyone we came in contact with throughout our year of service.

I would like to personally thank all nineteen Grand Jury members and alternates for their cooperation and dedication to the civic responsibility of serving on the 2008-2009 Glenn County Grand Jury.

Sincerely,

Robert A. Gillam, Foreman  
2008-2009 Glenn County Grand Jury

**2008-2009  
Glenn County Grand Jury  
Members**

**Robert A. Gillam - Foreman**

**Mary Gallentine - Secretary**

**Casey Lawler - Foreman Pro Tem**

**Walter S. Ansel**

**John Horning**

**Janice Cooper**

**Bonnie Willis**

**Diana Perkins**

**Maria Quea**

**Linda Lohse**

**Debbie DeMarco**

**Marianne Krantz**

**Marjorie Palmer**

**Vicki Freehill**

**Matt Verschagin**

**Maricela Rosas**

**Joy Soares**

**Russell Pierce**

## THE ROLE OF THE GRAND JURY

The Grand Jury is primarily an investigative body created by the United States Constitution's Fifth Amendment and the California Constitution.

In California Grand Juries are impaneled annually and are officers of the Court, but work independently. Nineteen residents of Glenn County are selected after interviewing 30 to 40 applicants. Most of the work is done by committees, which include Public Safety, Schools, Public Works, Health Services, City/County Government and Finance. Other committees may be appointed as needed.

The Grand Jury and committees meet several times a month. The Grand Jury meets with county and city officials, visits local government facilities, and conducts research on matters of interest and concern. The proceedings of the Grand Jury are kept confidential. Jurors may not discuss the business of the Grand Jury with other individuals.

The Grand Jury receives letters from citizens expressing concern over a particular matter of local government. Anyone may file a complaint with the Grand Jury. All complaints to the Grand Jury are confidential.

**Complaints must be in writing, signed, and addressed to:**

Glenn County Grand Jury Foreperson .  
P.O. Box 1023  
Willows, CA 95988

The Grand Jury chooses which complaints to investigate. The Grand Jury cannot investigate disputes between private parties.

All Grand Jury findings and recommendations are issued in written reports. Each report must be approved by at least 12 members of the Grand Jury. At the end of the term (June 30) the Jury issues its final report. Copies of the report are distributed to public officials, libraries, news media, and any entity that is the subject of a report. Within ninety days, following the issuance of the report, officials responsible for matters addressed are required to respond in writing.

## **RESPONSE REQUIREMENTS and INSTRUCTIONS**

Two working days prior to the release of the Final Report, the Grand Jury will provide a copy of the portion of the report to all affected agencies or persons.

**No officer, agency, department, or governing body of a public agency shall disclose the contents of the report prior to its public release.**

All affected agencies or persons shall respond to their specific portions of the Final Report.

**Responses are to be in writing, or on computer disk to assist with duplication, and are to be submitted in a timely manner.**

Section 933(c) of the Penal Code provides two different response times:

(1) Public Agency:

the governing body of any public agency must respond within 90 days. The response must be addressed to the presiding judge of the Superior Court.

(2) Elective Officer or Agency Head:

All elected officers or heads of agencies who are required to respond must do so within **60 days** to the presiding judge of the Superior Court, with an informational copy provided to the Board of Supervisors.

The legal requirements for responding to individual reports in the Grand Jury Final Report, as contained in the California Penal Code, Section 933.05, are summarized as follows:

**The responding entity or person must respond in one of two ways:**

(1) That you agree with the finding.

(2) That you disagree wholly or partially with the findings. The response shall specify the part of the findings that are disputed and shall include an explanation of the reasons for the disagreement.

### **Recommendations by the Grand Jury require action.**

**The reporting entity or person must report action on all recommendations in one of four ways:**

(1) The recommendation has been implemented with a summary of the implemented action.

(2) The recommendation has not been implemented but will be implemented in the near future with a time frame for implementation.

(3) The recommendation requires further analysis. If an entity or person reports in this manner, the law requires a detailed explanation of the analysis or study and time frame not to exceed 6 months. In this event, the analysis or study must be submitted to the director of the agency being investigated.

(4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation of the situation.

If either a finding or a recommendation deals with budgetary or personnel matters of a county department headed by an elected officer, both the elected officer and the Board of Supervisors shall respond if the Grand Jury so requests.

The Board of Supervisors' response may be limited, while the response by the department head must address all aspects of the findings or recommendations.

Mail or deliver all responses to:

Presiding Judge  
Superior Court, County of Glenn  
526 West Sycamore Street  
Willows, CA 95988

To request a response copy from responding elected officials or agency heads:

Glenn County Board of Supervisors  
526 West Sycamore Street  
Willows, CA 95988

**GLENN COUNTY GRAND JURY**  
**PO Box 1023**  
**Willows, CA 95988**  
*Complaint Form*

*NAME OF COMPLAINANT:* \_\_\_\_\_

*DATE OF LETTER:* \_\_\_\_\_

*SUBJECT:* \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*DATE LETTER RECEIVED BY GRAND JURY:* \_\_\_\_\_

*DATE LETTER GIVEN TO COMPLAINANT REVIEW COMMITTEE:* \_\_\_\_\_

*DATE ACKNOWLEDGMENT LETTER SENT:* \_\_\_\_\_

*COMMITTEE ASSIGNED TO RESOLVE COMPLAINT:* \_\_\_\_\_

*DATE OF ACTION:* \_\_\_\_\_

*SUMMARY OF ACTION TAKEN:* \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*DATE OF RESPONSE TO COMPLAINT:* \_\_\_\_\_

# **2008-2009 Glenn County Grand Jury Final Report**

## **Glenn County Board of Supervisors**

### **I. PURPOSE:**

To report on the proceedings of the Glenn County Board of Supervisors.

### **II. BACKGROUND:**

Members of the Grand Jury attended the majority of Glenn County Board of Supervisors meetings from January to May 2009. The Board of Supervisors is the policy making body of the County of Glenn, and with the assistance and advice of county departments heads, performs the administrative as well as legislative function of the county government. The Board holds meetings in the courthouse on the first, third, and fifth Tuesdays of the month. Meetings are open to the public and are “streamed” so that anyone can listen live or taped to the meeting from a computer.

Grand Jury members attended several Glenn County Board of Supervisors meetings, which dealt with items such as personnel, commending county employees for years of service or achievement, accepting public comments on Department Heads’ performance, approving promotions, as well as job cuts for the various county departments.

During the time of public input, items were brought to the attention of the Board of Supervisors by members of the community.

### **III. FINDINGS:**

The Board is a very effective governing body. Board members stayed on schedule, inserting unscheduled items as time allowed and staying focused when topics went beyond the time allotted. Discussions among board members were respectful and to the point. Differences were discussed and voted on in general session. The County Counsel and County Administrative Officer provided the Board with professional information. County Counsel provided reminders on the need for transparency occasionally although the Board seemed in tune with the requirements of the Brown Act.

Members of the public were welcomed to share their views on all topics and were always treated with respect.

### **IV. CONCLUSIONS:**

The Glenn County Board of Supervisors meets the county’s need for a prudent, responsive governing board and should be commended.

**V. RECOMMENDATIONS:**

The Board should continue the work they are doing. County residents may want to attend Board meetings occasionally to better understand how their county operates.

**VI. RESPONSES REQUIRED:**

None

# **2008-2009 Glenn County Grand Jury Final Report**

## **Glenn County Human Resource Agency**

### **I. PURPOSE:**

To investigate the Glenn County Human Resource Agency.

### **II. BACKGROUND:**

In October 2008 the Grand Jury received a request for a Grand Jury investigation of the Glenn County Human Resource Agency (HRA). The committee met with County Counsel to clarify areas of investigation. The committee met with upper HRA management, current and former HRA employees.

### **III. FINDINGS:**

We were impressed with the sincerity and honesty of the many individuals who came forward to speak to the Grand Jury and have no doubt as to the veracity of their concerns. After conducting personal interviews, conference calls and receiving written statements, we were informed of the concerns outlined within this report.

Many of the staff at HRA have very high stress occupations, coupled with what many describe as a hostile working environment. They spoke of public humiliation, ridicule and verbal contempt from upper management. Some employees have been blatantly threatened with the loss of their jobs through harassment and intimidation.

Allegations of drug and alcohol abuse by employees while in the performance of HRA duties needed to be investigated.

The hiring, firing and promotion practices utilized by the HRA are not consistent with the HRA Policies and Procedures Manual and Employee Handbook.

A number of employees stated that funds are being funneled away from the intended purpose and the designated programs. Accounts are billed and paid to other divisions under the HRA umbrella. Currently, audits are performed on individual departments as well as specific grants, however, the agency is not audited each year due to the vast number of programs.

According to the Director of the HRA, the Deputy Director of Administration has been absent from his position for approximately one year. A small portion of this position is responsible for protecting Civil Rights according to the Employee Handbook. It is difficult to determine who is performing the duties of Civil Rights Investigator with the number of complaints this Grand Jury has been presented.

### **IV. CONCLUSIONS:**

Discord among management and staff distracts them from performing their duties and creates an environment of mistrust and a hostile work place. The drug and alcohol procedures in place at this time are based on the discretion of the Director. The current hiring, firing, promotional and job creation practices are not being followed by the Director of HRA. There are concerns regarding the financial accountability within the agency.

**V. RECOMMENDATIONS:**

We recommend that someone from an outside agency be brought in to act as Interim Director as soon as possible to investigate, reorganize and restructure the upper management team.

The hostile work environment issues need to be thoroughly investigated and appropriate measures taken.

A financial audit needs to be performed by an independent accounting agency to investigate the deviation from standard accounting principles.

A random drug and alcohol testing program should be implemented for all employees at the HRA by an independent provider.

The hiring, firing, promotion and job creation practices should be reviewed to ensure that proper protocol is followed to conform to HRA Policies and Procedures Manual and Employee Handbook.

The Deputy Director of Administration position is still being held for his return, and this needs to be investigated to see if this position is being paid for twice at great cost to the county.

It is imperative that these issues be addressed immediately by the Director of HRA and the Glenn County Board of Supervisors to preserve the well-being of the staff and the reputation of HRA in the community.

**VI. RESPONSES REQUIRED:**

Glenn County Human Resource Agency  
Glenn County Board of Supervisors

# **2008-2009 Glenn Grand Jury Final Report**

## **Glenn County Valley Wide Mosquito Abatement District**

### **I. PURPOSE:**

An investigation was conducted into property owners of the Hamilton City Community Service District being required to pay two districts, Glenn County Valley Wide Mosquito Abatement District and Butte County Mosquito and Vector Control District, for the purpose of mosquito abatement.

### **II. BACKGROUND:**

Due to a lack of state funding for continued emergency spraying for mosquito abatement to combat the spread of West Nile Virus the Glenn County Board of Supervisors approved the formation of a valley wide mosquito benefit assessment district. The purpose of the new district was to provide mosquito abatement service for Glenn County areas east of Road D excluding those areas already being served by Glenn County Mosquito Control District and Rice Pest Abatement District #1. The formation of the new district included the Hamilton City Community Services District, which was already receiving mosquito control services from the Butte County Mosquito and Vector Control District. The formation of the new district was completed after receiving a majority vote of responding property owners in the proposed district on July 17, 2007.

On October 2, 2008 the property owners in the Hamilton City Community Service District were successful in requesting the Butte Local Agency Formation Commission to reject Glenn County's bid to detach the Hamilton City Community Services District from the Butte County Mosquito and Vector Control District.

### **III. FINDINGS:**

Property owners in the Hamilton City Community Service District are paying an assessment fee to both the Glenn County Valley Wide Mosquito Abatement District and Butte County Mosquito and Vector Control District for the purpose of mosquito abatement.

Property owners west of County Road D were successful in prevention of inclusion in the new district in the lead up to the formation of the district by making their views known to the Board of Supervisors.

### **IV. CONCLUSIONS:**

Mosquito abatement is an important service to be provided to Glenn County residents for the prevention of mosquito borne diseases.

The Board of Supervisors failed to appreciate the level of service provided by Butte County Mosquito and Vector Control District to property owners in the Hamilton City Community Services District as given to the Glenn County Mosquito and Vector Control District (Willows) and Rice Pest Abatement District #1.

**V. RECOMMENDATIONS:**

The Glenn County Board of Supervisors conduct public meetings with property owners in the affected area on the issue.

Re-petition Butte Local Agency Formation Commission for removal of Hamilton City Community Service District from Butte County Mosquito and Vector Control District after securing adequate support from property owners of the affected district.

In future district formations the utmost care should be shown in the prevention of overlapping districts that already provide the same proposed service.

**VI. RESPONSES REQUIRED:**

Glenn County Board of Supervisors  
Health Services Agency

# 2008-2009 Glenn County Grand Jury Final Report

## Glenn County Jail

### I. PURPOSE:

To review, audit, and assess the overall environment within the facilities of the Glenn County Jail.

### II. BACKGROUND:

In November 2008, six members of the Glenn County Grand Jury met with Sheriff Larry Jones and six of his staff members to conduct the required annual audit. Prior to the actual walk-through, both groups met in the conference room where some of the previous inspection findings were discussed along with current operations and overall improvements since the last audit. Since the last audit several identified issues were corrected or improved such as:

- The installation of the Video Arraignment Program which resulted in cost savings to transportation, staffing, and additional security issues.
- The installation of the metal detector in booking and the New Life Scan fingerprinting system is up and running, which was approved prior to last years' inspection.
- Rounds Tracker – (One guard plus) which tracks time and activity.
- Excellent exchange of inmate labor to assist at the Butte College shooting range for state required firearms training.
- A new and much needed boiler system has been installed.
- Transportation using Transportation of Prisoners in Custody (TOPIC) program resulted in labor savings of one officer, mileage and gas.

### III. FINDINGS:

The overall audit was a positive experience and everyone within the facility was very open and willing to share their concerns with the Grand Jury members. The facility operated with high standards of discipline, cleanliness, and safety throughout the jail.

Policies and procedures were posted at the appropriate locations including the kitchen and the nurse/health office.

#### **Areas for improvement include the following:**

##### 1. **Staffing:**

Staffing was highlighted as a major issue. Currently there are two corporals, one sergeant, and eighteen correctional officers including two transportation officers. There needs to be an additional correctional lieutenant to supervise the cantonment

area while transportation officers are out of the jail facility. To reduce overtime, two additional officers need to be assigned.

2. **Sally Port Entrance:**

As previously documented, the sally port is in desperate need of expansion; this is critical to support larger transportation vehicles. For the safety of jail personnel, and the community, the jail facility roof must be encased.

3. **Air Conditioning Units:**

The air conditioning units are out-dated and in need of replacement as they are well past their expected useful life. This equipment continually freezes-up limiting cool air in the jail facility during the summer.

4. **Laundry Facility:**

The washer and dryer need to be replaced with higher capacity, energy efficient units and the laundry area expanded.

**IV. CONCLUSIONS:**

One of the areas that was observed by the Grand Jury team was how Glenn County Sheriff Larry Jones and his direct staff, consistently uses innovative and cost effective ways to improve the care, treatment, and safety of the prisoners as well as those of his staff.

The kitchen was clean, well organized with daily menus posted. The food service manager emphasized that they serve a balanced 3000 calorie daily food allowance to all inmates in addition to those inmates with special dietary needs.

Major concerns highlighted consisted of staffing, sally port entrance, air conditioning units and the laundry facility.

We realize there are problems due to budget restraints, however, this severely strains the Sheriff's ability to protect the county and this needs to be addressed by the Board of Supervisors.

**V. RECOMMENDATIONS:**

The sally port facility needs to be enlarged and the roof encased for the safety of the correctional officers and the community.

Staffing must be brought up to California State Detention Facility standards.

Update the air conditioning units and laundry facility.

**VI. RESPONSES REQUIRED:**

Glenn County Board of Supervisors  
Glenn County Sheriff  
Glenn County Planning and Public Works – Facilities

# **2008-2009 Glenn Grand Jury Final Report**

## **Jane Hahn Juvenile Hall**

### **I. PURPOSE:**

To review, inspect, and assess current conditions and staffing within the Jane Hahn Juvenile Hall facility.

### **II. BACKGROUND:**

Members of the Grand Jury visited the facility on October 29, 2008, and again on November 5, 2008, interviewing Rick Beatty, the facility manager.

### **III. FINDINGS:**

At the time of the visit there were nineteen (19) juveniles being housed in a twenty-two (22) bed facility. The Probation Department is currently in the process of hiring two staff members to bring the facility to full staffing.

The facility is clean and orderly with adequate and mandated supplies. The kitchen area is clean with a current Safe Serve Certificate and up to- date record keeping for the refrigerators and freezers. On site, a school supported by Glenn County Office of Education that provides education for residents with the goal of maintaining their educational progress for those with short term stays or obtaining a high school diploma before leaving the facility.

Additional programs for anger management and drug and alcohol abuse are provided. State mandated intake physicals have been performed within the required ninety-six (96) hour time frame. The record keeping process in this area is inadequate.

### **IV. CONCLUSIONS:**

The administration and staff are to be commended for their professionalism and care for the juveniles in their charge.

### **V. RECOMMENDATIONS:**

The Board of Supervisors must adequately fund this facility allowing for California State standards to be maintained for staffing and building maintenance.

A time and date column needs to be added to the intake record sheets for medical evaluation along with a signature space for medical personal and the facility manager to fully ensure that the state mandated intake physicals have been performed within the required 96 hour time frame.

**VI. RESPONSES REQUIRED:**

Glenn County Probation Department

Glenn County Sheriff

Glenn County Board of Supervisors

# **2008-2009 Glenn County Grand Jury Final Report**

## **Orland Police Department**

### **I. PURPOSE:**

To investigate the current understaffing at the Orland Police Department (OPD). The OPD currently has one Chief, three Sergeants, six patrol officers, and two civilian employees.

### **II. BACKGROUND:**

The committee reviewed three major reports performed over the last several years: a study done in 1995 by Mel Nelson, Consulting and Training, the 1998 - 1999 report from the Glenn County Grand Jury, and the 2005 California Peace Officer Standards Training (POST). Amid the many items that were reviewed in each of these studies, staffing levels at the police department were among them. The committee also interviewed the Chief and several of the OPD officers and listened to their concerns pertaining to the safety of their fellow officers and to the citizens of Orland.

### **III. FINDINGS:**

We found Chief Pasero and the officers of the OPD to be conscientious, hard working, and dedicated to the safety of the citizens of Orland. Many of these officers put in untold hours off the clock to insure the completion of required paper work that they were unable to finish during their shifts due to the lack of manpower. Right now the OPD has a clearance rate of only 24% due to the lack of time for individual officers and no detective available to provide follow up investigations.

With a population of 7,420 Orland has only 10 sworn officers and 2 civilian dispatch/records employees, with three sworn and one non-sworn position currently frozen. This places the ratio of officers in Orland at 1.36 officers per every 1,000 people, while the national average is 2.9 per 1,000 people. The current filled staffing levels are only one sworn officer and one civilian position higher than it was in 1978 although the population of the city has increased dramatically. Comparing Orland to other communities of similar population and socio-economic backgrounds: Corning has a population of 7,220 and 16 sworn personnel and 9 non-sworn, Willows has a population of 6,432 and 11 sworn officers and 2 non-sworn. Even Colusa, with a population of only 5,900 has 9 sworn and 1 non-sworn.

Due to the manpower shortage it is not uncommon to have only one officer on duty for some shifts. This reduces effectiveness, response time, and is an officer safety concern. One officer explained that for a Driving Under The Influence arrest, an officer will be occupied for three to four hours. By the time the officer pulls the individual over,

conducts field sobriety tests, has the car impounded, transports the driver to Willows, completes the booking process, returns to the city, and completes his paperwork he has been unavailable for an significant amount of time. If he happens to be the only officer on duty it leaves the Glenn County Sheriffs Office and/or the California Highway Patrol to cover Orland. Depending on their location and availability the response time may be as much as ten minutes. In a volatile situation even a two minute delay can be devastating.

Over the past year violent crime has risen drastically and Orland experienced it's first homicide in several years. Not only has gang activity escalated but the criminals are becoming more aggressive and confrontational with officers. Assaults, robberies and drug related crimes have risen and will continue to do so as the current recession continues. The OPD has already cut their budget by 20%. They are operating at a sub-standard staffing level making it difficult to adequately provide the 24 hour protection required by a city of this size. We found that the lack of adequate staffing has forced the officers to become reactive rather than proactive.

It has frequently been cited that the OPD incurs approximately \$120,000 annually in overtime. However, this fails to acknowledge the reimbursements the city receives that are generated by the Orland Police Department and are placed directly into the General Fund. These monies come from various Grants, citation fines, vehicle release fees, bicycle licensing, fingerprints, etc.

#### **IV. CONCLUSIONS:**

It is obvious that the City of Orland is facing a time of monetary constraints due to the recession currently confronting the nation. While we are confident that the City Management is dedicated to the residents of the city and their safety, they must recognize that the Orland Police Department, a key factor to public safety, is severely understaffed. It is our concern that should a Police officer or a citizen of Orland be seriously injured or worse, directly due the shortage of manpower, the city could be held responsible. This is a huge liability and it is imperative that it be addressed to prevent any possible future litigation, which would only serve to further cripple the city financially.

#### **V. RECOMMENDATIONS:**

We feel it is crucial for the safety of the citizens of Orland as well as for the officers themselves that the staffing levels at the OPD be brought up closer to the national recommended standards. While we realize the serious fiscal restrictions limit the options, money must be found to augment the staffing levels at the OPD in order to insure the wellbeing of the community.

Surrounding cities of similar backgrounds have a lower population base and a higher officer ratio than Orland. We recommend these cities be contacted to see how they are able to maintain and fund adequate staffing levels for Public Safety.

The current cost recovery fees for fingerprints, vehicle release, traffic fines, and clearance letters, etc. could be increased from 25% to 50%. In addition it is suggested that an alarm

fee should be instituted for alarm calls exceeding three per quarter. This increase could place as much as another \$15,000.00 or more back into the general fund.

**VI. RESPONSES REQUIRED:**

Orland City Manager

# **2008-2009 Glenn County Grand Jury Final Report**

## **Orland City Council**

### **I. PURPOSE:**

To review Orland City Council procedures in order to understand how it operates and identify any needs or concerns.

### **II. BACKGROUND:**

The Grand Jury Public Service Committee attended the Orland City Council meetings over a period of four months and found their capabilities to be quite limited due to the severe budget restraints from the current financial recession facing the county at this time.

### **III. FINDINGS:**

The City of Orland received \$440,000.00 of Prop 10 funding from the State and County to build the new Recreation Department Facility. An additional \$440,000.00 came from park impact fees with no money being spent from the general fund. The recreation facility is a beautiful and much needed complex.

The current landfill site is close to maximum capacity and county officials are considering imposing mandatory garbage service throughout Glenn County as a means of increasing revenue and recycling options for the future. To close the landfill could cost about \$12 million. Expansion costs were estimated at \$20 million a few years ago, and it is now anticipated that the cost today could be \$40 million. The county would need to borrow at least \$10 million to get either project started. There is only \$3 million in the state-mandated closure fund, and borrowing the balance would be necessary. This topic was taken under review by the Orland City Council.

Due to severe budget restraints it was decided to eliminate one Orland Police Officer from the Glenn County Narcotics Task Force (GCNTF) and have him resume street patrol duties. This is only a temporary measure, however, if this reduction becomes permanent it places the future of the GCNTF in jeopardy. Even with this officer back on duty at the Orland Police Department, the office remains seriously understaffed with four current positions frozen. The department has only ten full-time officers, including the chief, and two non-sworn personnel.

In reviewing the response to the 2007-2008 Grand Jury report this committee noted that the Orland City Council did not intend to permanently assume the functions of the Planning Commission. It was stated that if this arrangement continued for an extended period of time Orland Municipal Code Chapter 2.32 would be modified accordingly. If this is not the case and the intention is to restore the Commission an appropriate training

program needs to be established and applications solicited from members of the public who wish to serve on it.

**IV. CONCLUSIONS:**

We feel that overall the Orland City Council has done a commendable job considering the severe financial crisis now facing the county. They have done a praiseworthy job with the completion of the new Recreation Building at Lely Park.

The county faces serious issues that need to be addressed in regard to the current landfill situation. There are major concerns about the severely understaffed Orland Police Department and retention of the much needed Glenn County Narcotics Task Force.

**V. RECOMMENDATIONS:**

We recommend the Orland City Council make a concerted effort to obtain input from the community on the issue of mandated garbage service prior to reaching a decision on this matter.

The safety of the citizens in Orland and city police officers are of concern. The Orland Police Department is seriously understaffed and we recommend that steps be taken immediately to restore adequate levels of protection. In addition, Orland should reevaluate the removal of one officer from the Glenn County Narcotics Task Force.

If the Orland City Council wishes to perform the tasks of the Planning Commission, the Orland Municipal Code needs to be modified accordingly and advertised. If an appointed Orland City Planning Commission is again established, applications must be solicited from the members of the public who would be interested in serving on the Planning Commission with appropriate training being required by all commission members.

**VI. RESPONSES REQUIRED:**

Orland City Council  
Orland City Manager

# **2008-2009 Glenn Grand Jury Final Report**

## **Willows City Council**

### **I. PURPOSE:**

To review the Willows City Council in order to understand how it operates and identify any needs or concerns.

### **II. BACKGROUND:**

The Public Service Committee attended and observed several Willows City Council meetings.

### **III. FINDINGS:**

Volunteers in Police Service (VIPS) received plaques from Police Chief Spears for completing law enforcement classes required for all VIPS members. VIPS has donated 471 man hours while covering 2,898 miles of police volunteer service. VIPS has saved the City of Willows over 168 hours of overtime.

The City Council took action to purchase two houses for rental properties as a long-range investment.

City Council members, public safety employees, and several members of city management agreed to reduced their annual salaries by 10 percent.

### **IV. CONCLUSIONS:**

City Council and department heads are working well together and should be commended for their dedication to the City of Willows.

### **V. RECOMMENDATIONS:**

None

### **VI. RESPONSES REQUIRED:**

None

# **2008-2009 Glenn Grand Jury Final Report**

## **Glenn County Board of Education**

### **I. PURPOSE:**

To observe several Glenn County Board of Education (GCBOE) meetings and to identify issues of concern for the public.

### **II. BACKGROUND:**

The GCBOE is an elected board of governing trustees with powers and duties that are defined by the California Education code. This includes the review and approval of school district budgets under the authority of the County Board of Education.

### **III. FINDINGS:**

The members of GCBOE attended a school board training program to better understand their roles and responsibilities of school board members.

A complete and balanced review was conducted on the renewal of the William Finch Charter School's charter.

Ongoing State of California budget problems and unknown cuts to education funding provides for a difficult environment in current and future budget planning.

### **IV. CONCLUSIONS:**

The members of the GCBOE, Glenn County Office of Education Superintendent and staff should be commended for professionalism in working as a team to deal with the issues brought before them.

### **V. RECOMMENDATIONS:**

None

### **VI. RESPONSES REQUIRED:**

None

# **2008-2009 Glenn Grand Jury Final Report**

## **Stony Creek Joint Unified School District**

### **I. PURPOSE:**

The purpose of this investigation was to investigate the hiring and termination practices of administrative personnel for the Stony Creek Joint Unified School District (SCJUSD) .

### **II. BACKGROUND:**

Members of the Grand Jury interviewed the Superintendent of Stony Creek Joint Unified School District in February 2009.

### **III. FINDINGS:**

A committee that is composed of current staff members, a student, and board members conducts the hiring and termination process of administration for the SCJUSD. This committee is responsible for providing a recommendation to the SCJUSD Board. After the selection of a candidate; a background check of former employers including referenced and non-referenced, Live-Scan, and criminal background check are performed. The committee can only offer a recommendation to the SCJUSD Board. SCJUSD Board only does the final selection and determination. A contract is only offered for signing after the SCJUSD Board has voted for approval in Closed Session. The SCJUSD properly follows the California Education Code for administrative termination procedures.

### **IV. CONCLUSIONS:**

It is the Conclusion of the Grand Jury that the SCJUSD properly follows all of the proper procedural practices outlined in the California Education Code and their District by-laws. The SCJUSD should be commended on the professionalism in which they conduct their hiring and termination of administrative personnel.

### **V. RECOMMENDATIONS:**

None

### **VI. RESPONSES REQUIRED:**

None

2008 - 2009

Glenn County Grand Jury

**Responses To**

2007 - 2008

Grand Jury Final Report

June 30, 2009

**2008-2009 Glenn County Grand Jury  
Evaluation of Responses To  
2007-2008 Glenn County Grand Jury Report**

**DEPARTMENT OR AGENCY:**

Glenn County Board of Supervisors

**REPORT PAGE NUMBER:**

Page 9 – 10

**RECOMMENDATIONS:**

Consideration should be given to continue to seek reductions of expenditures whether the state fiscal crisis continues to deepen or conversely improves. Continue to take whatever action as promptly as possible to comply with all rules and regulations and to facilitate access to the landfill by the citizens of Glenn County. Provide support via law enforcement to the code enforcement officer in his efforts to reduce neighborhood blight and remove unsightly abandoned vehicles. Provide and require all frontline employees of the county to attend training in handling request for public information.

**RESPONSE:**

The Board of Supervisors concurs with the Grand Jury recommendation to reduce expenditures whenever possible. The Board works hard at redirecting savings to areas that need additional support.

The Board concurs with the Grand Jury as it relates to the Landfill. The County is actively pursuing expansion and renewed licensing at the Landfill.

The Board has expanded their code enforcement program within the unincorporated areas and continues to look for better ways to encourage the public to respect their neighbors to take pride in the community in which they live.

The Board also concurs with the Grand Jury's recommendation regarding training employees. The County has completed the initial training and will continually pursue fresher training courses periodically. The County has also updated their Administrative Policy to include additional steps of review to ensure that the public receives the documents requested.

**2008 – 2009 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

**2008-2009 Glenn County Grand Jury  
Evaluation of Responses To  
2007-2008 Glenn County Grand Jury Report**

**DEPARTMENT OR AGENCY:**

Glenn County– Elections Office

**REPORT PAGE NUMBER:**

Page 11 – 13

**RECOMMENDATIONS:**

The Elections Office should improve procedures to publicize election openings. The goal should be to put notices in media that are the most likely to attract the attention of qualified county residents. If the cost of purchasing space in a newspaper is a concern posting openings on the county website or on community bulletin boards should be considered in addition to the legally mandated postings.

**RESPONSE:**

As to the Grand Jury's recommendation, it should be noted that while the Grand Jury did not specify which election openings their recommendation applies to, it is understood by staff that their emphasis was on Member of School District Governing Boards and the County Board of Education elections.

While I can sympathize with the Grand Jury's concerns, the Election Dept must follow strict guideline within the law. In the case Education Code 5363, states that we must publish the Notice of Election one time as a legal notice in a newspaper of general circulation. The Valley Mirror has been the lowest bidder for the past few years; therefore we are obligated to publish all legal notices in the Valley Mirror. We also send a "press release" to the Willows Journal along with sending the Notice of Election to each School District, which we are required to post in their offices.

As to further publication or advertisement of open positions up for elections, I would suggest that the various school districts and the County Board of Education could certainly advertise their vacancies to a greater degree than they have in the past

**2008 – 2009 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

**2008-2009 Glenn County Grand Jury  
Evaluation of Responses To  
2007-2008 Glenn County Grand Jury Report**

**DEPARTMENT OR AGENCY:**

Glenn County Department of Finance – Internal Audit

**REPORT PAGE NUMBER:**

Page 23 – 24

**RECOMMENDATIONS:**

As the budget situation improves in future years, providing funds for additional personnel in the internal audit function should be considered as a priority.

**RESPONSE:**

I agree, and will propose expansion of the internal audit function for the Board's consideration as fiscal conditions improve.

**2008 – 2009 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

**2008-2009 Glenn County Grand Jury  
Evaluation of Responses To  
2007-2008 Glenn County Grand Jury Report**

**DEPARTMENT OR AGENCY:**

Glenn County Health Services Agency – Drug Court Diversion Programs

**REPORT PAGE NUMBER:**

Page 14 – 17

**RECOMMENDATIONS:**

The participants and staff of the various agencies who make drug court work are to be commended. It is hoped that funding in these dire times of government finance allows this program to continue.

Keeping young and sometimes foolish people who make mistakes from being sent to prison where they would learn to be more sophisticated criminals before being returned to Glenn County and perhaps a life of more serious crimes is clearly a very important service.

**RESPONSE:**

The Grand Jury requires the Glenn County Health Services Agency to respond to all of the findings and recommendations contained-in this report. My responses are as follows:

I agree-with the findings outlined by the Grand Jury regarding the importance of Glenn County's treatment courts, including the adult drug court, Proposition 36 court, and juvenile drug court. These valuable programs help addicts and substance abusers regain their lives, become employed, reclaim their driving privileges, and find stable housing, all of which allows them to become contributing members of society. Families of the participants are frequently reunited, and the cost savings alone to society from a baby born without drugs in its system - thanks to the drug and alcohol treatment received by the mother - is a remarkable benefit. The various members of the drug court teams are unusually dedicated employees interested in helping addicts and substance abusers recover from the use of drugs and alcohol.

The Grand Jury's recommendations include commendation to the participants and staff of the various agencies that make drug court work, and a hope that funding allows the program to continue. A formal and public commendation of all of the staff members involved in the county' drug treatment courts will take place at the Recovery Happens event planned for September 18, 2008 at Library Park in Orland.

The Grand Jury's recommendation to keep young people who make mistakes from being sent to prison is a vital and continuous piece of the drug court process as young offenders are referred to the program and encouraged to engage in treatment and supervision.

**2008 – 2009 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

**2008-2009 Glenn County Grand Jury  
Evaluation of Responses To  
2007-2008 Glenn County Grand Jury Report**

**DEPARTMENT OR AGENCY:**

Glenn Medical Center

**REPORT PAGE NUMBER:**

Page 18 – 20

**RECOMMENDATIONS:**

If the hospital emergency room is unable to treat their conditions, the patients should be told immediately and efforts should be made to send patients on to another area hospital as soon as possible.

Local doctors should discourage people in the area from going to the local emergency room if the doctor suspects that specialized treatment, which is not readily available at Glenn Medical Center, is necessary.

More effort should be made to publicize the other services provided at the facility.

**RESPONSE:**

In many rural areas, some of the smaller hospitals have discontinued services and in some cases closed. Maintaining a strong economic position at Glenn Medical Center is vital then to the residents of Glenn and surrounding counties for both today and future healthcare needs.

With respect to recommendations I submit the following responses. Please note that I did discuss these particular items with Dr. Jared Garrison, Chief of the Medical Staff for Glenn Medical Center.

There are times when patients present to the hospital's emergency room for treatment. By law we must see these patients and the physician on duty determines the need for local or regional services. We will continue to follow this policy as the physician ultimately determines where the most appropriate care can be found for each patient.

With respect to local doctors discouraging people from the area from going to the local emergency room if the doctor suspects that specialized treatment is necessary and not available at Glenn Medical Center, I offer the following information. Generally, the patient's physician does suggest where appropriate treatment can be obtained as most small rural hospitals do not offer comprehensive services such as ICU, CCU, or sophisticated surgery or trauma care.

After normal physician office hours, it is important to note, however, that for those living in a rural area who might experience chest pain or other major symptoms the hospital emergency room at Glenn Medical Center has a physician on duty 24 hours daily, 7 days weekly. While the hospital may not offer specialized care, the ER physician can stabilize and route the patient via

ground or air ambulance to the most appropriate tertiary facility. Receiving immediate medical care for chest pain, stroke and other serious conditions can contribute to improved outcomes as opposed to patient driving long distances as time is of the essence for treatment.

Finally, the hospital does work hard to promote and educate the area on services offered but more can be done and will be done in the years to come.

**2008 – 2009 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

**2008-2009 Glenn County Grand Jury  
Evaluation of Responses To  
2007-2008 Glenn County Grand Jury Report**

**DEPARTMENT OR AGENCY:**

Glenn County Jail

**REPORT PAGE NUMBER:**

Page 26 – 27

**RECOMMENDATIONS:**

The sally port facility needs to be enlarged, the north utility pole must be removed, future jail expansion should be planned, and the transport of prisoners to and from the jail to court must be addressed however, this concern may be lessened due to the voluntary video arraignments which are in place at this time. Staffing must be brought up to California State detention facility standards.

**RESPONSE:**

The report addresses concerns and problems faced by the facility. The need for expansion is great and will not disappear in the future. Of course funding remains as the main stumbling block in this area. There is a need for a feasibility study to be completed and a master plan for a public safety complex to be set in place.

In regards to the recommendation that the sally port door be enlarged - this item was included in our 2007/2008 budget request made to the Board. Due to the financial shortfall faced by the County the project was not funded. The project will continue to be pursued and alternative funding sources are always being sought. The power pole located in the alleyway between the courthouse and the jail continues to be of concern. However, as noted in last year's report, this item remains in the overall plan for the Court County conversion of housing the Superior Court in the Court House and County offices in the Memorial Hall and is not under my control.

The transport of prisoners to and from the jail to court has significantly improved since prisoners have the ability to take advantage of video arraignment. We are seeing an ever increasing number of inmates use this service that enables them to receive due process without being transported to the court itself. The Court, jail staff, and inmates all appear to appreciate this new service. Further transportation issues are expected to be resolved with the Court County conversion of housing the court and County offices. Transportation to the Orland Branch will then cease. It is expected that new, safer movement between the court and the jail will be developed in that transition. Staffing in the jail continues to be fluid. However, at time we are very close to full staffing.

The last two years' Grand Juries mentioned similar issues and the responses were accepted by the succeeding Grand Jury. The County and the Court system are working toward the remodel of the

Courthouse a part of the transfer of facilities requirement by the State. That project includes addressing the transformer platform in the alley between the courthouse and the jail.

This is a multi-million dollar project scheduled to be completed in 2010 depending on funding and ability for the local courts, the county and the Administrative Office of the Courts to coordinate and agree on the various components of the project. Progress has been made with agreement to first proceed with the remodeling of a portion of the Willows Memorial Hall to allow the Board of Supervisors' offices and meeting chambers to be moved from the Courthouse to the Willows Memorial Hall. As that project nears completion, the County is retaining the services of an architect to design the remodel of the Courthouse to accommodate a second courtroom in the vacated space replacing the Orland courtroom.

This newest response deals only with Conclusions and Recommendation that seems to be an issue for which this Agency has responsibilities and authority:

**2008 – 2009 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

**2008-2009 Glenn County Grand Jury  
Evaluation of Responses To  
2007-2008 Glenn County Grand Jury Report**

**DEPARTMENT OR AGENCY:**

Jane Hahn Juvenile Hall

**REPORT PAGE NUMBER:**

Page 28

**RECOMMENDATIONS:**

The sally port must be enlarged in order to accommodate the safe transfer of juvenile residents to and from the detention facility. Staffing must be in accordance with California State mandated juvenile detention standards and regulations. The Glenn County Board of Supervisors must adequately fund the Jane Hahn Juvenile Hall facility and ensure the continued operation of this most important county asset.

**RESPONSE:**

Although there were no specific recommendations for the Probation Department to implement, we concur with their assessment of both the Drug Court program and Probation as a whole. There is much more that could be done, but as has been the case for several years, these kinds of services depends on the level of funding that is allocated each fiscal year.

With regard to Juvenile Hall, there were two recommendations noted. The first had to do with enlarging the sally port of the facility. At this time, the space available within this area of the facility is deemed sufficient for the safe transfer of minors into and out of the facility. This is an area that may be feasible at a later date, but presently is not possible due to budgetary constraints as it would require significant alteration to the overall layout of the structure. The second area however has been addressed successfully. Earlier this year, the Board of Supervisors authorized the filing of the eleventh Juvenile Hall Counselor position. This addition will ensure the facility is in compliance with all Title 15 regulations relative to staffing ratios within the facility, and is greatly appreciated by myself and our employees.

As always, the department appreciates the Grand Jury's input and wil make every attempt to continue the provision of meaningful services to the citizens of Glenn County given the limited funding made available.

**2008 – 2009 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

**2008-2009 Glenn County Grand Jury  
Evaluation of Responses To  
2007-2008 Glenn County Grand Jury Report**

**DEPARTMENT OR AGENCY:**

Orland City Council

**REPORT PAGE NUMBER:**

Page 33 – 34

**RECOMMENDATIONS:**

The Orland City Council regular meetings must adhere to the Orland Municipal Code or the code must be amended to reflect meeting times currently in use. Mandatory training should be developed for new commissioners as they are appointed to fill the vacant city planning commission.

**RESPONSE:**

The "Findings" of the Grand Jury with regard to the start time for the planning meetings are inaccurate and incorrect. Under existing law, the City Council must provide the time and the place of regular meetings. However, the Council may also conduct special meetings, which may be conducted at the time and place denoted in the notice and agenda posted within the time prescribed by law. Since assuming the duties of the Planning Commission, the City Council has periodically conducted special meetings to consider planning matters. Those meetings are held on a monthly basis, and are scheduled to coincide with the second regular monthly meeting of the City Council. The planning meeting is scheduled to begin at 6:30 p.m., followed immediately thereafter by the regular meeting. On those Mondays where there is no special meeting for planning, the regular meeting is adjourned for 7:30, and started at that time.

The regular meeting of the City Council is adjourned as part of the notice provided to the public with regard to the special meeting for planning, with no specific time designated for commencement of the regular meeting. However, with rare exception the regular meeting begins at or near the 7:30 p.m. time set by ordinance for that portion of the meeting to begin. In the twelve-month period between July 2007, and June 2008, seven regular meetings, conducted after the planning session, commenced at approximately 7:00 p.m. Of the remaining meetings, three started on or after 7:30 p.m., after the planning session. Only one regular meeting commenced prior to 7:00 p.m. It should be noted that, during the past twelve months, there has not been one citizen complaint with regard to the scheduling or actual start time of any regular meeting. As is discussed more fully below, the City Council does not intend to permanently assume the functions of the Planning Commission. Should it choose to do so, or alternatively chooses to continue with this temporary arrangement for an extended period of time, a recommendation has been made by the City Attorney that Orland Municipal Code §2.04.010 be modified accordingly.

The issue of the composition, or even existence, of the planning commission is a matter exclusively within the province of the City Council. The appointment of the Planning

Commissioners is entirely discretionary, as noted in Orland Municipal Code §2.32.050, and those Commissioners serve at the pleasure of the City Council. There is no specific legal requirement that the City Council appoint replacements for Planning Commissioners who have been removed from office within a specific period of time. Should the City Council decide to permanently dispense with the Planning Commission, a recommendation has been made by the City Attorney that Orland Municipal Code Chapter 2.32 be modified accordingly.

The City Council has expressed a desire to appoint new members of the Planning Commission, but only after an appropriate training program is determined and established. Once that occurs, applications will be solicited from members of the public, with appropriate screening to be conducted by the City Manager and City Council. Until such time as this process is completed, the City Council will continue to perform the planning function for the City of Orland.

It should be noted that, since the removal of the Planning Commission members from office and assumption of the planning function by the City Council, there have been a significant number of positive comments from developers as to the increased speed with which projects have been processed. The City Council intends to continue to serve the citizens of Orland in this positive manner, with or without the formation of a Planning Commission.

The Grand Jury has failed to indicate just what it considers to be "permissible Orland city business." However, in the "Findings" it describes a special meeting conducted on July 11, 2007, and states in "Conclusions" that members of the City Council "acted outside the parameters of the Orland Municipal Code by holding a meeting to deal with the personal business of the recall of four members at a public meeting with the inappropriate use of city management and city staff. "

The City of Orland is invested with full power to do everything necessarily incident to a proper discharge of its public functions. A significant function is to advise the citizens of Orland of the City's actions taken with regard to the Planning Commission, particularly when those actions were subject to significant challenges, both in the media and on the Internet. Given the degree of misinformation being disseminated by organizations such as JTVO, it was incumbent upon the Mayor and City Council to provide accurate information to assuage the concerns expressed by the public with regard to this highly volatile situation. While the City Council could have addressed the issues during the course of a regularly scheduled meeting, the opportunity to provide a broader exposure to the City Council's information was given through the special meeting, to which the media had been invited. This was a properly agendized special meeting, conducted on the advice of the City Attorney. Despite the fact that certain members of the press and JTVO have taken issue with this process, it was neither a violation of any portion of the Orland Municipal Code, nor an inappropriate use of city staff time or resources.

#### **2008 – 2009 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

**2008-2009 Glenn County Grand Jury  
Evaluation of Responses To  
2007-2008 Glenn County Grand Jury Report**

**DEPARTMENT OR AGENCY:**

Willows City Library Funds

**REPORT PAGE NUMBER:**

Page 35 – 36

**RECOMMENDATIONS:**

The City of Willows should inquire into the feasibility of coordinating with the City of Orland for Library Directorship services.

**RESPONSE:**

The City agrees with this recommendation and would respond indicating that on two separate occasions during the Library Director vacancy and recruitment efforts, attempts were made to finalize an agreement with the City of Orland to provide Library Directorship services. Although these attempts were unsuccessful, the City of Willows City Council and Management Staff are cognizant of the potential benefits that may result from a partnership effort to consolidate county-wide public library services. Should future circumstances re-introduce the possibly, the City of Willows welcomes an opportunity to explore this possibility.

**2008 – 2009 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

**2008-2009 Glenn County Grand Jury  
Evaluation of Responses To  
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**DEPARTMENT OR AGENCY:**

Medical Volunteer Transport Program

**REPORT PAGE NUMBER:**

Page 37 – 38

**RECOMMENDATIONS:**

The grand jury recommends that the need for additional volunteer drivers should be more widely publicized, due to the fact that this information is not known by many of the citizens of Glenn County.

The Glenn County Board of Supervisors should be commended for their support of this program.

**RESPONSE:**

In Glenn County, the public transit programs are overseen by Glenn Transit Service, a Consolidated Transportation Service Agency. This is a joint power authority of the County of Glenn, the City of Orland and the City of Willows. The Regional Transit Committee is the Board for Glenn Transit Service and is comprised of two representatives from each of the three agencies.

The Volunteer Medical Transportation Program was initiated in 1988 by Glenn Transit Service to meet the medical needs for disadvantaged individuals in Glen County. During the 20 years of the program, the medical transportation needs have changed. Initially, the rides were for general and specialized doctor appointments that occurred infrequently. However, the past few years has seen a dramatic increase in transport for dialysis, over 80% of the program. Consequently, the volunteer drivers have a higher demand on their time. Another negative factor for the drivers is the high price of fuel; several of the drivers have commented on the prospect of ending their volunteer efforts because of the financial burden posed by the high fuel costs even though the program reimburses the volunteer drivers at the federal mileage rate.

The Regional Transit Committee continues to support the program. Staff has employed several methods to recruit volunteer drivers with little success:

1. Newspaper advertisements
2. Presentations at the Senior Centers
3. Presentations before Service Organizations
4. Letters to churches
5. Word of mouth from clients and volunteer drivers

The transit programs are largely funded by Local Transportation Funds (LTF)-the cent of the sales tax--that is returned to the County for transit programs. LTF has been steadily increasing

until Fiscal Year 2007/2008. Given the current economic situation, there is a good possibility LTF will be even less for 2008/2009 thereby reducing funding for continuing or starting transit programs. The Volunteer Medical Transportation Program has the highest cost per person served.

Working with the Social Services Transportation Advisory Council, the Regional Transit Committee/Glenn Transit Service is developing an application for a federal transit grant to implement a medical transportation program with a paid driver and vehicle. The proposal is to develop a program to transport disabled individuals with mobility devices, such as wheelchairs, to medical appointments. The Volunteer Driver program precludes the transport of individuals with mobility devices. The grant application is due to Caltrans by the end of August. It is a competitive process and there is a 50% match for this type of program. If the grant is awarded to Glenn Transit Service and the match is available, the Volunteer Driver program will be supplemented with a paid driver and a special medical transport vehicle should address the Grand Jury recommendation to address the need for additional service.

**2008 – 2009 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

**2008-2009 Glenn County Grand Jury  
Evaluation of Responses To  
2007-2008 Glenn County Grand Jury Report**

**DEPARTMENT OR AGENCY:**

Glenn County Board of Education – Elections

**REPORT PAGE NUMBER:**

Page 41 – 42

**RECOMMENDATIONS:**

Procedures should be put into place to improve the publication of open GCBE positions. The goal should be to put notices in the media that are the most likely to attract the attention of county residents. This might include newspaper advertisements, posting on web pages (Glenn County Elections Department and GCOE), or postings on community bulletin boards. It should be clearly stated which districts have seats that are up for election. Local district superintendents could identify, or even recruit, qualified individuals for GCBE vacancies.

Candidate qualifications and remuneration/benefits that come with the GCBE positions should be part of the publication materials.

Consideration should be given to putting a limit on the number of times a board member may be reappointed (in contrast to running for election). Under Section 1006 (a) of the California Education Code, the Board may adopt, or the residents of the county may propose by initiative, a proposal to limit the number of terms a board member can serve.

The GCBE should explore the possibility of allowing board positions to be elected from the county-at-large if a sufficient number of candidates cannot be attracted to certain seats.

The GCBE should provide a current copy of the board policies (adopted March 19, 1997) to the Glenn County Elections Department.

**RESPONSE:**

The GCBE agrees with the recommendations to improve publication of open board seats in the County. The GCBE also notes the various recommendations are already being implemented as required by law, in that numerous notices have been placed in Glenn County newspapers by the Glenn County Office of Education (GCOE) and the Glenn County Elections Department. Such notices advise the public of all vacancies and openings for school district board/trustee as well as the GCBE.

The GCBE will work with the County Superintendent and the Glenn County Elections Department to promote placement of notices concerning board/trustee vacancies and openings on the websites of the GCOE and Glenn County Elections Department.

The GCBE also agrees that in future notices of election for GCBE members, the remuneration benefits should be listed. Qualifications for election to the GCBE are governed by Education Code Section 1006 and are based currently on area of residence.

The GCBE does not agree with this recommendation, in that while new voices and opinions are healthy, experienced GCBE members are also important and projects of interest to incumbent GCBE members may take more than one or two terms to complete. Further, the GCBE notes that it does not have the power to impose term limits without such a proposal being approved by voters.

The GCBE does not agree with this recommendation because the GCBE feels it is important that all school district areas have a voice on the GCBE. The GCBE is concerned that county-at-large elections could unintentionally result in GCBE members being elected from the primarily larger school district areas and weaken the representation of the smaller district areas. Further, the GCBE notes that it does not have the power to change to county-at-large elections without such a proposal being approved by voters.

The GCBE agrees with this recommendation. If this is desired by the Glenn County Elections Department, the GCBE will work with the County Superintendent and staff to continue updating the Board Policies and to provide a current copy to the Glenn County Elections Department.

**2008 – 2009 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

**2008-2009 Glenn County Grand Jury  
Evaluation of Responses To  
2007-2008 Glenn County Grand Jury Report**

**DEPARTMENT OR AGENCY:**

Glenn County Office of Education

**REPORT PAGE NUMBER:**

Page 43 – 45

**RECOMMENDATIONS:**

A training session should be mandatory for new board members. The Board of Education and the superintendent should define the topics to be covered. Some examples of relevant topics: roles and responsibilities of board members; policies and procedures for the Office of Education; and educational programs and services that are provided by the State and Federal governments.

The board and superintendent should cooperate and retain common counsel to review and resolve legal issues. It is difficult to promote cooperation and common issues if the parties have separate legal counsel.

The board should establish policies and procedures to set and adjust the salary for the County Office Superintendent. It is especially important to establish a base salary that is published when an election is held.

A spirit of cooperation in board meetings recognize that the county office exists to provide support services to the individual districts, and the school districts exist to serve students. SELPA needs to serve all of the districts and develop strategies to make it more efficient to provide special education services.

**RESPONSE:**

Both the GCBE and the County Superintendent agree with this recommendation. Both also agree that such mandatory training for new GCBE members should occur as soon after new members are elected as possible and that all existing board members should attend as well. In the future, the GCBE will collaboratively work with the County Superintendent to ensure that all newly elected GCBE members are provided and attend such mandatory training. When necessary, updated training sessions for all GCBE members should also be provided and attended by the members.

Both the GCBE and the County Superintendent agree with this recommendation, which is consistent with Education Code section 35041.5. In fact, at the December 2007 GCBE meeting this action was taken, with the employment of Janna Lambert of School and College Legal Services of California. She has been actively serving the needs of both the County Superintendent and the GCBE.

Both the GCBE and the County Superintendent strongly agree with this recommendation and recognize that it is important to comply with Education Code sections 1207 and 1209. Accordingly, prior to the filing period for any election for the office of the County Superintendent, the GCBE will set the salary applicable to the then upcoming term of the next elected County Superintendent in compliance with the law. Further, the GCBE will work with the incumbent County Superintendent to ensure such salary is published in sufficient time for potential candidates to be aware of it.

The GCBE and County Superintendent agree with this recommendation, although it is noted that the past practice for setting the salary of the County Superintendent has been for the GCBE to approve a VI step salary schedule, which authorizes cost of living adjustments and other benefits that are equivalent to that granted to employees of GCOE each year. This past practice has been applied to the incumbent County Superintendent in that a iv step salary schedule was adopted by the GCBE on January 16, 2008, which authorized cost of living adjustments and other benefits that are equivalent to that granted to employees of GCOE each year. Nevertheless, the GCBE and the County Superintendent concur with the Grand Jury that the process should be set forth in either a written policy or procedure so it is clear to all concerned and that such policy or procedure should include timeframes sufficiently in advance of the filing period for any election for the office of the County Superintendent to avoid any misunderstandings of candidates for the office. As indicated above, both also recognize that it is important to comply with Education Code sections 1207 and 1209 with regard to the County Superintendent's salary.

While both the GCBE and the County Superintendent agree that a spirit of cooperation is essential to effectively provide support services to districts, Serve students and ensure harmony at the GCOE staff level, it should be understood that the GCOE does not solely exist to provide support services to school districts. In addition to providing services to school districts, the GCOE also provides direct educational services to students through the William Finch Charter School program, the Regional Occupation Program, the SPARK after school program, as well as to adults through the Glenn Adult Program and the Glenn County Adult Literacy Projects in Orland and Willows. GCOE also offers many extracurricular programs and services for youth in the communities.

Both the GCBE and the County Superintendent agree that cooperation and collaboration allows for differences of opinions regarding the various important matters before them and believe that this has steadily improved since January of 2008. GCBE meetings are more civil and there is more respect shown between GCBE members and those making public comments. We both agree that we must continue to improve in this area.

The SELP A is governed by its members and its Board consists of District Superintendents and the County Superintendent. This is not a GCBE responsibility or function. However, the GCBE believes that great strides have been made by the County Superintendent, his staff and the Superintendents' Committees in resolving cost control issues and developing a sound and more efficient strategic plan.

The County Superintendent believes that the SELPA does in fact serve all of its members. He also agrees that strategies for greater efficiency and cost effectiveness are necessary and has been

working diligently with the SELP A Board/Superintendents' Committees and FCMAT to develop these. The SELP A Governance Board agrees with the above response and will continue to work together to serve all students in all districts in the county;

**2008 – 2009 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

**2008-2009 Glenn County Grand Jury  
Evaluation of Responses To  
2007-2008 Glenn County Grand Jury Report**

**DEPARTMENT OR AGENCY:**

Plaza School

**REPORT PAGE NUMBER:**

Page 46 – 47

**RECOMMENDATIONS:**

Plaza School must update and expand its safety plan. As per California Penal Code 6722, all school visitors must receive a school issued visitor pass or badge. This pass notification must be clearly posted at all school entrances. In the event that all senior staff are off campus, the school office must be staffed by the site principal or secretary designee. This may require a substitute for the principal or secretary. The Plaza School District School Safety Plan must be updated to include scenarios such as how and by whom are staff alerted to a problem on campus especially in the event of a power or communications (land-line or cell phone) failure. A designated position must be established to contact emergency services as a by-named individual may not be on campus during the event. Criteria must be established concerning how parents are notified during a major safety event. Once the notification goes out, the school must have a plan in place to control traffic in and around the school in the event safety officials are unable to respond quickly. Parking in front of the school is limited and must remain open for fire and safety personnel. Cell phone usage by students must be monitored to lessen the confusion caused during a major safety incident. All clear signals both bell and voice need to be established and included in the safety plan. Procedures must be established, in the event of a major incident, just prior to the start or just after school ends with students still on campus this should also include after-school and nighttime school activities. Intruder-on-campus guidelines must be fully developed and implemented in a most judicious manner.

**RESPONSE:**

The day of your initial visit both I and the school secretary were not in the office and there was no notice posted requiring visitors to secure school identification. It is unfortunate that at the time of your visit no one happened to be in the office. In addition to the school secretary and me we also have an office, clerk who happened to be in a classroom at the time of your visit. In a small school like Plaza many of our staff members serve in several capacities, but we are going to change the schedule of the office clerk so she can be available when others are away from their desks. We will also make arrangements with the teacher of our older students to assign an eighth grade boy or girl to work in the office when others are gone so someone will be available that can contact the Principal, secretary, lead teacher, or me when a visitor requires assistance.

There was no notice posted requiring visitors to secure school identification. As I mentioned to you when we met, Plaza is an open campus with a great deal of parent participation. We also have a special education building on our campus that is operated by the Glenn County Office of Education. They have visitors coming and going and have a frequent turn over in staff so that we may not be aware of who is at that program during the school day. In the fall I will ask each of

the regular education teachers to provide their classroom volunteers with a badge and I will have visitor's passes available in the office. A sign will be posted to the effect that all visitors must have a pass or volunteer badge when on campus. I will also ask the director of the special education program to do the same.

Several fire drill procedures were not followed by all staff. We will review all requirements with our staff in the pre-school orientation this fall and will follow up with drills and training as required so that all procedures are followed corrected. I was happy to see that you had commended our staff for the manner the fire drill was conducted. I think with the review mentioned we should easily be able to correct any deficiencies.

You also noted that we had begun work on a safety plan and that with additions and modifications it can be an outstanding document. Since your visit we have continued to add to the plan and we have scheduled a NIMS (National Incident Management Training) for all staff in August. This training is in conjunction with the Homeland Security Act of 2002 and includes: strategies for school emergency planning, key concepts and principle underlying NIMS, benefits of using the ICS (national incident management system), and benefits of a united command approach and joint information system. I hope that with the help of this training our safety plan will be complete and all staff members will be well aware of its contents and their duties in the event of an emergency.

**2008 – 2009 GRAND JURY REVIEW OF RESPONSE:**

Response accepted

No response received from the GCOE Superintendent of Schools

**2008-2009 Glenn County Grand Jury  
Evaluation of Responses To  
2007-2008 Glenn County Grand Jury Report**

**DEPARTMENT OR AGENCY:**

Willows Unified School District

**REPORT PAGE NUMBER:**

Page 48 – 49

**RECOMMENDATIONS:**

WUSD should urgently pursue the services of a business manager, it should undertake serious budget reduction measures, it should develop a fiscal plan to build back the DEU fund to the former practice of six percent if practicable. Additionally, WUSD personnel should work with the Special Education Local Plan Area Board (SELPA) to help streamline the delivery of special education services to help reduce bill back costs. And finally, WUSD should work to improve relations with administration and staff of Glenn County Office of Education (GCOE).

**RESPONSE:**

The, Grand Jury mistakenly reports that the Districts former business manager resigned in December of 2006. He actually resigned in December 2007. The Willows Unified School District immediately hired an interim business manager. The superintendent contacted the California Association of School Business Officials (CASBO) who maintains a list of about 70 individuals who work throughout the state on an interim basis, Of the 70, on the list, only 13 were willing to work in Northern California, the rest only worked in Southern California. Of the 13 contacted, only one would consider working this far North. WUSD immediately advertised the business manager position statewide. We had very few applicants, but actually held interviews in January, 2008 less than a month after our former business manager resigned. None of the candidates met the WUSD standards so we continued with an interim business manager. We re-advertised the position in May and conducted interviews the second week in June, 2008 with the successful candidate starting on July 1, 2008. As you see, WUSD did everything in its control to hire a well-qualified business manager in a timely manner.

Willows Unified has been exploring ways to reduce the budget for the past two years. During this time, the District has reduced teaching staff by ten, eliminated a bus route, moved the District Office, eliminated Freshman Athletics, etc. In addition, we have been adjusting to declining enrollment increased Special Education bill-backs with serious reductions since 2006. The District has been working extremely with the Willows Unified Teachers Association (WUTA) and with the California School Employees Association (CSEA), Willows Chapter #119, which represents the Classified employees in the District. In fact, WUTA freed up approximately \$300,000 of Medicaid Administrative Activities (MAA) money to help the District through these difficult times.

WUSD has developed a fiscal plan as required to get through these tough financial times. The District began a formal plan in December of 2007 with Board approval in February of 2008. Willows Unified has been proactive in developing a plan to address our fiscal issues.

There is no SELPA "Board". All the Districts in the county form what is referred to as the SELPA. WUSD has tried diligently to work within the SELPA to establish a professional working relationship with all the Districts for the past several years. Unfortunately, it has not progressed as quickly as we would like.

Willows Unified continues to foster good relations. Unfortunately, as in the previous finding, it is mostly out of our control. There are many good, hard working people (administration and staff) at GCOE that work well with Willows Unified. We work well together in many areas such as drug prevention, Special Education, teacher trainings, technology, etc. WUSD also participates in many other areas with the county such as attending CBO meetings, SELPA, meetings, ROP meetings, etc. The list can go on and on with the successful and positive relationships between WUSD and GCOE. It is unfortunate that the Grand Jury has cited this as a finding regardless of the positive relationships that have been formed over the years in working together as educators.

**2008 – 2009 GRAND JURY REVIEW OF RESPONSE:**

Response accepted