

Final Report of the Findings and Recommendations



The changing face of Glenn County agriculture

2017-2018 Glenn County Grand Jury Final Report

2017 — 2018

*Glenn County
Grand Jury*

Final Report

of the

Findings and Recommendations

June 15, 2018



**“Whenever the people are well-informed, they
can be trusted with their own government.”**

Thomas Jefferson



Final Report of the Findings and Recommendations

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GLENN COUNTY GRAND JURY

*PO Box 1023
Willows, California 95963*

June 15, 2018

The Honorable Peter Twede, Presiding Judge
Superior Court, County of Glenn
526 West Sycamore Street
Willows, CA 95988

Dear Judge Twede:

RE: 2017-2018 Glenn County 2017-2018 Final Grand Jury report.

On behalf of the 2017-2018 Glenn County Grand Jury, it is an honor to submit our Final Grand Jury Report. In compliance with California Penal Code, Section 933, this Grand Jury report contains findings and recommendations regarding government agencies and fiscal matters within our jurisdiction. After collaboration, consideration, and reflection of all information provided to the Grand Jury, this report is ready for publication. The report contains the work of six committees: City/County Government, Finance, Public Health, Education, Special Districts, and Public Safety.

The members of the 2017-2018 Grand Jury are a diverse group, each possessing unique experience and skills with the ability to work well as a unit. Each Grand Jury member dedicated time and energy in conducting investigations, providing information analyses, as well as delivering professional report writing experience.

The Grand Jury would like to express our gratitude and appreciation to the many county employees and elected officials who supported our efforts this term. A special commendation to each of the Board of Supervisors who agreed to meet with Grand Jury members for an interview, each in a different location, at the same time and on the same day with the same questions.

On a personal note, I wish to thank my fellow Grand Jurors for the dedication to duty they showed during the past year. I know we all take pride in the work done by the Glenn County Grand Jury. It has been a privilege for the Jury members to serve the citizens of the County in our capacity as citizen-members of the Glenn County Grand Jury.

Sincerely,

A handwritten signature in cursive script that reads "Margaret M. Ansel". The ink is dark and the signature is written in a fluid, personal style.

Margaret M. Ansel,
2017-2018 Grand Jury Foreperson

2017-2018 Grand Jury Members

Executive Team

*Margaret Ansel, Foreperson***

Merry Lervold-Hislop, Pro Tem

*Shirley Boracci, Secretary/Treasurer***

2017-2018 Members

Maralee Childs

*Anne Baxter Campbell***

Paulette Grant

*Ruth Henderson***

Alfredo Hernandez

Brian Johnson

*George Kokkinakis***

Tonya Nethington

Noreen Nunes

Sharon O'Quin

Edward Perez Jr.

*William Rossi***

Elizabeth Vasquez

James Wackerman

*Jack Wasinius***

*Cindra Wilfong***

***Grand Jurors to serve as jurist on the 2018-2019 Grand Jury*

Grand Jury Mission Statement

The Glenn County Grand Jury serves as the ombudsman for the citizens of Glenn County. The primary function of the Grand Jury, and the most important reason for its existence, is the examination of all aspects of county government and special districts assuring honest and efficient government that serves the best interests of the people.



Disclaimer

During this Grand Jury year, any juror, who had or may appear to have had a conflict of interest in any report or investigation, was recused. Recusal includes, but is not limited to, exclusion from interviews, deliberations, report creation and plenary acceptance.

The Role of the Glenn County 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. Section 23, Article 1 of the California Constitution requires that the Grand Jury “be drawn and summoned at least once a year in each county.” To satisfy the Constitutional requirement, state law describes the selection of grand jurors, and the watchdog and indictment functions of the Grand Jury.

The Glenn County Grand Jury is composed of nineteen (19) citizens who have been residents of Glenn County for at least one (1) year or longer. Generally, jurors are selected in a random lottery process. The advising Judge, representing the Superior Court, appoints a foreperson from the selected Grand Jury panel and administers the oath to all jurors. The oath requires each juror to diligently inquire into city and county governmental agencies and not disclose any of the proceedings, discussions, names of individuals interviewed, or votes of the Grand Jury. The Grand Jury’s term, of service begins July 1st and ends June 30th of the following year.

A Grand Jury performs several functions that are described in the law. Broadly, the Grand Jury is charged with assuring honest, efficient government that operates in the best interest of the people of the county. The primary function of the Grand Jury is to examine aspects of county government, special districts, school districts, and city government. Specifically, this includes:

1. **Civil Watchdog** – to inquire into the willful or corrupt misconduct of public officers; to investigate and report on at least one county officer, department or function; and to inquire into the condition and management of public prisons within the county.
2. **Criminal Indictment** – to present to the court a criminal charge of a public offense against a person based upon evidence considered by the Grand Jury.
3. **Accusation** – to remove from office a public officer based upon evidence of willful or corrupt misconduct considered by the grand jury. This judicial process is initiated by the Grand Jury.

The Glenn County Grand Jury is an arm of the Glenn County Superior Court and is considered part of the judicial branch of government. As such, the Grand Jury may ask the advice of the advisor Judge to the Grand Jury, the County Counsel, or the District Attorney. The Grand Jury may inquire into or investigate a matter based on either a complaint or upon its own initiative.

Most of the work is done by committees, which can include: Public Safety, School. Education, Public and Planning Works, Finance, Health and Human services, and the City/County Government.

Subcommittees may be appointed as needed. The Grand Jury, as a body meets once a month, and subcommittees meet as needed to fulfill their obligation to their investigation. 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's authority is located primarily in Penal Code Sections 888-939.91, et seq., and the accusation process that leads to the removal of a public officer is described in Government Code Sections 3060 – 3075, et seq.

The Grand Jury receives letters from citizens expressing concern over matters of local government. Anyone may file a complaint with the Grand Jury, and all complaints to the Glenn County Grand Jury are confidential. The Glenn County Grand Jury considers all complaints for investigation.

Complaints must be in writing, signed and addressed to:

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

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 subject of a report.

Glenn County residents interested in serving on the Glenn County Grand Jury can obtain an application/questionnaire from the court's website at www.glenncourt.ca.gov. The form is located on the Grand Jury page under court information.



Response Requirements and Instructions

Two working days prior to the release of the Final Report, the Grand Jury will provide a copy of the report to all affected agencies of persons 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 with **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 that 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 six months. In this event, the analysis or study must be submitted to the director or head of agency being investigated.

Response Requirements and Instructions (cont.)

- (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 heads 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 COMPLAINT FORM

All information on this form is strictly confidential. This complaint should be prepared after attempts to correct the situation have been unsuccessful.

Mail To: Foreperson, Glenn County Grand Jury
PO Box 1023
Willows, CA 95988

Date: _____

Complainant: _____
Name Title

Agency of employment if employed by county

Address: _____
Street City State Zip

Name of person or agency complainant is reporting:

Name Title Agency

Address City, State Zip Phone/Cell Number

Complaint: Please provide dates, times and names of individuals involved as well as a complete narrative of your complaint as well as any documentation that support your complaint. Attach additional sheets if necessary.

Identify attempts made to correct this situation or issue as well as other agencies, person(s) contacted and approximate dates.

Is there any additional information that you feel may be helpful in an investigation?

For Grand Jury Use Only:

Date Received by Grand Jury: _____

Date Acknowledgement Letter Sent: _____

Committee assigned: _____

Date of Action: _____

Summary of Action Taken: _____

*This form is available for use on the Glenn County Grand Jury Web page

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2017 — 2018

Glenn County

Grand Jury Reports



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An Interview with the Board of Supervisors

A 2017—2018 GLENN COUNTY GRAND JURY REPORT

ABSTRACT

The Grand Jury interviewed each of the Board of Supervisors with the same questions on the same day and time, each at a different location. Many topics were discussed and learned during this interview.

Through an interview with The Board of Supervisors the Grand Jury acquired incite to multitude of information

Board of Supervisors

The Grand Jury's primary function, and the most important reason for its existence, is the examination of all aspects of city and county government and special districts assuring honest, efficient government that serves the best interests of the people. The Grand Jury interviewed the Board of Supervisors to gain insight to the working of the county government and all of its functions. The Grand Jury presents a report to the court, community, and county departments listing recommendations for improvement.

PURPOSE:

To bring attention to the Board of Supervisors their responsibility in submitting to the courts a complete and concise response to all recommendations listed in the Grand Jury Reports as well as understanding of the responsibilities and leadership of the Board of Supervisors.

BACKGROUND

The Grand Jury interviewed the Board of Supervisors individually at separate locations, at the same hour and day, to gain insight on their perspectives regarding various issues occurring in our county.

Grand Juries investigates city and county departments, reporting their findings and recommendations to the courts, departments, and community. The identified department leaders, elected or appointed, must respond to both the findings and recommendations, and the county government officials must submit a written response to each recommendation.

METHODOLOGY:

An Interview took place with each Supervisor on the same day, hour, and questions in different locations.

A review of the past five years of Grand Jury Report responses from heads of agencies or elected officials has taken place to measure the impact of the Grand Jury's Recommendations. Through this review of received responses, it was noted the Board of Supervisors responses have been incomplete, uninformative and not following the guidelines of 933 (c) and 933.05.

DISCUSSION

Pay and Benefits: While each of the Board of Supervisors provided much of the same information, some provided more than others. During the interview, it was discovered that the Board of Supervisors had not received any salary raises since the latter 1970's. Each board member receives

\$30,000 per year, mileage, and lifetime medical insurance after five years of service. Due to accumulating costs factor as of last year, the Board of Supervisors and new employees do not receive lifetime medical benefits or the ability to opt-out of receiving medical insurance in lieu of compensation. Some of the savings from the opt-out medical coverage were used to provide Department Heads recent raise increase, and the other part approximately \$800,000 was put into the reserve. It was found that a committee is set up each year to establish a possible salary increase for the Board of Supervisors, but the Board has voted this recommendation down each year, considering it political suicide. Several Board members indicated they would like their salary attached to something i.e. Cost Of Living Adjustment (COLA); a percentage per year; or Consumer Price Index (CPI).

Full Time or Part Time: When asking for clarification on their job status of Full-time or Part-Time, two board members stated that they were a “...part-time employee of the county”, while the other Board members stated they were elected as full-time Supervisors.

Committees: In January each Board member is assigned to various committees based on personality and background. These can amount to as many of three departments, which each can have several committees, such as Public Safety includes the Sheriff, Jail, Probation and the District Attorney.

Each year two Board members are appointed to the county budget committee through a rotation basis. The Budgetary committee is an ongoing process that is expanded upon throughout the fiscal year looking at all needs as submitted by the Head of Departments. It was mentioned by several Supervisors that there are departments that have reserve funds. These funds are used at the department’s discretion and not swept into the General Fund.

CalPERS: Through this interview process, several Board members mentioned that the county has not paid their share of the Public Employees Retirement System (PERS) contribution and had not paid their portion for many years creating a large debt for county to pay. The county has been remitting the employees’ current portion of PERS retirement funds on a timely basis, but it was stated that the County owes PERS approximately \$50 million in back payments for future contributions (five years). During the interview, it was stated that only Los Angeles and San Francisco counties have continued to pay the full amount of contributions. Due to the County’s lack of payment this amount will increase over time.

The Grand Jury discussed this issue with the finance director who stated that the Board of Supervisors has discussed this the heads of departments to begin discussing how to solve this issue, but does not know if the state reported an accurate amount.

Nepotism: The Grand Jury found that some departments have family members working directly under the department supervisor, which could cause unhealthy working conditions among employees. The county recently added a nepotism policy to their Policies and Procedures regarding Department Heads supervising or hiring close family member.

IT: The county’s Information Technology (IT) system is old and not supporting the departments as needed in meeting today’s technological businesses. It was found that departments cannot access information from other departments, which is crucial for receiving up-to-date communications in the sharing of information. The Board of Supervisors are researching which IT support system would work best for our County departments in protecting confidential data.

Energy: In an effort to save energy resources, the county is looking at ways to support Light-Emitting Diode (LED) lighting. This will coincide with the solar paneling that is planned to be installed sometime this year.

Jail visit: It was discovered that the Board of Supervisors, as a body, has never visited the Glenn County Jail. As a governing body who makes budgetary decisions regarding the facility infrastructure, a visit to the jail should be done on an annual basis.

One-Stop Shop: Through the Board of Supervisors interview regarding the Department of Resource Management, also known as One-Stop Shop, many questions surfaced regarding its purpose, location, use of existing personnel and financial cost to the county.

The purpose or intent was to form a central location for all development departments to be under one structure. Taken from the Strategic Plan—Implementation Proposal, the mission statement is listed as, “To partner with our Community to provide a prosperous, safe, and secure County through a spirit of cooperation and courtesy, while preserving our way of life.” The Committee developed a five-year strategic plan, setting a course to ensure the County’s mission was accomplished. The Board of Supervisors reported they currently are looking at the North Colusa Street Campus as the possible location for the Department of Resource Management, also known as One-Stop Shop. Human resources would come from existing employed personnel with the exception of the newly hired Director of Resource Management. The financial impact to the County general fund is anticipated at \$150,000.

California State Penal Code 933(c): The 2017-2018 Grand Jury found the replies to the Grand Jury Recommendations have been incomplete as per California State Penal code 933(c). It requires local government agencies to respond in writing to their specific portions in the Grand Jury Reports.

- All elected officials or heads of agencies are required to respond within 60 days to the presiding judge of the Superior Court on all findings and recommendations sending an informational copy to the Board of Supervisors. In any city and county, the mayor shall also comment on the findings and recommendations. All of these comments and reports shall forthwith be submitted to the presiding judge of the Superior Court who impaneled the Grand Jury.
- No later than 90 days after the Grand Jury submits a final report on the operations of any public agency, the governing body of the public agency shall comment to the presiding judge of the Superior Court on the findings and recommendations pertaining to matters under the control of the governing body.

Responding agencies must meet the guidelines of Penal Code 933.05 as listed below:

Section (a) requires responses to Findings must:

- 1) agree with the finding, or
- 2) disagree wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefor.
- 3) disagree wholly with the finding.

Section (b) responses to Recommendations must include whether each recommendation:

- 1) has been implemented, with a summary regarding the implemented action.
- 2) not yet been implemented but will in the future, with a timeframe for implementation.
- 3) requires further analysis, or with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This time frame shall not exceed six months from the date of publication of the Grand Jury report.
- 4) will not be implemented, because it is not warranted or is not reasonable, with an explanation therefore.

The final 2016-2017 Glenn County Grand Jury report contained a total of 28 findings and 11 recommendations. Of the 11 recommendations:

- 7 have been or will be implemented,
- 2 recommendations had been partially implemented
- 2 recommendations to the Probation Department will not be implemented by their agencies, as the Jane Hahn Juvenile Hall was closed in May 2017.

Based on the 2016-2017 recommendations listed above, the Board of Supervisors addressed one recommendation regarding Special District not being under the Board of Supervisors governance.

FINDINGS AND RECOMMENDATIONS:

Findings	Recommendations
<p>F1: It was found the Board of Supervisors had not received a salary increase since the latter 1970s.</p>	<p>R1: The Grand Jury recommends the financial advisor investigate the cost of attaching the Board of Supervisors salary to the cost of living adjustment (COLA), percentage, or consumer price index (CPI).</p>

Findings	Recommendations
<p>F2: It was found that several Board of Supervisors considered themselves as Part-time elected officials and others considered themselves Full-time status.</p>	<p>R2: It is recommended that the Board of Supervisors clarify their Full-time/Part-time status, informing the public and prospective Supervisors of the job requirements.</p>
<p>F3: It was found that the County has not been paying the County’s portion of the five-year future PERS retirement system, potentially putting the county into potential financial difficulty.</p>	<p>R3: It is recommended that the Board of Supervisors investigate the cost to rectify the amount owed to PERS and begin paying the County's portion.</p>
<p>F4. It was found that the county’s Information Technology (IT) system, hardware and software, is old and not supporting departments in relaying information from one departments to another, which is crucial for sharing information with departments in day-to-day operations.</p>	<p>R4. It is recommended that the Board of Supervisors investigate and implement common software, hardware and employee training to include backup data storage throughout county departments to allow all county departments to share information.</p>
<p>F5. It was found that the county is researching LED lighting for all departments, which will reduce the energy cost.</p>	<p>R5. It is recommendation that the county implement the replacement of the old light fixtures with LED lighting throughout the county’s offices and other structures.</p>
<p>F6. The 2016-2017 Grand Jury found the Glenn County Board of Supervisors did not meet the required response format outlined in the “Discussion” section of this report as required by Penal Code 933 (a) and (b) and 933.05.</p>	<p>R6. It is recommended that all responses from the Board of Supervisors shall meet the requirements of 933 (a) and (b) and 933.05 to provide written governance as to planning, implementation, and worthiness of all Grand Jury recommendations.</p>
<p>F7. It was found that the Board of Supervisors had not visited and/or inspected the Glenn County Jail facility as a governing body.</p>	<p>R7. It is recommended that the Board of Supervisors as a body visit and inspect the Glenn County Jail annually.</p>

CONCLUSIONS

The Grand Jury would like to thank the Board of Supervisors for providing their valuable time in participating in the arranged interview that provided the Grand Jury with valuable facts and information. While several Supervisors elaborated on topics more than others, the Grand Jury found the experience and added knowledge very beneficial for our investigation.

In reviewing past reports, the department heads have submitted a well written response to the Court and to the Grand Jury. While many responses were sent within the 60-day requirement, several were late causing the current Grand Jury to ask for a submission or a resubmission. Many times, these submissions were not presented to the governing board or to the Court, requiring additional follow-up. As a reminder to all department heads or elected officials that all responses must be sent to the governing board and to the Superior Court for documenting.

It is important to note that it is the future Grand Jury's responsibility to notify the Board of Supervisors of an incomplete response.

REQUEST FOR RESPONSES:

Pursuant to Penal Code section 933.05, the Glenn County Grand Jury requests a thorough and complete response statements from:

From the following governing body:

- **Glenn County Board of Supervisors**

Reports issued by the Grand Jury do not identify individuals interviewed. Penal Code Section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Grand Jury.

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American Flag hand crafted from wood by AB109 Work Training Program

Glenn County Jail

A 2017—2018 GLENN COUNTY GRAND JURY REPORT

ABSTRACT

Instead of repeating what has been written in other Grand Jury Reports, this report takes a look back at the needed upgrades and repairs as well as needed staff identified by past Grand Juries. The community needs to be aware of the aged conditions of the jail and the needed repairs bring it up to today's requirements.

Is anyone really paying attention: An aging jail facility needs more man-power and serious up-grading

Glenn County Jail

SUMMARY

The Glenn County jail was built to house short-term inmates which would not require certain building additions and conditions needed to house long-term jailed inmates. For instance, the need for a medical room would need to have one desk, a filing cabinet, and possibly a simple bed instead of a examination table, five filing cabinets and three desks that is needed today. The library would need to have a limited amount of legal information instead the need for a larger or intense law library; and the booking room would not need to have a pressure room or several holding cells as needed today. Currently, the jail has become a jail to house both short-term and long-term inmates identified by Assembly Bill 109 as well as those sentenced and non-sentenced inmates.

With the change in the jail holding requirements due to the AB109 inmates, the jail facility needs to be adapted to meet the needs and safety compliances that our community expects.

GLOSSARY

1. Sally-Port — A secured area that acts as an intake area and has a space between two doors where only one door opens at a time.
2. AB109—Realignment Assembly Bill 109 or commonly known as AB109 that transfers responsibility for supervising certain kinds of felony offenders and state prison parolees from state prisons and state parole agents to county jails and probation officers. Provides permanent revenue stream to the counties through Vehicle Licenses Fees and State Tax..
3. AB 118 — Outlined financial structure for allocating funding to a variety of accounts; established the Local Revenue Fund 2011; directed deposit of revenues associated with 1.0624 percent of state sales tax rate to be deposited in the fund.
4. SB 89 — Vehicle Licenses Fee – Prison Realignment Fund
5. Un-sentenced inmates —Individuals who are in custody and are awaiting sentencing on one or more charges. This would include individuals who have just been booked into jail, those in custody awaiting court hearings, those in custody awaiting trial, those being held during trial, and those who have been tried and are awaiting sentencing.
6. Sentenced —Inmates are individuals who have been tried and sentenced on all charges, and are awaiting transport to prison, or are serving some portion of their sentence in jail.

PURPOSE

As stipulated by Penal Code 919(b), the Grand Jury is required to inspect its ability to function as needed by the citizens of Glenn County. The Grand Jury also wanted to measure the recommended upgrades to the jail from past Grand Jury Reports.

BACKGROUND

AB109:

In 2011, Assembly Bill (AB) 109, and AB 117 were passed mandating individuals sentenced for non-serious, non-violent or non-sex offenses will serve their sentences in county jails instead of state prison. The realignment transferred the responsibility of supervising specific low-level inmates and parolees from the California Department of Corrections and Rehabilitation to counties.

With the implementation of the 2011 Realignment Legislation, no inmates were transferred to state prisons or transferred to county jails or released early. With the influx of newly-convicted low-level offenders and added responsibilities put upon the jail and staffing requirements changed the dynamics and needs of the Glenn County Jail.

Funding for AB 109, Public Safety Realignment of 2011, is supported through various trailer bills such as: AB 111, – Gives counties flexibility to access funding to increase local jail capacity; AB 118 – Provides one time fees for jail expanding; SB 89 - Dedicates \$12 of Vehicle Licenses fee to the realignment program; and AB 109 provides dedicated and permanent revenue to counties.

The Grand Jury’s visit to the Glenn County Jail found upgrades and repairs identified by past Grand Juries that have not been completed due to financial or funding reasons. Below is a listing of the past five years of Findings, Recommendations and Responses from previous Grand Jury Reports.

Each of these areas have been discussed with the facility’s administration and found that all facility remodeling or areas where needed space were not completed due to “budget or financial constraints”. Several areas to the facility were updated or replaced as mentioned below in the Discussion of this report.

Findings	Recommendation	Response
<p>Master Planning: 2015-2016—While the Grand Jury has identified a number of issues, priority should be given to the safety and security of the facility.</p> <p>2015-2016—Findings list has twelve listed findings in which eight refer to equipment repairs and/or facility upgrades.</p> <ol style="list-style-type: none"> 1. Main Security Panel 2. Boilers 3. Kitchen Air Conditioning 4. Fluorescent tube fixtures 	<p>Develop a master plan for updating the existing jail facility. Safety and security concerns should be given top priority.</p> <p>Create an Equipment Replacement fund for high cost operating systems.</p> <p>Replace control panel to assist with control of inmates and increase staff safety. The current control panel increases</p>	<p>The Jail Commander, Facility Maintenance Supervisor, and I [Sheriff] will meet on a routine basis to develop and implement a master plan for updating the existing facility. Safety and security concerns will always be given the highest priority, but funding will also be a main concern.</p> <p>The replacement of the current control panel and the redesign of the intake/booking area will be explored; unfortunately, funding and State regulation will make it nearly impossible to achieve in the near future, However, updating and redesign of the</p>

Findings	Recommendation	Response
<p>5. Isolation Cell 6. Booking Area 7. Small Medical Room 8. Small Multi-Purpose room/ Library room</p>	<p>the possibility of accidental release of high-risk inmates.</p> <p>Redesign the jail intake/booking area to provide security for jail staff, outside visitors and civilian staff.</p>	<p>current facility will be part of the potential proposal for funding under the SB 844 Jail Construction competitive grant process.</p> <p>I [Sheriff] will also work with the Board of Supervisors and the Department of Finance to investigate the feasibility of creating an Equipment Replacement fund for high-cost systems.</p>
<p>2016-2017—No finding listed</p>	<p>Develop a master plan for maintaining, updating and improving existing facilities and its safety and security. This includes hot water, possibly on demand for the savings these systems bring, resolve the water volume issues and updating the water softening abilities. Security fencing and cameras installed in the parking inmate transfer area between the jail and the courthouse. All security doors in question within the facility should be updated and or repaired. Including the control panel, vital to overall safety of staff and inmates</p>	<p>The Secured Facility Maintenance Supervisor has already been working on developing a master maintenance plan. Most key items and inefficiencies have been identified and prioritized for replacement; however, funding is still a key issue. We [Sheriff and Under-Sheriff] have been working with the County Facilities Planning Committee to find ways to fund needed repairs. The secured facilities maintenance supervisor was also sent to a special training class provided by the manufacturer of the security door, in order to inspect, repair, and replace security doors and locks.</p>
<p>2015-2016—Assembly Bill 109 has had a significant impact on the jail operation and ultimately the cost of providing services and maintaining the facility.</p>	<p>Update wage and benefit packages to be competitive with surrounding counties.</p>	<p>Updating wage and benefit packages to be competitive with surrounding counties of course falls under the auspices of negotiations between the County and respective bargaining units. We have expressed our concerns and recommendations to the County Personnel Department as part of our pre-bargaining meeting.</p>
<p>Safety Cell: 2013-2014—The safety cell is a specially designed cell for holding inmates who are combative and may be in danger to themselves or others. Glenn County Jail single safety cell is inadequate when accepting multiple inmates into the system. An additional safety cell is needed.</p>	<p>Add an additional safety cell.</p>	<p>We are in complete agreement with the Grand Jury on this matter. However, funding is not available at this time to add another safety cell to the facility. The Sheriff is exploring avenues for jail expansion under the auspices of the SB863, the new bill for jail construction grants. We are in the</p>

Findings	Recommendation	Response
<p>Updating/Replacing Equipment 2013–2014—There is a need for updating and or replacing outdated equipment and hiring an additional maintenance person.</p>	<p>Updating and/or replacing outdated equipment</p>	<p>process of re-applying for grant funding in the second round of the grant process.</p> <p>Updating and/or replacing aging equipment, including the surveillance system. Critical equipment will be replaced as our budget will allow. Many of the major areas of concern do not have a funding source at this time. We remain diligent to providing a routine maintenance schedule in order to prevent “breakdowns” in as many areas as possible. This area of concern on the part of the Grand Jury further augments their recommendation that the second maintenance position be filled. Again, many these matters may be solved through the SB 863 construction grant if we were awarded grant funding.</p>
<p>Sally Port: 2012-2013—The sally port holding area needs to be expanded to accommodate the bigger transport vans. Expanding this area will provide better safety for the staff and inmates.</p>	<p>The sally port (facility entrance portal) needs to be remodeled and updated to accommodate larger transportation vehicles.</p>	<p>This project is long overdue and is indeed a safety issue. It will become even more pressing with the phasing out of current patrol vehicles and the new, larger vehicles being deployed. Again, there is no current funding for this project. The matter may be solved through the SB1022 construction grant addressed in the above response to the Safety Cell Issue.</p>
<p>2013-2014—The sally port entrance has two narrow roll-up doors; however, it does not adequately accommodate transport vans and larger patrol vehicles creating a potential safety concern for inmates, staff, and the community. Expansion of the sally port entrance is needed</p>	<p>Sally port entrance expansion.</p>	<p>This project is long overdue and is indeed a safety issue. It will become even more pressing with the phasing out of current patrol vehicles and the new, larger vehicles being deployed. Again, there is no current funding for this project. The matter may be resolved through the SB863 construction grant addressed in the above response to the Safety Cell issue.</p>
<p>2014-2015—The sally port continues to pose a problem, especially with the newer bigger vehicles. When the courthouse is remodeled, the fencing outside the sally port will be extended, allowing the</p>	<p>Pursue expanding the sally port doors to accommodate the larger vehicles</p>	<p>This project is long overdue and is indeed a safety issue. It will become even more pressing with the phasing out of current patrol vehicles and the new, larger vehicles being deployed. Again, there is no current funding for</p>

Findings	Recommendation	Response
<p>vehicles to be fully inside the fencing. During the time of courthouse remodeling, the inmates will be taken by van to court</p> <p>Staffing: 2012-2013—The biggest problem facing the Glenn County Jail is personnel understaffing. With this influx of AB 109 inmates and added responsibility to the county facility, the correctional staff needs to be increased to effectively meet these requirements. Current staffing should be doubled based on the current inmate population</p> <p>2013-2014—The Glenn County Jail is short of staff due to officers on medical leave and current unfilled positions. The continual staff shortages and aging surveillance equipment has created a potentially insecure system.</p> <p>2014-2015—Staffing minimally has three correction officers on duty at all times, with at least one each of male and female. At the time of our visit there were two male and one female, plus the Commander and kitchen staff. A male trainee was added to the shift prior to our departure. There are currently seven (7) unfilled positions. Staff continues to work overtime to cover the needs of the jail. Recruitment is ongoing</p> <p>2014-2015—. A problem exists with Glenn County training new hires, only to have them relocate to another county where wages are higher.</p> <p>2016-2017— Through interviews it</p>	<p>Staffing remains a concern. The Glenn County Board of Supervisors must staff the jail facility sufficiently while officers are on medical leave.</p> <p>Hire additional correctional officers and maintenance personnel.</p> <p>Hire additional correctional officers and maintenance personnel.</p> <p>Update wage and benefit packages to be competitive with surrounding counties</p> <p>Continued lobbying by the</p>	<p>this project. The matter may be solved through the SB1022 construction grant addressed in the above response to the Safety Cell Issue. (Verbiage repeated from 2012-2013)</p> <p>Staffing remains fluid. Recruitment is continuous. Funding for staff remains a countywide issue and we continue to work with the ad hoc budget committee to find the means to fund all facets of the department.</p> <p>Staffing remains fluid. Recruitment is continuous. Funding for staff remains a countywide issue and we continue to work with the ad hoc budget committee to find the means to fund all facets of the department. (Repeat verbiage from 2012-2013)</p> <p>Staffing remains fluid. Recruitment is continuous. Funding for staff remains a countywide issue and we continue to work with the ad hoc budget committee to find means to fund all facets of the department.</p> <p>Updating wage and benefit packages to be competitive with surrounding counties of course falls under the auspices of negotiations between the County and respective bargaining units. We have expressed our concerns and recommendations to the County Personnel Department as part of our pre-bargaining meeting.</p> <p>The Glenn County Sheriff's Office will</p>

Findings	Recommendation	Response
<p>was reported that appropriate staffing levels are an ongoing issue, and disconcerting on a daily basis. A minimum of three (3) staff per shift is required. Again, when inspected one hundred and twenty-two (122) inmates reside in the facility. Eighteen (18) staff officers are allocated for full-time coverage. The jail is down to thirteen (13) assigned presently, with various issues of medical and budgetary constraints involved.</p> <p>Maintenance Personnel 2012-2013— As the building ages, many things require additional attention. There is a need for a maintenance person for the whole facility. Mostly preventive maintenance could prevent costly breakdown.</p> <p>2013-2014—The Glenn County Jail budget is limited to one maintenance person for the entire facility. With this aging facility comes multiple maintenance issues, more than one person can handle. There is a need for updating and or replacing outdated equipment and hiring an additional maintenance person</p>	<p>Board of Supervisors and Rural County Representatives (RCRC) and State Government to fund totally the (AB109) mandate placed on our County, resolving many of the budgetary issues the County faces. This funding could assist with staffing issues and facility deficiencies that are ongoing. An option of a county property tax and or sales tax increase could also be explored.</p> <p>Hire an additional maintenance person.</p> <p>Hire an additional maintenance person</p>	<p>continue to work in partnership with the Glenn County Board of Supervisors, the Rural County Representatives, and State Government to explore all opportunities to help fund the mandates placed on the Sheriff's Office by AB109, as well as meet the staffing issues and facilities deficiencies to operate a safe and secure jail facility.</p> <p>We have managed to retain one full time maintenance person on staff. Once again, the funding for the second maintenance staff member was removed from the FY 13/14 Budget and the final budget for F/Y 14/15 is unknown at this time. A staff of one is not adequate to keep up with the day to day maintenance necessary in the facility over 20 years old, let alone do preventive maintenance. Until there is funding available on a County level we see no way to budget this position.</p> <p>We have managed to retain one full time maintenance person on staff. Once again, the funding for the second maintenance staff member was removed from the FY 13/14 Budget and the final budget for FY 14/15 is unknown at this time. A staff of one is not adequate to keep up with the day to day maintenance necessary in the facility over 20 years old, let alone do preventive maintenance. We find ourselves running farther and further behind in this critical area. Until there is funding available on a County level we see no way to budget this position. We will endeavor to work with the Board of Supervisors to restore this critical position.</p>

Findings	Recommendation	Response
<p>2014-2015—Currently, there is one maintenance employee to service the facility, with safety being a priority.</p>	<p>Hire additional correctional officers and maintenance personnel.</p>	<p>Staffing remains fluid. Recruitment is continuous. Funding for staff remains a countywide issue and we continue to work with the ad hoc budget committee to find the means to fund all facets of the department</p>
<p>Dental/Medical Care</p>	<p>No Recommendation Written.</p>	<p>No Response required</p>
<p>2012-2013—Transporting inmates for dental procedures requires at least two officers, leaving the facility shorthanded. The addition of dental chair in the facility would enable dental professionals to come to the jail. It may be cost effective and would help avoid the understaffing concerns.</p>	<p>No Recommendation Written.</p>	<p>No Response required</p>
<p>2013-2014—Dental care appointments are made every other Friday at Butte County Jail, with emergencies or urgent care done locally.</p>	<p>In-house dental services</p>	<p>We are in agreement with the Grand Jury on the benefits of installing a dental chair within the facility. However, once again there simply is no funding for this project. We refer back to the application for a jail construction grant which could resolve this problem.</p>
<p>2016-2017—Staff informed the Jurors inspecting, that many inmates are not receiving continued medications prescribed for existing health issues, whether of a medical or psychiatric nature, in a timely manner.</p>	<p>Establish medication continuity in a new contract renewal coming up later in 2017, to insure inmates receive necessary appropriate medication and treatment.</p>	<p>Safe, efficient, and professional health care in our jail facility is one of, and will continued to be, one of our utmost priorities. Part of any contract renewal of request for proposal will be continued training and methods or systems for oversight and quality assurance.</p>
<p>Booking Area:</p>	<p>Redesign the jail intake/ booking area to provide security for jail staff, outside visitors and civilian staff.</p>	<p>The Sheriff discussed this area with the Grand Jury and believes that the layout of the booking area provides for quick response by officers when needed and is the best design for officer safety without a barrier to hinder officer movement.</p>
<p>2015–2016—The booking area where inmates are processed and inmate movement occurs is not well secured. There is no separation between staff, custody searches and bookings. At the present time, a wooden counter provides the only separation between the area.</p> <p>2016-2017— Our tour revealed issues in the intake or booking area as a modified desk area is used without a barrier separating staff</p>	<p>Continued lobbying by the Board of Supervisors and Rural County Representatives (RCRC) and State Government to fund totally the</p>	<p>The Glenn County Sheriff’s Office will continue to work in partnership with the County Board of Supervisors, the Rural County Representatives, and</p>

Findings	Recommendation	Response
<p>and prisoner. To our Jury members this arrangement appears unsafe and has been pointed out in previous Grand Jury reports. Ancillary rooms are small, cramped, but safely utilized per staff.</p>	<p>(AB109) mandate placed on our County, resolving many of the budgetary issues the County faces. This funding could assist with staffing issues and facility deficiencies that are ongoing. An option of a county property tax and or sales tax increase could also be explored.</p>	<p>State Government to explore all opportunities to help fund the mandates placed on the Sheriff's Office by AB109, as well as meet the staffing issues and facility deficiencies to operate a safe and secure jail facility.</p>
<p>Facility Repairs/Upkeep: 2015-2016—Boilers: The boilers for heating in the jail are old and in need of constant repair due to the hardness of the water. The air conditioning system in the kitchen is inefficient.</p>	<p>Create an Equipment Replacement Fund for high cost operating systems</p>	<p>The Sheriff will work with the Board of Supervisors and the Department of Finance to investigate the feasibility of creating an Equipment Replacement fund for high-costs systems</p>
<p>2015–2016—The Main security panel located in the guard tower is 26 years old and controls all of the cells and security doors in the custody area. The high-risk inmate door opening and closing switches are not safe guarded to eliminate an accidental opening.</p>	<p>Replace the control panel to assist with control of inmates and increase staff safety. The current control panel increases the possibility of accidental release of high-risk inmates</p>	<p>There is no systematic fail safe system in the current control panel in place. The control panel was created with open control switches without any warnings or time delayed switches. Currently the staff uses Dixie cups over the higher risk inmate's doors controls to prevent an accidental opening.</p>
<p>2016-2017—Our tour of the Pod area, actual cells, revealed a security door that is malfunctioned. This door can only be accessed from one cell to another, not controlled by the tower control panel. This door separates known gang affiliated cells, and has been addressed by previous Grand Jury Reports</p>	<p>Prudent support and hiring of appropriate grant writers by Glenn County Government leaders, seeking State and Federal Grants on an aggressive level.</p>	<p>The Glenn County Sheriff's Office will continually seek new funding sources and partnerships to enhance our ability to serve our community. We have had some recent success with partnering with grant writing support from the Health and Human Services Agency to seek funding for the SMART team, and to combine our efforts on emergency services to better leverage State and Federal grant funds. The Sheriff's Office will work with the Board of Supervisors to find possible outside expertise that may lead to future funding availability.</p>
<p>2016-2017—An electrical panel, located in the pod tower is twenty-seven (27) years old, with old outdated safeguards to control all security doors for the entire facility. This is a significant safety/ security</p>	<p>Establish Solar Electrical abilities to offset increasing costs of electrical needs. It has come to the attention of the Grand Jury that ongoing consultations are progressing with a private company. Approval of</p>	<p>The Glenn County Board of Supervisors and the County Facility Planning Committee are currently in the process of working with Air Con Industries to upgrade inefficient appliances and add solar power where feasible.</p>

Findings	Recommendation	Response
<p>issue noted by staff and reported in previous Grand jury reports.</p> <p>2016-2017—Stairs leading to the Pod Tower are unsafe and in need of repair. These stairs have led to officer injuries in the past, again affecting staffing and overtime in the jail.</p> <p>2016-2017—A critical safety finding is the court parking lot also used to transfer inmates to the County Courthouse. The area is unsecured and open to the general public endangering the public.</p> <p>2016-2017—All mandated State and local requirements of operation have been met as of our inspection</p>	<p>a plan and implementation would put in place reduction of electrical costs from public utilities</p> <p>No Recommendation</p> <p>Develop a master plan for maintaining, updating and improving existing facilities and its safety and security. This includes hot water, possibly on demand for the savings these systems bring, resolve the water volume issues and updating the water softening abilities. Security fencing and cameras installed in the parking inmate transfer area between the jail and the courthouse. All security doors in question within the facility should be updated and or repaired. Including the control panel, vital to overall safety of staff and inmates.</p> <p>No Recommendation for this finding was issued.</p>	<p>No Response needed</p> <p>A Secured Facility Maintenance Supervisor has been already been working on developing a master maintenance plan. Most key items and inefficiencies have been identified and prioritized for replacement; however, funding is still a key issue. We have been working with the County Facilities Planning Committee to find ways to fund needed repairs. The secured facilities maintenance supervisor was also sent to a special training class provided by the manufacturer of the security door, in order to inspect, repair, and replace security doors and locks.</p> <p>No response required.</p>

METHODOLOGY

1. Tour and inspection of the facility.
2. Interviews with the Sheriff and the Jail Commander as well as with several inmates and California Forensic Medical Group (CFMG) Registered Nurse.
3. Reviewing the past five-years of Recommendations and Responses from the required entity.

DISCUSSION

The Glenn County Jail was built to hold 144 short-term inmates. At the time of the Grand Jury inspection, the jail was housing 116 inmates. The Glenn County Jail averages 95 to 126 inmates daily. With both un-sentenced and sentenced inmates currently housed, it was reported 120 or

more inmates fills all of the eligible beds. The jail population consists of approximately 10 percent AB 109, 30 percent sentenced prisoners and 60 percent pretrial inmates. The monthly average daily population is reported to the state and federal government.

Jail Staff:

The jail staff consists of one funded Commander, one funded sergeant, four funded Corporals and fifteen funded Correctional Deputy Officers. The jail is allotted for 19 Correctional Officers in which 15 are funded. It was reported that two Deputy Officers are out due to injuries, and four allotted Correctional Officer positions were not funded. This suggests the four unfunded positions implies the jail is operating under a skeleton crew.

A typical Correctional Officer will work 68 hours per week (five twelve-hour days, one eight-hour day, with one day off) with a starting pay of \$16 per hour. It was noted that these hours do cause worker fatigue, which may cause accidents or mistakes as well as job burnout.

Funding allocation for four correctional deputies has been cut from the 2016-2017 budget, and it was reported that any and all funding for the jail is going to go into human resources. The Board of Supervisors approved a pay increase for the Correctional Officers during the January Board meeting placing Glenn County Correctional Officers pay rate comparative to surrounding counties. It was reported that once all of the staffing vacancies are filled, then the facility upgrades would slowly be resolved.

Many staff members have less than five-year’s experience. Each Correctional Officer receives six weeks of training at the academy in law enforcement duties. The average retention of Correctional Officers is three years.

As reported to the 2017-2018 Grand Jury members, minor incidents between inmates and staff occur approximately five incidents per week (20 incidents per month) due to passive resistance from the more hardened inmates. Inmates creating a crime while in jail are reported to the Board of State and Community Corrections. In 2014-2015 the Grand Jury Report reported one minor incident per month and in 2015-2016 it was reported that it was approximately five per month.

The following data was taken from the *Board of State and Community Corrections, Jail Profile Survey*: <https://app.bscc.ca.gov/joq//jps/query.asp?action=q>

Date	Inmate/Staff incident as reported to GJ.	Inmate Crimes Reported BSCC.ca.gov
2016	20 per month/240 per year	0 per year
2015	5 per month/60 per year	4 per year
2014	1 per month/12 per year	4 per year

2013	1 per month/12 per year	9 per year
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At the time of the Grand Jury interviews with the various jail staff members, Correctional Officers Staff declined to speak to the Grand Jury.

Facility:

The jail is composed of housing inmates in five different pods with individual cells, kitchen, booking room, a multipurpose room, medical room, inmate to visitor phone communication room, and the control tower. The Control Tower houses the toggle-switch panel that controls all door openings throughout the jail area. The Officer in the Control Tower can see every part of the interior and exterior of the jail by cameras placed throughout the inside and outside of the facility. Several control panel switches were covered with Dixie Cups that serve as a secondary warning to the locked cells and doors to the most hardened criminals.

The jail has a small multipurpose room that serves as a place of worship, law library, special programs, such as rehabilitation and educational programs, as well as a room where inmates go to get their haircut. The jail also has two rooms where visitors and attorneys can visit with the inmate.

The facility also has a tiny medical room where past and present inmate medical records are stored in file cabinets lining the back wall. The room contains the three California Forensic Medical Group personnel and their desks.

The facility is maintained by one maintenance person who is in charge of all repairs to the locking doors, plumbing, air conditioning and heating, wall repairs and painting, and the exterior of the facility. The Grand Jury noted that the maintenance staff to the facility has been trained in the



automatic door locks and Housing Pod as well as to the Control Tower control panel. All locking doors on the inside and outside were working properly, the kitchen fan kept the area free of cooking steam. There were some gang etchings in the booking room holding cells that was being addressed.

Upon entering the jail, the Grand Jury found the entrance walk-ramp leading to the front door of the Jail had receded approximately an inch or more below the public sidewalk. This could cause

someone to fall/trip or may have difficulty accessing with a wheelchair.

(Photo by: 2018 Grand Jury)

Equipment:

The jail administration reported that the facility has 32 cameras placed inside and around the jail and are replaced as they age out or quit working. Newer replacement cameras have higher definition causing a need for larger amounts of storage space. The administration is looking for other modes to store camera recordings as all camera data is kept for two years. The jail has updated the DVR's recording system, but is looking for an alternate means as the current DVR's system is storing all recordings from the cameras. The county is contracted with Matson-Isom for technological service and will be discussing this issue with the company.

Inmate AB109 Realignment:

The realignment bill AB 109 transfers responsibility for supervising non-violent felony offenders and parolees from state prisons and state parole agents to county jails and probation officers. Under Post-Release Community Supervision (PRCS), state supervised paroled inmates released from prison were turned over to the county Probation Departments.

Probation Department monitors the inmates and parolees that are released early and also has the task of monitoring those assigned to wear an ankle bracelet.

For the past several years, a multi-agency has provided rehabilitation programs and educational programs to those on short term of being released. These programs consist of counselling, work assistance and training.

Medical:

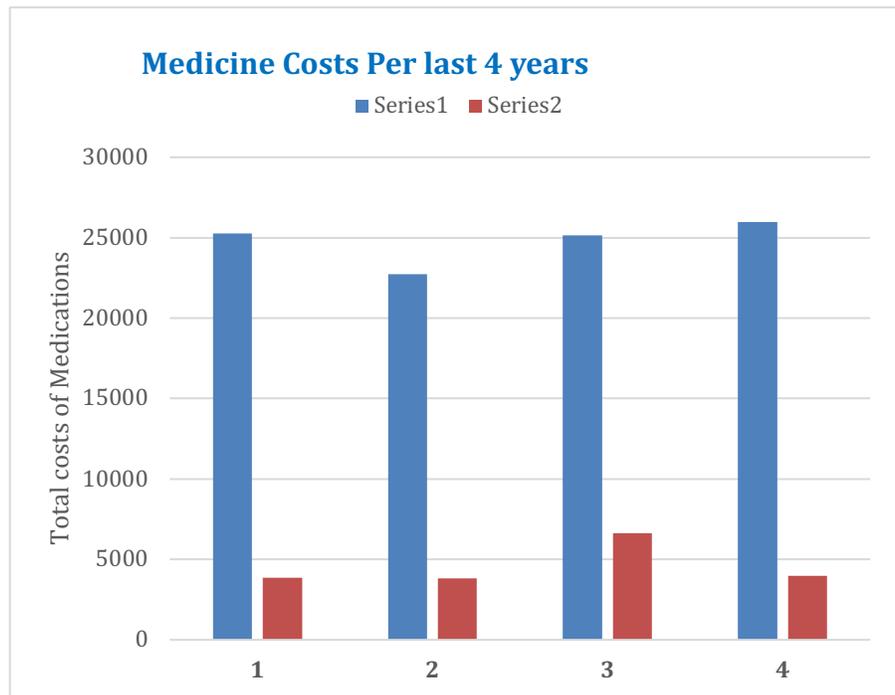
California Forensic Medical Group (CFMG) is contracted by the county to provide basic medical coverage including prescriptions and dental coverage to the Glenn County inmates costing approximately \$93,000 per month. It was noted that AB109 inmates costs the county more in medical costs due to their long-term status; therefore, the state provides the county \$49 thousand per year to offset medical costs of the AB109 inmates.

CFMG provides the jail with three full time employees; two registered nurses and one records/file clerk. They provide basic medical attention to the Glenn County inmates on a daily basis. The two registered nurses can take out stitches, remove casts, diagnose and treat less threatening conditions, distribute medications, and administer basic physical exams. The records/file clerk tends to all medical files and perform as an office clerk when needed.

CFMG are responsible for personnel replacement and job evaluations of their employees. It was reported that there is a low turnover of staff. The jail commander has authority to ask for a replacement employee if he deems it necessary.

All current inmate files are kept in digital form in CFMG medical management system where in the past they were kept in hard copy and stored in a file cabinet for seven years then purged and destroyed. CFMG’s Director of Operations audits charts and the facility through internal audits that occur monthly. The jail’s pharmacy is audited yearly. The jail commander and CFMG staff have quarterly meetings to discuss any and all inmate medical status and inmate to employee grievance.

The CFMG doctor is at the jail weekly to attend to the inmates needs or to take physicals.



www.bscc.ca.gov/sfsojailprofilesurvey.php

At the time of booking inmates receives a brief medical screening for current and past medical history, receives a tuberculosis test, neurological check and a blood sugar test. A call to the inmate’s medical doctor is made to start medications and to receive the inmate’s prescription history.

A doctor will follow up with a physical as well as a psychologist to check the mental stability of the inmate. It was noted, that a booking occurring during the weekend or when a registered nurse is unavailable, an inmate would have to wait until the following Monday for the registered nurse to do the medical booking.

All medicine delivered to inmates are labeled with the medical record number, inmates name, and brought to the jail cell door by a Correctional Officer. The medical staff has a count sheet to track all medicine, especially medicine that has a narcotic substance, in which the Correctional Officers signs for each dose to account for the medicines. Medicine costs have remained consistent yearly.

All incoming prescriptions are labeled with the inmate’s name and stored in the inmates current medical file or chart. Upon leaving the facility, the inmate receives a transfer packet that includes the medical history, identified prescribed medicines, and the results of the current TB test.

In cases where an inmate has become ill while incarcerated, the CFMG registered nurse makes the determination of the seriousness of the inmate’s condition. Once it is determined by the registered

nurse, the inmate may need further follow-up, the CFMG physician is contacted to examine the inmate for medical solutions, that could result in transporting the inmate to Glenn Medical Hospital or to Butte County for further tests. An X-ray machine is brought to the Jail on Thursdays or as needed.

The jail has also contracted with Health Social Services Administration (HSSA) to provide inmates with Medical coverage four months before their release date for continuation of medical care.

Of the three-medical staff, the senior registered nurse discussed with the Grand Jury the policies and procedures of CFMG. The other two medical staff members declined to meet with the Grand Jury

FINDINGS and RECOMMENDATIONS

Findings	Recommendation
<p>F1: Jail Staffing — It was found that the assigned Correctional Officers work five twelve-hour days, one eight-hour day, and have one day off. It was noted that working such hours causes worker fatigue, burnout, and on-the-job accidents putting the Correctional Officer in a higher-risk for injury. It was also noted that the funding allocations for four Correctional Deputies were cut from the 2015-2016 budget and have not be reinstated.</p> <p>It was also found that there is usually one Correctional Officer during the booking process. Should an arrestee become hostile or dangerous, the Correctional Officer or the Officer in the control panel can summon assistance. The Grand Jury understands the issue of limited staffing at the jail, but finds this to be a precarious situation during bookings of the arrested.</p> <p>F2: Jail Staffing — Incidents between inmates and Correctional Officers are on the rise. It was found that the most senior Correctional Officers working at the Glenn County Jail have five-years’ experience at the</p>	<p>R1: Jail Staffing — The jail is in severe need of more Correctional Officers to alleviate the long hours worked by the Correctional Officers. The Grand Jury Recommends that the Board of Supervisors provide funding to reinstating the four fully allocated Correctional Officers positions.</p> <p>R2: The Grand Jury recommends that all Correctional Officers be trained and retrained yearly in the newest methods of interacting and defusing a potential incident between the Correctional Officer and the inmate, as well</p>

Findings	Recommendation
<p>jail and is in need of further training in knowing how to interact and defuse potential incidents with the lesser violent inmate to the hardened inmate.</p> <p>It was noted that the younger Correctional Officers are being tested by the more hardened criminal, which more training and education is needed for these Correctional Officers.</p> <p>F3: Grievances Form: — The grievance form lacks adequate space for the author to add additional information based on the five-level form.</p> <p>It was also noted that Level 1-Food Manager/Medical was the first to respond to the grievance. The grievance could entail a different topic than Food or Medical. A change in this form is needed to direct the grievance to the correct department or person as well as allow for additional grievance information from the author of the grievance per level resolution.</p> <p>F4: Medical: While housed at the jail, the inmates receive basic care by CFMG medical staff. The medical staff is in charge of making all basic diagnostic findings and communicating them to CMFMG doctors. The registered nurses then follow the doctor’s orders and communicate back to the doctor the inmates results from his treatment. It was found that an inmate would fill out a grievance form sending it to Level 1, the medical staff. The registered nurse would check the inmate based upon his grievance and fill out the resolution section of the grievance. After a diagnostic determination was made, and the</p>	<p>as learning the art of communicating with the different levels of criminals.</p> <p>R3: The Grand Jury recommends that the facility grievance form be edited to include additional space to each tier of the form providing an inmate to respond as jail staff replies allowing continued dialogue until the grievance is resolved.</p> <p>R4: The Grand Jury recommends that after an inmate is denied his request for extra-tests and is continued to be ill, the registered nurse and the jail administration work together to communicate the severity to the CFMG doctors. It is strongly recommended inmates with continued illnesses receive follow-up tests within four weeks of reported illness.</p>

Findings	Recommendation
<p>inmate continued to have an illness complaint the inmate would fill out a grievance form continuing through the levels for a resolution. This process could take several days to two week for the inmate to receive a resolution. The inmate can request extra test ran, but it is up to the CMFG doctor to approve them based on his findings.</p> <p>F5: Facility— It was found through researching past Grand Jury Findings and Recommendations that all facility infrastructure upgrades have not been completed or addressed due to stated funding issues.</p> <p>F6: Facility — Through the investigation process the 2017-2018 Grand Jury found that one of the most expensive department to the County is the Sheriff’s Department. It was also found that the Board of Supervisors has never toured, inspected or visited the Glenn County Jail facility while planning and budgeting for the jail facility upkeep and required human resources.</p> <p>F7: Facility - The Grand Jury found the sidewalk leading to the entrance ramp of the jail reception area has receded approximately an inch or more below the public sidewalk. This could cause someone to fall/trip or may have difficulty accessing with a wheelchair.</p> <p>F8: With several articles published in the local newspaper regarding medical treatment while being incarcerated, the Grand Jury found that CFMG followed all medical procedures and guidelines required by CFMG.</p>	<p>R5: The 2017 – 2018 Grand Jury recommends the Board of Supervisors approve the creation of a Jail Repair Budget Account and annually depositing funds that are identified as a Categorical Account so that it cannot be used or swept for any other means other than its intention.</p> <p>R6: It is strongly recommended that the Board of Supervisors, as a body, annually tour and inspect the jail facility.</p> <p>R7: The 2017-2018 Grand Jury recommends the Sheriff Department repair the outside entrance to the jail blending it with the public sidewalk to meet the directives of the American Disability Act.</p> <p>R8: No response required.</p>

CONCLUSIONS

The Glenn County Jail is being run as safely as could be expected despite being short staffed. And badly underfunded. The concerns noted in this report have been repeated by past Grand Juries with little to any changes. Efforts by the Sheriff and his staff to maintain order under the ongoing budget constraints are commendable. Seeking additional funding must remain a top priority for our county government to ensure ongoing officer and inmate safety.

It is clear the Correctional Officer staff is operating under conditions that can lead to worker fatigue that could possibly result in accidents or mistakes as well as job burnout due to understaffing.

The Glenn County Grand Jury wishes to commend the Glenn County Jail's support staff and Correctional Staff for their service and continued efforts in maintaining a secure and safe jail facility in an era of incomplete and inadequate funding to update and replace needed jail repairs, to this vital public safety facility.

REQUEST FOR RESPONSES

Pursuant to Penal Code section 933.05, the Glenn County Grand Jury requests a thorough and complete response statements from:

From the following elected officials or heads of department:

- **Glenn County Jail Commander**
- **Glenn County Jail Representative from California Forensic Medical Group**
- **Glenn County Sheriff**

From the following governing bodies:

- **Glenn County Board of Supervisor**

Reports issued by the Grand Jury do not identify individuals interviewed. Penal Code Section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Grand Jury.



GLENN COUNTY SHERIFF DEPARTMENT

A 2017—2018 GLENN COUNTY GRAND JURY REPORT

ABSTRACT

The Sheriff has smoothly transitioned his officers into a solid response team, but does the department have the additional resources to ensure that county citizens are safe, dispatch calls are handled appropriately and immediately, and is the technological infrastructure and land lines working as expected?

Willows City Police Department Closes; Sheriff contracts for take over

Glenn County Sheriff Department



SUMMARY

In July of 2017, the City of Willows contracted with the Glenn County Sheriff's Department for their public safety services. The Sheriff's Department re-allocated funds and resources to cover the costs of additional patrol staff, extra vehicle maintenance and purchases, and most importantly ensure that the county has the coverage to respond to emergency needs in an expedient manner. The department has made other changes in informing the public through delivered messages to subscribed residents through cell phone, text messages, and/or email.

PURPOSE

The purpose of this investigation was to check on the process and conditions of the Sheriff's Department since obtaining the contract with the City of Willows to assume the city beat.

BACKGROUND

A five-year contract with the Sheriff's Department to provide public safety coverage for the Willows area will cost the City of Willows \$1.42 million. The cost of this contract will increase by three percent per year. The City of Willows and Sheriff's Department will begin discussions during the 2017-2018 fiscal year to renew the contract for another five-year term.

The Sheriff's Department's leadership level consists of: Sheriff, Undersheriff, two Lieutenant and three Sergeants with twenty-two patrolling Deputies. The department's support staff consists of three clerks, who have been able to handle the extra tasks including the requests for Public Records.

Five Willows City Police administrative positions were eliminated due to job duplications.

Glenn County citizens also receive protection by mutual aid from the Highway Patrol and Orland City Police Officers.

METHODOLOGY

The Sheriff Department administrator was visited and interviewed.

DISCUSSION

Officer Recruitment: The Sheriff's Department is in a constant state of recruiting to hire new Deputy Patrol Officers as well as Correctional Officers for the jail. Six Willows Police Officers transferred to the Sheriff's Department from the City of Willows and have integrated well into their

new positions. The Sheriff's Department currently has twenty-two Patrol Deputies and has allocated to hire two additional fully funded positions.

The county is divided into four zones or beats: City, North and South, including the surrounding areas of Orland. The Deputies are assigned to each beat according to their job and personality strengths.

Acquiring new deputies to fill the two needed positions is difficult due to needed training, current public opinion of police departments, threats of budget reduction, layoffs, and the salary offered. Recruiting strategies have been made by contacting local police academies as well as sending Deputies to locate uncontracted candidates attending Butte Junior College, Modesto Junior College, College of the Redwoods, Sacramento Junior College, Napa College as well as statewide and nationally.

It was noted that the Sheriff's patrol is in need of six additional funded positions in order to meet emergency needs. Mutual aid is provided by the Orland Police Department and is reciprocated by the Sheriff's Department.

Internal Transfers and Turnovers: Currently, two Jail Correctional Officers are in transition to the Sheriff's Department and they are being sent to a required six-month police academy plus a minimum 16 to 20 weeks of field training. The two Correctional Officers will continue to receive their salary by the Department while attending their needed training. It was reported that the cost to the Sheriff's Department is \$50,000 per trainee before the trainee is assigned a patrol. Turnover of trained deputies is low; however, losing one trained officer costs the county money in training and the experience while on the job. The department has lost two trained officers in the past due to their desire to work closer to home.

Department Salaries: The Sheriff's Deputies recently received a salary raise, putting their salary at parity with other surrounding counties. It was reported that increasing the Officer salaries will help the department in recruitment; increased salaries are expected to expand the pool of applicants. The retention of officers is pinned to the administration's ability to provide a positive work environment, a safe community to live in as well as to meet the needs of our County.

Dispatch System Service: The Sheriff provides the dispatch service to all emergency programs and departments. Dispatch currently has five dispatchers, and one Civil Clerk who has experience as a dispatcher and is in the process of transferring into an open dispatch position. The department is in the process of hiring two more dispatchers bringing the total dispatchers to the department's allocated number. It was reported that it takes the department four to six months to fully train a dispatcher.

Dispatching is a high stress position because they are dealing with emergencies in life and death situations.

Sheriff's Department Vehicle: The department vehicles are purchased, managed, and maintained by the county's vehicle fleet department.

CodeRED—Emergency Notification System: The Sheriff's Department has put into place an emergency alert system called CodeRED, which provides the department with the ability to provide residents with a quick phone message, text, email, or through social media during emergencies. It will be used to notify residents during events such as an evacuation when speed and accuracy are important.



CodeRED® Those that do have unlisted numbers, VoIP, and cellular phones must be self-registered. Residents and businesses can enroll in CodeRED by going to the Glenn County Sheriff's Department website: www.countyofglenn.net/dept/sheriff/welcome and click the CodeRED Emergency. We were informed that there is a mobile CodeRED cell phone application that can be downloaded.

For more information on the CodeRED contact the Sheriff's Department at 530-934-6441 or visit the website at www.countyofglenn.net, select the Sheriff or access the Sheriff's Department on Facebook at www.facebook.com/glenn.net.

Cell Phone Communication: A new communications service has been implemented by the Sheriff's Department to alert the public through cell phones of public relevant safety and community event information. Messages advise subscribers of critical police activity, missing persons, fire information, severe weather, school safety, utility failures or dangers, gas leaks, traffic conditions, road closures, and other information that may impact our citizens. Messages will be aimed at providing the most immediate and critical information to subscribers.

For more information in the Nixle Public Safety Alerts contact the Sheriff's Department at 530-934-6441 or visit the website at www.nixle.com to register your zip code and phone number select the Sheriff or access the Sheriff's Department on Facebook at www.facebook.com/glenn.net.

FINDINGS and RECOMMENDATIONS

Findings	Recommendations
<p>F1: The current number of patrolling deputies is inadequate to fully cover and meet the safety needs of the three beats within the county.</p>	<p>R1: The Grand Jury Recommends that the Board of Supervisors provide funding to fully allocate six additional Patrol Officers positions.</p>
<p>F2: Past history has the Glenn County Patrol Deputies receiving less pay than surrounding counties.</p>	<p>R2: The Grand Jury recommends the administration and governing board keep pace with the cost of living and provide a wage equal to</p>

F3: Two new communication programs were implemented to alert Glenn County residents to emergencies within the area via cell phones, emails, and social media.

surrounding counties to maintain trained and experienced policing staff.

R3: No response required.

CONCLUSIONS

With the Sheriff's Department beginning a new phase in the protection of Glenn County residents that now include the City of Willows, this first year has been a learning process with the blending of experienced Willows Police Department and Sheriff Deputies working together. The Sheriff, administrative staff, deputies, and dispatch staff are performing as a unit of one. This shows the strong leadership of the Sheriff and his ability to transition his department in a smooth and orderly manner.

The Grand Jury would like to thank the men and women serving in the Sheriff Department for their service to Glenn County.

REQUEST FOR RESPONSES

Pursuant to Penal Code section 933.05, the Glenn County Grand Jury requests a thorough and complete response statements from:

From the following elected officials or heads of department:

- **Glenn County Sheriff**

From the following governing bodies:

- **Glenn County Board of Supervisors**

Reports issued by the Grand Jury do not identify individuals interviewed. Penal Code Section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Grand Jury

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2017—2018 Glenn County Grand Jury Report | Juvenile Probation



ment/ Tehama County Juvenile Facility

A 2017—2018 GRAND JURY REPORT

ABSTRACT

It has been a year since the Jane Hahn Juvenile Detention Facility was closed and Glenn County juveniles were transferred to Tehama County Juvenile Detention Facility. A tour and discussion with the five juveniles took place stating much of what was feared.

After the first year of Jane Hahn Juvenile Hall closing, there is still much that needs to be done to ensure Glenn County juveniles are having their needs met while staying in Tehama County Juvenile facility.

Probation/Juvenile Hall



SUMMARY:

The Grand Jury reviewed the procedure of closing Jane Hahn Juvenile facility and housing Glenn County juveniles at the Tehama County facility.

PURPOSE:

The purpose of this report is twofold: A requirement for the Grand Jury to visit the juvenile detention facility yearly; and to inform the community of the process in closing the Glenn County's juvenile facility as well as to check on Glenn County's juveniles housed in Tehama County

BACKGROUND

In 2015, the County started looking into out-sourcing the juveniles held at the Jane Hahn Juvenile Hall facility due to the facility's operational costs. The Chief Probation Officer opposed this transfer for several reasons: support programs were in place; juveniles had immediate access to probation officers; and families had consistent visiting hours.

The Jane Hahn facility has met all building codes and human resource requirements in the past. The County decided that for use of funds, it would be beneficial for the County to out-source juveniles. In June 2017, the local juveniles were transferred to Tehama County Juvenile Hall.

The Probation Department has 15 staff members that covers both juveniles on probation, 64 youths released to home and at the time of this report, five youths in the Tehama County facility, as well as 534 adults on formal probation or parole.

METHODOLOGY

The Grand Jury met with the Glenn County Chief of Probation and visited the youth housed in Tehama County. A meeting took place with the Tehama County Probation Officer in charge of the Tehama County Juvenile Hall facility.

DISCUSSION

Outsourcing of Juveniles—With the realignment of crimes caused by juveniles, more juveniles are receiving support programs while living at home with the monitoring of a probation officer rather than being placed in a juvenile detention facility. At the time of our interview, Glenn County Chief of Probation reported, the department was monitoring 64 juveniles un-detained and 5 being detained in Tehama juvenile facility.

In 2015, County of Glenn started looking into the probability of outsourcing the Glenn County juveniles to an out of county facility. Programs in other counties were investigated, and it was decided that Tehama County would be the most likely place to house Glenn County’s juveniles. On May 30, 2017, the Glenn County Board of Supervisors voted to close Jane Hahn Juvenile Hall.

To assist the juveniles in transitioning to the new facility, the students were transported from Tehama Juvenile Hall to Glenn County Juvenile Hall to continue receiving their support services from Mental Health and education as well as being in continuous contact with their probation officer assigned to the youth’s case and their family(s).

A disturbance was caused by the youths during transportation causing a safety issue. For the safety of all concerned, the transportation of the juveniles was ended.

The Tehama County Juvenile Hall is a newer facility and can house 64 juveniles. At the time of our visit there were five juveniles from Glenn County.

Juveniles—The Grand Jury committee toured the facility and visited with the Glenn County juveniles. A large multi-purpose classroom was made available for the Grand Jury interview with all five juveniles. They reported that they all missed their Willows connections with their Probation Officer; counselors, and had not visited with their parents or siblings since transferring to Tehama. The oldest of the five stated that he felt like “nobody cared for them anymore”, two of the youngest juveniles stated that he was “lonely”, and felt “abandoned.”

They stated that their time with their probation officer was limited to going to court, and when they were in Willows Juvenile Hall they had almost daily contact or could see them if necessary. Several juveniles stated that they missed their probation officer as they felt they were the only ones they could talk too or that advocated for them. They also stated that they did not trust the people that worked at the Tehama facility and would not talk to them. They commented that every room had a two-way speaker system. While we were visiting the juvenile facility, a loud speaker was heard in our room. After the visit the Grand Jury discussed that our conversation with the juveniles could have been listened into or taped, which could cause several juveniles to worry about receiving punishment from what they told the Grand Jury committee.

Several juveniles stated that they had not talked to their parents since being in Tehama and others stated they had several visits from their family. This could be partially due to some parents not having transportation to Tehama County. Visitations from family was the biggest concern. The facility was setting up a computer with Skype, so they could talk and see their parents through the computerized program. Glenn County was in the process of setting up a Skype but did not have the hardware or software ready to connect to the Tehama facility.

Some felt that the “free time” was not given equally to all wards in the facility. All five stated the food was good but sometimes it appears to be old or leftover.

A concern reported by the 2016-2017 Grand Jury was that the juveniles would learn bad choices from other juveniles housed in the Tehama County facility. The Grand Jury did not see, hear or observe anything in this area, although the concern is still high, as the possibility of more counties sending their juveniles to Tehama Juvenile facility is being pursued.

Financial Perspective—The contract signed by Glenn County and Tehama County states a cost of \$100 per day per juvenile with a maximum of \$900,000 per year. This does not include medical or dental care or other treatment, transportation out of the county, or “Any good or service, the cost for which is accepted by law.” This contract is for three years beginning on June 1, 2017 and ending on June 30, 2020. The time may be extended with a new contract. See full contract context in Addendum.

The cost to housing juveniles at the Jane Hahn Juvenile Hall was estimated at \$800 per day per juvenile. With the closing of the juvenile hall, the County estimated the cost savings at \$739,000. These funds were deducted from the 2018 Probation Department’s budget. In past budgets the County used General Fund money to provide the Probation Department with a support budget to support the housing of juveniles. It was reported to the Grand Jury that since this is the first year since the closing, the County would survey the actual cost savings to ensure that the Probation Department had the supported funds needed. The Probation Department is currently operating this year on limited County support and grant funding.

Tehama Facility—Tehama County Juvenile Hall has a staff of 24, which includes the kitchen, maintenance and correctional officers. The Tehama County Chief Probation Officer has over eight

years of experience in juvenile hall operations. Tehama County Juvenile Hall is in the process of contracting with Shasta and Lake Counties to house their juveniles. In the future, there may be additional counties that will contract with Tehama County.

The Tehama County Juvenile Hall is very well kept and clean. It appears most of their needs are being met. The staff was friendly and seemed concerned about their wards. The facility has an outdoor garden, a greenhouse, and an exercise area where they can play sports.

The juveniles have access to “Commissary Items” that can be purchase with points earned for good behavior. Other than necessary items, they can “purchase” stationary, cards, puzzles, sketch pads and time using X-Box.

Grievance forms are available for juveniles who feel intimidated, scared, bullied, or have a complaint. The grievance form can be completed and put in an anonymous box. The grievance forms are reviewed by staff and dealt with as necessary.

The juvenile hall in Tehama County provides the same services as Jane Hahn Juvenile Hall did. A weekly schedule was provided to the Grand Jury by the Tehama County Deputy Chief Probation Officer. The schedule showed the required schooling as per curriculum to meet State requirements for graduation; drug and alcohol classes; guitar lessons; art classes; Key to Life classes; church on Sundays; and available doctor’s visits. Several juveniles were concerned that they were not getting the classes/credits needed for graduation. Tehama County does not offer a diploma to any of the juveniles, which was a concern of the Grand Jury.

Tehama Juvenile facility will provide students with transferrable high school credits up to the last two credits; therefore, Glenn County juveniles must be enrolled into another education program, such as Adult Education or Success One Charter School to obtain their high school diploma.

Jane Hahn Facility—As long as it is cost affective to outsource Glenn County juveniles, the facility will not be reopened. The facility now sits empty with minimal care. The Chief of Probation visits the building regularly to ensure that there is no damage to the building. Currently the Chief of Probation and the Board of Supervisors are looking at how to best utilize the site. Discussions have occurred to remodel and move the Probation Department to the juvenile hall building. The costs for the remodel has not been investigated as of the writing of this report. Another discussion was to remodel the facility for other department uses or to sell the building. The Jane Hahn facility loan will be paid this year.

FINDINGS and RECOMMENDATIONS

Findings	Recommendations
<p>F1. Glenn County juveniles need to be able to have regular visits with the local probation officers assigned to them.</p>	<p>R1. Glenn County Probation Officers should, on a regular basis, visit each juvenile at least once a week.</p>

F2. Glenn County Probation Department needs to investigate ways for the juveniles to have regular visits with their families. Skype may not be the answer.

F3. It was found that the juveniles housed at Tehama Juvenile Facility were home sick, felt sad and lonely as well as abandoned. Several stated they had anger issues and had trouble controlling their anger. It was stated to the Grand Jury that they missed seeing and talking to their probation officer and family.

R2. The Probation Department investigate and put into action a means where juveniles detained in Tehama County can have visiting privileges with their family.

R3. The Grand Jury recommends each Glenn County juvenile housed in the Tehama Juvenile facility receive mental health support from a Glenn County clinician to cover depression, social, emotional, and behavior issues.

CONCLUSION:

With Glenn County juveniles being housed in Tehama Juvenile facility, it is important for these juveniles to receive contact from their families and from their probation officer weekly.

It is suggested that the Grand Jury visit the Glenn County juveniles housed in the Tehama County Juvenile Hall twice each year to ensure their needs are being met.

REQUEST FOR RESPONSES

Pursuant to Penal Code section 933.05, the Grand Jury requests responses as follows:

From the following head of departments or agencies:

- **Glenn County Probation Department**

From the following governing bodies:

- **Board of Supervisors**

Invited responses

- **Tehama Juvenile Hall Commander**

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Orland Police Department

A 2017—2018 GLENN COUNTY GRAND JURY REPORT

ABSTRACT

Police, K-9 and volunteers all combine to make Orland a safer community.

Orland Officers are well trained making them valuable to the department and more vital for the City

Orland Police Department

SUMMARY:

The Police Department provides protective services for the City of Orland with a population of about 7,300 citizens, which makes Orland the most populated city in this rural, agricultural area of Glenn County. Through the able leadership of the Police Chief and all of the officers, technicians and volunteers, the overall crime rate has been reduced over the past few years in Orland.

PURPOSE:

The Glenn County Grand Jury interviewed the Orland Police Chief to assess the effectiveness and possible needs of the City Police Department as they work to serve the citizens of Orland in this rural community.

MISSION STATEMENT:

We will provide quality police services by being fair and consistent in the enforcement of the law, while striving to maintain trust, open communication and mutual respect within our Department and the community we serve.

LAW ENFORCEMENT CODE OF ETHICS:

“As a law enforcement officer, my fundamental duty is to serve society, safeguard lives and property, protect the innocent against deception, the weak against oppression and intimidation, and the peaceful against violence or disorder; and respect the constitutional rights of all to liberty, equality and justice.”

BACKGROUND:

The Orland Police Department consists of a Police Chief, two sergeants and eight patrol officers, with two of those officers being K-9 Units. The Chief of Police has been with Orland Police Department since 1995 and has served as Chief for six years. They have one officer currently receiving training in the Police academy and one awaiting mandatory testing. The Police Chief has a desire to hire and train quality officers who are good workers and motivated to contribute positively to the Police Department and the good of the community. At the time of this report, the Orland Police Department is understaffed by two officers.

METHODOLOGY:

Glenn County Grand Jury members visited with the Orland Police Chief at the Police Station and toured the facilities. The Orland Police Department website was reviewed as well as department policies and procedures.



DISCUSSION:

Personnel: Every officer hired by the Orland Police Department must graduate from the Police Academy and pass a stringent background test before being hired to the force. here is an eighteen-month to two-year probation period while further field training and Police Officers Standard of Training (POST) is expected. There is ongoing training for members of the Police Department. Every promotion or increase in rate of pay in the department is based on continued training and years of service. Each new level of training makes the officer better prepared for their difficult job, more valuable to the department and more vital for the City of Orland.

Resource Officers: Currently, there are no resource officers in the local schools due to funding limitations. In the past, federal grant money was available to fund resource officer positions, but with budget cuts many of the federal grants are no longer available. The consensus is that these school resource officers are valuable, but there needs to be ground work set in place by the schools and in agreement with the law enforcement departments to outline the duties and limitations for the officers to the satisfaction of both parties. The schools and law enforcement may choose to work toward a way to cover the salaries of these officers.



Pictures from Orland City Police website.

The Orland City Police make a conscious effort to assure that their patrol routes are near the school sites in the morning as

students arrive and the traffic is greatest and also to patrol in the afternoon when school is dismissing. This gives a higher profile of police presence during these busy times.

K-9 Units: The Orland Police Department has two K-9 units at the present time that have been in use for six years. Two officers with their German Shepherds, Ruger and Milky constitute the two K-9 units. Funding for the K-9 units initially started with grant money but now the grants only cover about 25 percent of the cost, with the Police Department funding the balance from donations and fundraising.

The cost for the food and maintenance for the dogs are covered by donations and fundraisers. There are several annual fundraising activities in the community to provide support for these Police K-9 units.

In the six years since the Orland Police Department started using K-9 units, the crime rate in Orland has dropped in many categories. Both of the K-9 units visit the local schools regularly to bring awareness to the value and advantages to our local police force.

Mental Health Services: The Police Chief expressed frustration in the lack of short term or “23-hour” hold capacity within the county’s Mental Health Care Plan of Action. The County is unable to support such programs secondary to fiscal constraints. Contracts are in place to partner with Butte, Tehama and other counties in the North State who do have short term care available. There are other walk-in or outpatient mental health and social services located in Orland. The most serious mental health patients are transferred to Glenn Medical Center for further medical care, stabilization, social services and evaluation. This contracted service seems to be the best solution for Glenn County with the funding limitations, yet still provide the mental health service needed.

Vehicles: In the past, the Orland City Police Department leased their service vehicles and had a maintenance contract through the County. Since Orland Police Department is now out of contract with the county services, they are free to purchase their own vehicles. Vehicle maintenance is serviced through the Orland City Yard Maintenance Crew. This method is a cost savings for the City of Orland and convenient for the department saving time, travel, and mileage as well as providing quicker service.

Dispatch Services: Currently Glenn County dispatch system is outdated with time delays in emergency calls being dispatched. The Glenn County Grand Jury also found this complaint with the Willows Fire Department, the Sheriff Department, and the Orland Police Department in the delays they experienced. Dispatch for emergency personnel within and outside of City limits has experience delays where it can take up to five minutes to dispatch Fire and medical personnel. With our current dispatch system experiencing an increase volume of calls and the dispatch system being overloaded, these precious minutes that are lost can have a profound effect on the outcome of an emergency call. The Orland Police Chief feels that having a central dispatch center would be appropriate and has been needed for some time.

Volunteers in Police Service: The Orland Police Department is unique in that they have Volunteers in Police Service (VIPS) to assist with manpower issues. These volunteers are used at community special events, help with clerical work and also help in the event of natural disasters. The Orland Police Department has developed a Citizen’s Police Academy to train and educate volunteers of the community who are interested in serving as a VIPS.

FINDINGS and RECOMMENDATIONS

Findings	Recommendations
<p>F1. The Grand Jury found that currently Glenn County does not have School Resource officers in any of the schools. In the past, Resource Officers were funded by Federal Grants, but those grants have now expired. With the school’s budget, unable to absorb the costs of an officer on the school grounds, they phased out this program.</p> <p>F2. It was found that since the Orland City Police Department was not bound to contract with the County for leasing their service vehicles and maintenance contracts. The City of Orland Police Department is able to buy their vehicles outright, thus eliminating the limitations of the leases and maintenance. The service on all the vehicles is performed in Orland City Yard Crew.</p>	<p>R1-a. The Glenn County Grand Jury suggests a continued effort toward obtaining grants to fund resource officers.</p> <p>R1-b. The Grand Jury recommends and encourages communication between the schools, parents/students and police entities of Orland to find a workable alternative to obtain funding for resource officers in the meantime.</p> <p>R1-c. The Grand Jury recommends a greater emphasis needs to be placed on school counselors to use their valuable skills and experience in identifying at-risk students. It is vital that Orland Police Department and the schools continue to research and address ways to include teens in the ages of 12 to 18 years of age in the School Site Safety Plan.</p> <p>R2. No recommendations Required</p>

F3. The dispatch system that services Orland Police Department is outdated, causing delays of services.

R3. With several agencies adversely affected by this outdated dispatch system, the Grand Jury recommends the Orland Police Department take the lead to encourage the Board of Supervisors, Orland City Council, Sheriff’s Department, Fire Departments and medical agencies to work together to find a working dispatch system that is financially responsible and fits the needs of this small county.

CONCLUSION

The Police Chief expressed his desire to have a fully staffed police force, allowing them to be proactive in helping to monitor crime, social and safety issues within the city.

COMMENDATIONS

The Glenn County Grand Jury discovered the great benefits of the Orland Police Department and the positive results to the community of lower crime rates overall in recent years. We commend the Police Department in bringing the K-9 program to Orland and the positive differences we all enjoy because of this program. The Community fund raisers for the K-9 and the Facebook pages raises awareness to this service in our community. Their high visibility through school education programs help the younger crowd to be aware of this great program.

The Orland Police Department should be commended for their active, informative website for the community. This brings a better understanding of the City of Orland Police Force.



REQUEST FOR RESPONSES

Pursuant to Penal Code section 933.05, the Glenn County Grand Jury requests a thorough and complete response statements from:

Elected Officials or Heads of Agencies

- Orland Police Department

Governing Bodies

- Orland City Council
- Board of Supervisors

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WILLOWS FIRE DEPARTMENT

A 2017—2018 GLENN COUNTY GRAND JURY REPORT

ABSTRACT

When an emergency call is placed, the caller expects immediate response from the public safety division. Unfortunately, the 2017-2018 Grand Jury has found a broken link in the operation process that can cost the caller precious moments before help can be summoned.

Willows firefighters are well trained, well-equipped and ready to put themselves into harm's way to serve their community

The Effectiveness is the Willows/Rural Fire District



Photo: Facebook.com

SUMMARY:

The Willows Fire Department and the Willows Rural Protection District are two districts run out of the same fire house. The two districts provide services to an area of approximately 80 square miles and a population of about 10,000 citizens. They provide services for medical, rescue, public service and Hazmat emergencies. The majority of calls to the Fire Department in recent years have been medical calls.

WILLOWS FIRE DEPARTMENT - MISSION STATEMENT

“Through professionalism, dedication, integrity and training the Willows Fire Department works to safeguard the lives and property and to enhance the quality of life for the citizens of the City of Willows and Willows Rural Fire Protection District. This will be accomplished by providing a vast range of emergency services, strong public relations and fire safety education. We also endeavor to protect and preserve the health of our membership and return our personnel safely to their families.”

PURPOSE:

This investigation was to check on the effectiveness of Willows Fire Department.

BACKGROUND:

Glenn County Grand Jury members met with the Willows Fire Chief. The Willows Fire Department consists of paid employees and volunteers. The Fire Chief and three engineers are paid firefighters. The three engineers each work a 48-hour shift on duty with 96 hours off. Willows has twenty volunteer firemen on the roster with ten considered active.

Willows Fire Department's main responsibility is to respond to fire calls, medical emergencies and Hazardous Material needs in the City of Willows and surrounding area of responsibility. Willows Fire Department can also be called upon to assist in emergencies outside of their normal area of service if needed, in a *Mutual Aid* capacity.



METHODOLOGY:

Glenn County Grand Jury members interviewed the City Manager/Fire Chief. They toured the Fire Station that included engines, work area, exercise room, meeting area and break area.

DISCUSSION:

Most calls to Willows Fire Department are medical emergencies averaging three calls per day. In 2004, when the Fire Chief started working in Willows, the Department averaged approximately 600 calls per year. In 2017, they received 1,389.

Willows Fire Chief stated that the 911 Emergency Dispatch System in Willows is a 1960's model that is broken and severely in need of an update and streamlining. Currently, all calls go directly to the 911 Dispatch Operator at the Sheriff's Department, where the call is then relayed to the firehouse before the firemen can be dispatched to a fire or other emergency.

Currently, there is only one person staffed at the Sheriff's Dispatch Office at any given time to receive emergency calls. The increased number of calls to the 911-Emergency system has increased exponentially in recent years, putting increased responsibility with multiple calls to the one dispatcher answering these emergency calls. With the increased emergency calls, a delay to all responses from the Emergency Medical System and Fire Department is occurring more often.

When a medical emergency call is received at the Sheriff Dispatch Station, the call is transferred to Enloe Medical Center Dispatch before an ambulance can be summoned, thus adding about six



minutes to the delay of emergency services to the community. A delay of minutes in a medical or fire emergency could have detrimental effects to the citizens of this county.

Back injuries seem to be a common problem for many fire fighters. Willows Fire

Department has an active injury prevention program in progress. The Fire Chief, wrote a grant to apply for money

Photo by: 2017-2018 Grand Jury Member

through the Health and Wellness program as an injury prevention method. Willows received the grant and purchased extensive exercise equipment which is now available in the firehouse for all Firemen to use.

This grant also provides for all new hires and volunteer firemen access to a Pre-Medical Exam, and yearly thereafter. The physical exam includes a chest X-ray, lung capacity tests and labs to help monitor their ongoing health.

The Willows Fire Department works closely with the *Emergency Care Committee for Glenn County*, a committee working on the dispatch delays and other emergency care concerns for Glenn County.

The Willows Fire Department works with an intern program through Butte College and Shasta College to allow new graduates from the Fire Academy to intern at Willows Fire Station. This gives the new graduates practical training with on-the-job experience working with the Willows staff and it also gives the Willows Fire Department extra manpower that can work alongside their firemen. This allows Willows Fire Department to have two men on every fire truck that is called out on an emergency call.

The volunteer firemen are required to complete a sixteen-hour course on hose, nozzle and ladder equipment. After their first year, they are required to have CPR, First Aid and a ‘live fire’ course along with ‘driving equipment’. Volunteers are not paid, but in the event, that they have an injury, they are covered under Willows City Workman’s Compensation Insurance.

FINDINGS and RECOMMENDATIONS:

Findings	Recommendations
<p>F1: The Glenn County Grand Jury found that all calls to the Willows Fire Department are first received through the Sheriff’s Department 911 Dispatch office before being routed to the Fire Department. The 911 Emergency Dispatch system has only one Dispatcher to receive calls on each shift. With the increased number of emergency calls received through the 911 dispatch system over the past years, these calls have placed the dispatcher in intense situations while handling several calls at</p>	<p>R1: The Glenn County Grand Jury recommends that Willows Fire Department work with the Sheriff Department and The Board of Supervisors to fund two Dispatchers on each shift to answer all emergency calls as they are received. This would allow the most critical emergency to be dispatched as quickly as possible while still meeting the needs of each call.</p>

the same time, which can cause delays in dispatching calls to the Fire Department or other agencies.

F2: The Grand Jury found the Willows Fire Department are working actively in an injury prevention program by providing exercise equipment on site at the fire house for all firemen to use at any time. Their yearly physical exams and labs screening provide a proactive approach to monitor and screen any possible problems that may occur.

R2: The Glenn County Grand Jury recommends looking at other dispatch offices in California to gather information on current systems used in areas that may help Glenn County find a solution for a more efficient working model meeting our rural needs. Funding is always a problem and especially for the small county, but our needs for emergency response are equally as important as in the larger counties.

COMMENDATIONS

The Glenn County Grand Jury commends the Willows Fire Department for having someone on duty to answer complaints that may come to the department. Most complaints or questions are solved on the spot and questions answered to the citizen's satisfaction.

The Glenn County Grand Jury Committee found a clean well-run Fire Department with capable, well trained leadership and staff that are proactive and forward thinking prepared to respond to the emergency needs of Willows and their surrounding areas of service. Thank you for your service to our community.

We have only one minor additional suggestion. We feel that a Fire House Dalmatian dog is the only thing needed to make the city Fire House complete.



Photo by: Google Images

REQUEST FOR RESPONSE

Pursuant to Penal Code section 933.05, the Glenn County Grand Jury requests a thorough and complete response statements from:

From the elected officials or heads of departments

- **Willows Fire Department—Fire Chief**

From the following governing bodies:

- **Willows City of Willows**
- **Board of Supervisors**

Reports issued by the Grand Jury do not identify individuals interviewed. Penal Code section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Grand Jury.



CALPERS AND THE UNFUNDED LIABILITIES

A 2017—2018 GRAND JURY FINAL REPORT

ABSTRACT

California's public employee pension systems have immense gaps – called “unfunded liabilities” – between what they have paid as “assets” and what they will need to meet their obligations retirees and future retirees. These gaps are now billed back to the cities, counties and other entities that have contracted retirement and medical coverage with CalPERS. Glenn County's bill for July 1, 2016 through June 2017 according to CalPERS is \$5,184,587.89 and from July 1, 2017 through June 30, 2018, \$5,701,927.56. Who is to pay for these extra charges? Answer: Today's employees, employers and all the citizens of the County.

The 2017 Comprehensive Annual Report shows Glenn County is facing a long term liability of \$63 million to CalPERS Retirement and Health system

CalPERS and Unfunded Liability



Photo from online images: CALPERS BUILDING, SACRAMENTO

SUMMARY

CalPERS retirement system has not met their projected investments and are now passing their miscalculations to the very entities that have been sending both employer and employees contributions for CalPERS to invest for their employees' retirement futures. (See Financial Investment Chart, Exhibit D) What does this mean to the county leaders? They will be responsible for trying to find the funding to pay CalPERS millions of dollars on a timely basis; and what happens if they cannot come up with the funds? The citizens of Glenn County will be held responsible for providing the County with these funds or could possibly lose control of our County government as we know it today due to State take-over. At the time of the Grand Jury interview with Glenn County's Financial Director, this bill was approximately \$50 million, payable in five years and increasing per day.

According to the Glenn County's Comprehensive Annual Financial Report of June 30, 2017, the long term liability is listed at \$63,635,000 as stated in the Factors Affecting Financial Conditions pages ii.

***“Economic Challenges:** The County continues to face economic challenges as wages and healthcare costs outpace the required revenues to support historical staffing levels. To combat the rising costs of wages and healthcare, the Board of Supervisors has frozen most of the funded vacant positions leaving some departments understaffed on a historical basis. Advancements in technology have mitigated the impact of staffing shortages, but services*

have been or will need to be reduced or eliminated as costs rise and positions remain frozen.”

CalPERS actuaries have determined that there is not enough investments in the system to pay current and future retirement benefits; therefore, increases to employer monthly and annual contribution payments is needed to cover the costs for payments to current retirees and future retirees. Based on CalPERS Actuarial Valuation 2016, (page 18), *“The unfunded liability contribution for the (gain)/loss during the year prior to the valuation date is 20 percent of the full annual requirement due to the five-year ramp, which increases the amortized payments.”*

CalPERS History of Investment Returns

The following is a chart with the 20-year historical annual returns of the Public Employees Retirement Fund for each fiscal year ending on June 30. Beginning in 2002, the figures are reported as gross of fees.

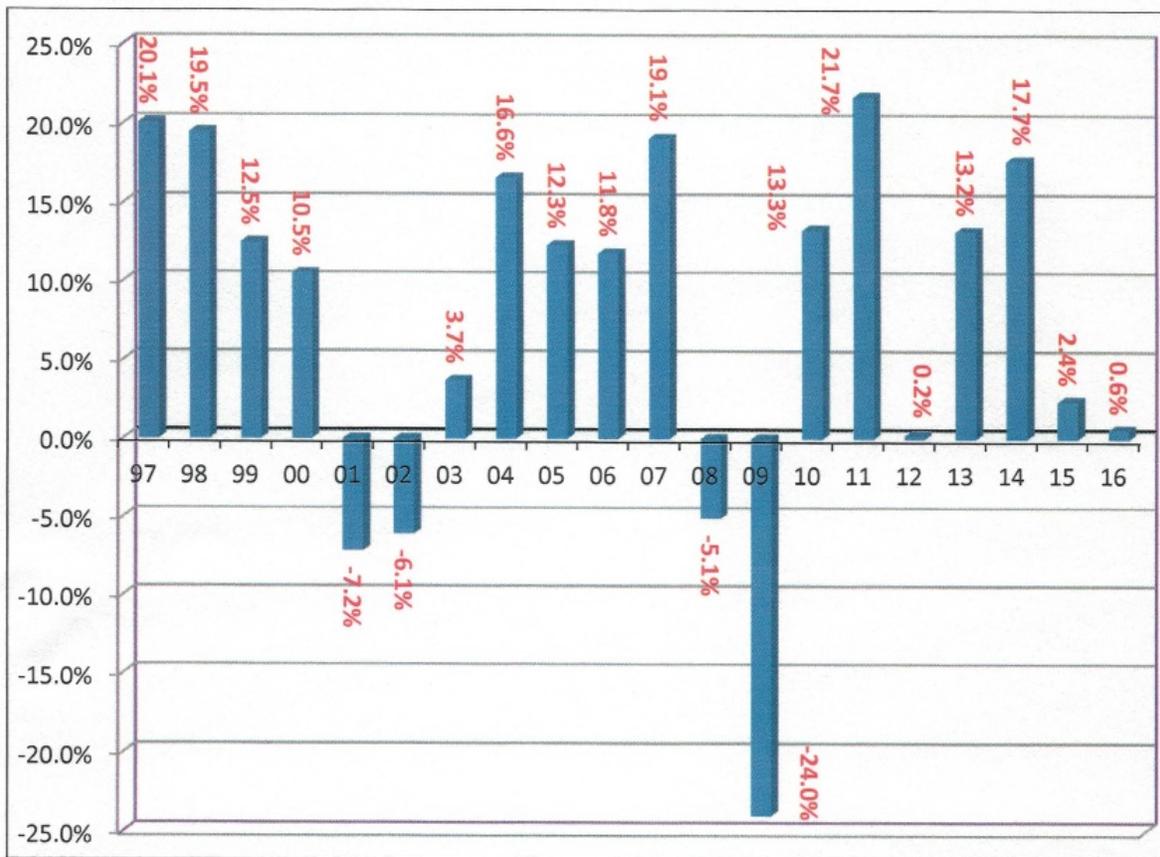


Chart taken from CalPERS Miscellaneous Valuation Report, 2016, Page 11

Many cities and counties are finding they cannot pay the costs calculated by CalPERS actuaries and are asking voters for sales and or property tax increases. Our county is in the same financial crisis.

As reported to the Grand Jury, the Board of Supervisors has not paid any of the future costs as billed by CalPERS. Our Board of Supervisors is faced with a hard decision: How to raise the funds to pay the \$63,365,143 long term liability under the terms set by CalPERS.

PURPOSE

Through an interview with Glenn County Finance Officer, Grand Jury was informed that CalPERS Retirement and Health system is passing on a huge debt to California counties to fund the future retirement and health benefits for employees. The Grand Jury wanted to know how this occurred; how much the County was being billed; and what the possible effects were to the citizens of Glenn County if the Board of Supervisors could not come up with the funds to pay.

GLOSSARY

CalPERS -- California Public Employee Retirement System

Unfunded accrued liabilities -- The amount of assets needed to pay the current employees and retirees for retirement and health care.

Actuaries: persons who compute premium rates, dividends, risks, etc., according to probabilities based on statistical records.

PEPRA--Public Employees' Pension Reform Act of 2013 (PEPRA) alters the way CalPERS retirement and health benefits are applied.

Normal Cost Rate (NCR) Percentage-- The percentage rate calculated on total yearly payroll. This is calculated and paid to CalPERS by counties, cities, school districts and municipalities at the end of the reporting year.



BACKGROUND

In a letter to the citizens of Glenn County, the 2016-2017 Board of Supervisors Chairman wrote,

“In accordance with Government Code Section 29064, also known as the County Budget Act, the Board of Supervisors within the State of California must approve a recommended budget with all revisions they deem necessary, by June 30 of each year. In order to meet this requirement, the Glenn County Board of Supervisors provided guidance to its Budget and Finance Committee to find ongoing savings instead of the previous one-time funding solutions.

Using revenue and appropriations estimates provided by both the Department of Finance and Department Heads, there was a projected General Fund shortfall of \$2,183.827 that excluded \$940,837 of requested enhancements. The Board of Supervisors provided further direction to its

committee to evaluate the department head's budget proposal without any enhancements. A balanced budget was approved at their regular meeting held June 20, 2017 with a commitment to continue to look for long term solutions.” See copy of Letter with this report.

The total of the combined County budget for operations, capital facilities, and debt service was stated at \$129.7 million, or \$15.4 million more than 2016-2017 budget. To continue to maintain levels of service in all departments, the board was forced to use all budget carryover, freeze certain vacant positions, and use \$1,089,643 of one-time monies.

After the passing of the County's 2017-2018 budget, in August the County received notice that the payment to CalPERS is approximately \$50 million plus for future costs of employees' retirement and health benefits, payable in five-years. According to Glenn County's Financial Officer, in February 2018, CalPERS actuaries made several changes to their formulation, raising the cost of what Glenn County must pay. According to the June 30, 2017 Comprehensive Annual Financial Report showed the long-term liability to be \$100 million dollars and the liability to CalPERS to be at \$63,365,143. The report continues to identify the need for Glenn County to pay down their long term liability.

METHODOLOGY

- Interview with Finance Director
- Interview with Board of Supervisors
- Chief Actuary, 2016, Public Agency Actuarial Valuation Reports CalPERS Glenn County, <https://www.calpers.ca.gov/page/employers/actuarial-services/employer-contributions/public-agency-actuarial-valuation-reports>
- Review of CalPERS contract with the county
- CliftonLarsonAllen LLP and County Director of Finance, 2017 Comprehensive Annual Financial Report, December 2017 <https://www.countyofglenn.net/sites/default/files/Finance/2017%20Comprehensive%20Annual%20Financial%20Report%20%28CAFR%29.pdf>
- Newspaper Article: Dowell, Scott. “Pension costs are city finance director's nightmare”, Chico, CA, Enterprise-Record and Mercury Register, February 24, 2018, Page 4, “News”
- Letter from 2016-2017 Chairman of the Board of Supervisors
- Memorandum to notify public agencies of change in billing formulas. (see document placed behind this report)
- Internet Research:
 1. <https://www.calpers.ca.gov/page/employers/actuarial-services/employer-contributions/public-agency-contributions>
 2. <https://transparentcalifornia.com/salaries/glenn-county/?page=8>

3. Ortiz, Jon. “Stockton Bankruptcy plan sets good precedent for CalPERS, credit firm says,” <http://www.sacbee.com/news/politics-government/the-state-worker/article3583953.html> .html SacBee, 2014
4. Ring, Edward. “Under recognized, undervalued, underpaid unfunded pension liabilities” <https://californiapolicycenter.org/underrecognized-undervalued-underpaid-unfunded-pension-liabilities/> California Policy Center, March 2018
5. Mendel, Ed, Capital Press Reporter, Calpension.com website. <https://calpensions.com/2016/05/02/why-bankrupt-san-bernardino-didnt-cut-pensions/>

DISCUSSION

Based upon what the Grand Jury has learned through interviews, CalPERS Valuation Reports, 2017 Glenn County Comprehensive Annual Report and web page data, the Grand Jury believes that the following information will provide an understanding of how the County of Glenn is facing a fiscal crisis unlike any previously experienced.

Unfunded Pension Liability: The largest factor contributing to the net deficit is the unfunded pension liability. The unfunded pension liability is an estimate of how much it will cost the County to fund its pension obligations over time. The County pays benefit payouts as they become due but does not set aside funds for future and past pension costs, providing adequate funds for current retirees and future retirees.

This liability is triggered by the requirements recently levied upon Glenn County by CalPERS addressing unfunded future pensions and retiree medical and health benefits as required by the CalPERS programs. Multiple agencies throughout Glenn County participate in CalPERS medical and retirement systems and are finding these rising costs difficult to meet. This report is going to show CalPERS data for the Cities of Orland, Willows, and County of Glenn and the approximate payments associated with CalPERS as provided in the 2016 Public Agency Actuary Reports.

The 2016 CalPERS Actuarial Report lists the Funded Status of various plans the Cities of Orland, Willows and the County of Glenn are currently enrolled. The chart below shows the measure of Funded Status CalPERS uses as an assessment tool for needed employer contributions based on the selected actuarial cost method used to fund the plan.

Local Government Funding Status as of 2016			
	Orland	Willows	County of Glenn
Miscellaneous	70.6%	68.7%	62.5%
PEPRA Miscellaneous	88.7%	91.0%	
PEPRA Safety (Police)	92.3%	87.4%	92.02%

Safety	72.1%	65.9%	60.9%
PEPRA-Safety (Fire)		90.3%	
Safety-Second Tier Plan			95.3%

An explanation of how CalPERS billing works.

Actuaries: According to the City of Chico Administrative Services Director, “CalPERS is the organization that California municipalities have contracted to provide retirement benefits for employees. CalPERS administers these plans and assesses municipalities the costs of these benefits for retirees.

CalPERS employs actuaries that calculate how much an agency must pay to fund the future retirement benefits of employees. There are many factors that actuaries use to determine how much the system will need to pay current and future retirees.

These include: **Benefit formula:** An agency chooses a benefit formula for their public safety employees (police and fire) and their miscellaneous employees (non-safety employees.) For example, a benefit formula might be “2 percent at 55.” This means that a retiree will get 2 percent of their annual salary for every year they were vested in the CalPERS plan upon retirement after age 55. Someone who retires with 25 years of service at 55 would receive 50 percent annual compensation.

Discount Rate: CalPERS takes contributed funds and invests them. The investment return is called the discount rate. Some years the actual investment rate is higher and sometimes it is lower than the actuarial projected discount rate. **Net Pension Liability (NPL):** This liability represents the future retirement benefits owed to current and future retirees from the plan that exceed the plan assets. CalPERS calculates and reports each agency’s NPL in its annual actuarial reports.

Contributions: Both the agency and employees make a contribution to the retirement plans. Employees contribute a fixed percentage of their salaries to cover the employee’s share. In addition, employers pay an annual lump sum to reduce the NPL and a percentage of current employees salaries to CalPERS for their future benefits. A change in any one of those factors may require larger annual contributions to CalPERS.” (“Pension costs are a city finance director’s nightmare,” Chico, CA, Enterprise-Record and Mercury Register February 24, 2018, Page 4, “News”). As per the Glenn County Director of Finance, CalPERS formula calculations can change at any time.

Benefit Formulas: Based on the above explanation, employer contributions are determined by periodic actuarial valuations. These valuations are based on the benefit formulas the agency provides and the employee groups covered.

The figures shown in the chart below for the Cities of Orland and Willows and the County of Glenn are the minimum required employer contributions before any cost sharing for three years. The employee portion is in addition to the employer's cost.

The minimum required employer contribution includes the sum of two components:

1. **Normal Cost Rate (NCR)**, which represents the annual cost of service accrual for the upcoming fiscal year for active employees. Normal cost is shown as a percentage of payroll and paid as part of the payroll reporting process at the end of the year.
2. Annual payment on the **Unfunded Accrued Liability (UAL)** is the amortized dollar amount needed to fund past service credit earned (or accrued) for members who are currently receiving benefits, active members, and for members entitled to deferred benefits, as of the valuation date. The UAL is billed monthly.

The Public Agency Required Employer Contributions shown are of July 1 of each year. They may not reflect changes in plan benefits, changes to contracts, prepayments, or lump-sum payments. The figures shown are the minimum required employer contributions before any cost sharing. The employee portion is in addition to the employer's cost and is not shown.

With this year's change in transferring the Willows Police Department to the Sheriff's Department for the 2017-2018 fiscal year, and current raises provided to all employees, it is expected to change the NCR and UAL amount Glenn County will owe to CalPERS. Also, with the understanding from the Board of Supervisors and the County's Finance Director, the future payments in NCR and UAL have not been paid for 2016-2017 fiscal year, which has put the County of Glenn at risk to be charged 10 percent late payment charge as stated in the Actuary Valuation Report.

Salary, percentage and UAL Payments: All data used in the table below was gathered from the latest CalPERS Valuation Reports. The total salaries reported were multiplied by the NCR percentages. The NCR is the amount owed to CalPERS at the end of that fiscal year, and the UAL can be paid monthly or annually due on June 30 of each year. As reported to the Grand Jury, the County has not paid any UAL payments or NCR percentage for 2016-2017. See below in blue shading.

Projected and Current CalPERS UAL and NCR Charges for the City of Orland, Willows and County of Glenn						
	Nom. Cost Rate	UAL Payment	Nom. Cost Rate	UAL Payment	Nom. Cost Rate	UAL Payment
City of Orland	FY 2018-2019		FY 2017-2018		FY 2016-2017	
PEPRA Misc % due	6.842% \$20,139.19	\$240	6.533% 15,307.41	\$71	6.56% \$15,358.95	\$25
Miscellaneous % Due	7.92% 111,016.59	\$190,972	11.04% \$110,550.88	\$161,645	11.008% \$108,986.69	\$136,443 0
PEPRA Safety Police	12.141% \$28,227.10	\$1,626	11.99% \$6,715.60	\$3	N/A	N/A
Safety	19.416% 108,134.50	\$119,545	18.615% \$111,990.63	\$93,546	18.428% 118,699.91	\$75,232
Total	\$267,498.75	\$312,383	\$244,564.52	255,265.00	\$124,345.64	136,468
City of Willows	FY 2018-2019		FY 2017-2018		FY 2016-2017	

PEPRA Miscellaneous	6.842% \$20,136.62	\$479	6.533% \$2,207.37	\$4	N/A	N/A
PEPRA Safety Fire	12.141% \$10,808.24	\$760	11.99% \$5,563.60	\$7	N/A	N/A
PEPRA Safety Police	12.141% \$13,948.98	\$1,764	11.99% \$11,706.96	\$72	12.082% \$8,393.40	\$20
Miscellaneous	12.760% \$37,553.83	\$243,107	12.036% \$86,331.34	\$210,755	11.995% \$98,146.93	\$188,003
Safety	19.416% 129,655.30	\$336,977	18.615% \$45,272.80	\$293,566	18.428% \$136,634.77	\$260,888
TOTAL	\$242,750.75	\$583,087	\$151,081.06	\$504,404	\$243,175.10	\$448,911
County of Glenn	FY 2018-2019		FY 2017-2018		FY 2016-2017	
Miscellaneous	7.924% \$1,777,369.84	\$3,582,140	7.672% \$1,618,446.12	\$3,114,295	7.89% \$1,624,122.26	\$2,662,963
PEPRA Safety Peace Officer	12.141% \$28,224.77	\$851	11.99% \$16,521.62	\$13	12.082% \$11,568.09	\$0
Safety Second Tier 17	17.614% \$42,455.60	\$631	16.842% \$23,207.43	\$0	16.656% \$11,568.09	\$0
Safety	19.420% \$298,895.74	\$699,448	18.615% \$315,304.41	\$604,591	18.428% \$346,270.23	\$531,273
TOTAL	\$369,576.11	700,930	\$1,973,470.58	\$3,718,899	1,990,351.89	\$3,194,236

The above chart was taken from CalPERS Actuarial Valuation Reports. The total of the 2016-2017 various plans for Glenn County is approximately **\$5,184,587.89**.

The CalPERS Actuarial Valuation Reports dated June 2016, details each of the four areas listed in the chart above in different sections. (See Appendix) Each subtopic in the Actuarial Valuation Reports identifies required contributions, future projected employer year’s valuation, future costs, changes since the prior year’s valuations, as well as the (gain)/loss analysis along with other information.

In early 2018, CalPERS made several policy changes that will take effect in the 2017-2018 fiscal year. CalPERS lowered their expected investment earnings rate from 7.5 percent to 7 percent as well as changed the period for recouping future investment losses from 30 years amortization to 20 years. This change dramatically increased the projected future pension plan contributions for agencies. These new changes are not reflected in the above chart showing UAL and NCR payments or the chart below showing future projections. The County could easily owe more than \$70 million in back, current and future payments based on new actuary calculations. The “5-year” ramp started in the 2016-2017 Fiscal Year. Based on the Valuation Reports a 10 percent charge is applied when a contracting agency fails to remit the required contributions when due.

Many cities and counties have decided not to react to the rising debt from the “5-year ramp”, in favor of waiting for a hopeful realignment from CalPERS. A majority of counties are in the same position as Glenn County as the cost of CalPERS doubles and triples.

Glenn County citizens need to be aware that many lives will be changed with this financial burden placed on our County. CalPERS is in survivor mode to remain financially solvent, and their actions are threatening local governments solvency.

The CalPERS Actuarial Valuation Report, which shows projections for the next six years, could not all be shown within the limited space of this report. This report shows the projection for the next four years: 2018-2019 through 2021-2022.

Projected Employer Contributions based on Normal Cost Percentage of 2016 Total Payroll								
	Normal Cost Rate % = \$\$	UAL Payment	NCR	UAL Payment	NCR	UAL Payment	NCR	UAL Payment
City of Orland	FY 2018-19		2019-2020		FY 2020-21		FY 2021-2022	
PEPRA Misc % due	6.842% 20,119.17	\$240	6.8% \$19,995.67	\$500	7.1% \$20,877.83	\$890	7.1 \$20,877.83	\$1300
Miscs % Due	11.569% 111,016.59	\$197,889	12.1% \$116,122.13	240,000	13.2 \$126,678.68	272.00	13.30 \$127,638.37	313,000
PEPRA Safety Police	12.14% 28,227.10	1,626	12.49% \$28,828.26	\$1,900	12.10% \$27,899.28	2,100	13.1 \$30,456.71	2,400
Safety	19.416% 108,134.50	\$119,545	20.3% \$113,057.81	\$149,000	22% \$122,525.70	\$172,000	22.0 \$122,525.70	200,000
Total Cost	\$267,487.86	\$319,300.00	\$278,004.86	\$391,400.00	\$287,981.50	\$175,262	\$301,498.62	\$516,700
Payment Due	\$586,797.86		\$669,404.86		\$473,243.50		\$818,198.62	
City of Wil-lows								
PEPRA Miscel-laneous	6.842% \$20,136.62	\$479	6.80% \$20,013.01	\$500	7.1% \$20,895.94	\$560	7.1% \$20,895.94	\$620
PEPRA Safety Fire	12.141% \$10,809.13	\$760	12.40% \$11,039.72	\$810	13.1% \$15,052.03	\$940	13.1% \$11,662.93	11,100.00
PEPRA Safety Police	12.141% \$13,950.13	\$1,764	12.40 \$214,247.72	\$1,900	13.1% \$15,052.03	\$2,300	13.1% \$15,052.03	\$2500
Miscellaneous	12.759% \$94,703.04	\$243,107	13.3% \$98,718.59	\$280,000	14.5% \$197,625.53	\$311,000	14.5% \$107,625.53	\$350,0003
Safety	19.416% 129.628.58	\$336,977	20.30% \$135,530.51	\$387,000	22.0% \$146,880.36	\$425,000	22.0% \$146,890.36	473,000
TOTAL	\$269,227.32	\$583,087.00	\$279,549.56	\$670,210	\$302,116.79	\$739,800	\$302,116.79	\$837,220
Payment Due	\$852,314.52		949,759.36		\$1,041,916.79		\$1,139,336.79	
County of Glenn	2018-2019		2019-2020		2020-2021		2021-2022	
Miscellaneous	7.924% \$1,777,369.94	\$3,711,882	8.4% \$1,884,137.64	4,391,000	9.3% \$2,086,009.53	\$4,882,000	9.3% \$2,086,009.53	\$5,509,000
PEPRA Safety Peace Officer	12.141% \$28,227.10	\$851	12.40% \$28,829.26	\$900	13.1% \$30,456.71	\$1,200	13.10% \$30,456.71	\$1,200
Safety Second Tier 17	17.614% \$42,465.24	\$631	18.40% \$44,360.19	\$760	19.90% \$47,976.51	\$1,100	19.90% \$47,976.51	\$16,000
Safety	19.416% \$298,834.18	\$699,448	20.30% \$312,439.84	\$808,000.	22% \$338,604.86	\$891,000	22% \$338,604.86	996,000
TOTAL	2,146,896.36	\$4,412,812.00	\$2,269,767.03	\$5,200,660	\$2,503,047.92	\$5,775,300	2,503,047.62	\$6,522,200

\$6,559,708.36	\$7,470,427.03	\$8,278,347.62	\$9,025,247.62
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*Normal Cost Rate is equal to the 2016 Payroll as reported by CalPERS Valuation Reports

5-year ramp: The County leaders reported to the Grand Jury that as of February the County has paid the statutory minimum contribution amount prescribed by Government Code Section 22892 directly to CalPERS. The additional UAL, future costs and accrued costs have not been paid. If the calculations in the chart above are relatively close for the next four years, the amount owed to CalPERS will be approximately \$79,510,531.48. By adding an additional year of rising costs, the amount owed to CalPERS could be well over \$85 million payable..

With the costs rising at such an alarming rate, multiple news reporters following the CalPERS rates are predicting that for the year 2022-2023 the percent increase could rise by 65 percent, this could amount to 30 to 40 percent of the General Fund revenues to cover pension costs.

What is the solution? In the article by Chico’s Administrative Services Director, it states that without change, the rate increase impacts on future budgets will be devastating. Future services may need to be reduced or eliminated because funds are allocated to pay the pension liability instead of services like police, fire, community development, and public works.

Other municipalities throughout California have acted on or are considering:

- Asking employees to pay more of their share of pension benefits
- Request increases in sales and property taxes
- Advocating at CalPERS board meetings requesting relief from the projected future rate increases
- Set aside funds to pay future contributions
- Looked at leaving the CalPERS retirement system
- Opting to do nothing but wait and see what happens
- Filed Bankruptcy

Employees asked to pay more: If the Board asks current employees to pay more into their retirement and health benefits and raise the benefit rates to new hires, the amount gained would still not be enough to pay the current UAL and the NCR percentage rate charged at the end of the year. All in all the issue is money and where it is going to come from.

Sales Tax/Property Tax: According to the Glenn County Chief Financial Director, if the County is to pay this as net money, the County would need to raise approximately \$294 million based on the fact that \$0.17 on the dollar stays in the County. This collection of funds creates the potential for the State to receive approximately \$264 million during the same time the County is meeting the \$80 million owed to CalPERS.

Leaving CalPERS: Other counties have tried to leave CalPERS for other retirement and health coverage, but CalPERS has effectively been able to block the entity from leaving through court proceedings as well as through legislative laws that were placed to protect CalPERS from losing any members. When a pension plan is closed to members, state law requires that the plan be terminated. Termination triggers a fee large enough to pay the pensions promised to remaining plan members for decades into the future. The big fee is needed because employers and employees no longer pay into a terminated plan. Each CalPERS Actuarial Valuation states the cost per each account, should the County want to end the contract with CalPERS. For Glenn County to terminate the Miscellaneous Account, which is the largest account, the County could be facing an \$90-100 million termination fee.



When Stockton was going through bankruptcy, the presiding judge ruled a termination fee would need to be paid by the City of Stockton that boosted the Stockton pension debt or “unfunded liability” from \$370 million to \$1.6 billion if the city tried to move to another pension provider. Other cities have tried to leave CalPERS system with much of the same consequence.

Setting aside funds: Glenn County Board of Supervisors recently changed the policy that allowed employees to receive monetary funds to “opt-out” of the County’s Health Plans. Through the savings of employee “opt out” plan, the County saved approximately \$800,000 after providing raises to current employees. Please see the attached document, Exhibit A Summary of Benefits-Group Insurance Coverage, for complete explanation of benefits offered to County employees.

Currently, without knowing what the Board of Supervisors will do, the Grand Jury has found that they are actively discussing this issue with the County’s Heads of Departments and Finance Committee. This is in the beginning stages of discussion and a resolution to this issue will not come easy.

How is the County going to do this? The Grand Jury has thought of six options, but the County may be considering other options than listed:

Option 1- Increasing sales and property tax to the citizens of Glenn County. To provide this option, the voters of Glenn County will need to approve additional taxation for five years or the time it takes to remedy the PERS costs.

Option 2- Establishing a reserve account

Option 3- Bankruptcy-Chapter 9: This would have four requirements : (1) authorization to be a debtor by state law; (2) must be insolvent as defined in the bankruptcy code; (3) the entity must accept a plan to adjust its debts; (4) the entity must obtain the agreement of the creditors and be willing to negotiate in good faith.

Under Chapter 9, filing entities must come up with their own debt restructuring plans and courts approve or reject it with input from other stakeholders. Bankruptcy would be the last resort, but it does give policymakers time to restructure and relief from creditors, such as CalPERS. The problem with filing bankruptcy against CalPERS is how it is going to affect current retirees, as their benefits would be reduced drastically. Another problem would be the degradation of the counties and cities core services, including police and fire departments already struggling to hire and retain workers. According to the article *Stockton bankruptcy plan sets good precedent for CalPERS, credit firm says*, “...the judge’s decision was ‘somewhat of a surprise,’ given his earlier comments, and would discourage other contracting employers from using bankruptcy to cut their growing pension liabilities.” <http://www.sacbee.com/news/politics-government/the-state-worker/article3583953.html>

Option 4 - Meet with the State of California fiscal entities, including CalPERS, in confidential discussions with Glenn County’s leaders, asking the State to provide an alternate solution. This would include allowing the County more time, reduced UAL allocations, and reduced NCR percentage rate for the County to afford the extra costs associated to CalPERS, or to prepare for the State to take over the assets and, selectively, some of Glenn County essential employees. California State would run it themselves or get another county to take over. This action would be the first in California to have a county turning over assets to the state.

Option 5 - Contact other counties to collaborate with Glenn County to convince the State and/or CalPERS that the present increase is not doable.

Option 6 – Consider the implication of going out of business. The people of Glenn County need to be informed of the consequences of going out of business.

FINDINGS and RECOMMENDATIONS

Findings	Recommendations
<p>F1. The Grand Jury found that the County Board of Supervisors has not been keeping up with the extra charges from CalPERS and are now facing an approximate \$17.7 million payable by June 20, 2018.</p>	<p>R1. The Grand Jury recommend that the Board of Supervisors remedy this situation as soon as possible, paying each month the UAL and NCR percentage on or before the due date so as not to be charged the 10 percent late charge.</p>

Findings	Recommendations
<p>F2. The Grand Jury found that communication to the citizens of Glenn County is foremost the most important action the Board of Supervisors must act upon. The Grand Jury finds it important that all taxpayers be informed of possible effects to their livelihood based upon future decisions by the Board of Supervisors.</p> <p>F3. It was found that the CalPERS UAL and NCR rates will be significantly increasing in the years to come, causing current financial policies to become outdated.</p> <p>F4. The Grand Jury found that several departments realigned and reclassified employees' positions, granting the positions large percentages of raises. With the additional spike in pay, results were an increase in CalPERS payments.</p>	<p>R2. The Grand Jury recommend the Board of Supervisors investigate and implement a communication public forum to provide Glenn County citizens information on how the Board of Supervisors and County Financial Officer plan to rectify this large financial burden.</p> <p>R3. As a policy-directed body, the Grand Jury recommends the Board of Supervisors create, update, or amend financial policies and procedures that will guide future Boards in managing financial issues such as Glenn County is facing today.</p> <p>R4. The Grand Jury recommends the Board of Supervisors have an outside auditor provide a non-biased report in recommending areas throughout the County where financial savings are possible.</p>

COMMENDATIONS

The Grand Jury commends the Cities of Orland and Willows for addressing the CalPERS unfunded liability in their budget.

CONCLUSIONS

It is believed by the Grand Jury that the Board of Supervisors and other County leaders need to team with the citizens of Glenn County to answer the question: How is the County going to meet the financial obligations; provide services for the public good, both local and state mandated levels of service; and do so within its limited revenue generating capability and cost sharing with the State?

***Although this is an extensive researched report, there may be omission and errors that were not identified.**

REQUEST FOR RESPONSES

Pursuant to Penal Code section 933.05, the Glenn County Grand Jury requests a thorough and complete response statements from:

From the following individuals:

- Glenn County Director of Finance
- City of Willows Manager
- City of Orland Manager

From the following governing bodies:

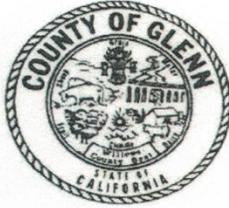
- Board of Supervisors

Invited responses

Anyone who wants to respond to this report.

Reports issued by the Grand Jury do not identify individuals interviewed. Penal Code section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Grand Jury.

Letter from the 2016—2017 Chairman of the Board of Supervisors to the citizens of Glenn County.



**GLENN COUNTY
BOARD OF SUPERVISORS**

Willows Memorial Hall, 2nd Floor
525 West Sycamore Street, Suite B1
Willows, CA 95988

*John K. Viegas, District
Dwight Foltz, District
Vince T. Minto, District
Keith Corum, District
Leigh W. McDaniel, District*

October 23, 2017

To the Citizens of Glenn County:

In accordance with Government Code Section 29064, also known as the County Budget Act, the Boards of Supervisors within the State of California must approve a recommended budget, with all revisions they deem necessary, by June 30 of each year. In order to meet this requirement, the Glenn County Board of Supervisors provided guidance to its Budget and Finance Committee to find ongoing savings instead of the previous one-time funding solutions.

Using baseline budget appropriations for salaries and benefits, A-87 activities, County Facilities and Data Processing allocations the Departments were presented budget work papers with instructions to prepare balanced budgets for fiscal year 2017-2018 for each of their departments. Those work papers were returned to the Department of Finance (“DOF”) in mid-April, where they were consolidated into a single document reflecting the Department Heads’ proposals. Using revenue and appropriation estimates provided by both the DOF and the Department Heads, there was a projected General Fund shortfall of \$2,183,827 that excluded \$940,837 of requested enhancements. The Board of Supervisors provided further direction to its committee to evaluate the department head’s budget proposal without enhancements at their regular meeting on May 30, 2017. A balanced budget was approved at their regular meeting held June 20, 2017 with a commitment to continue to look for long term solutions.

The total of the combined County’s budgets for operations, capital facilities and debt service is \$129.7 million or \$15.4 million more than 2016-2017 due principally to special revenue funds. In coping with the General Fund shortfall and to maintain levels of service in all departments including public safety, keeping whole its support for city-run libraries, and Cooperative Extension support for agriculture and 4-H programs, the Board was forced to use all Fund Balance carryover, freeze certain vacant positions, and use \$1,089,643 of one-time monies.

Some expenditures of note within this year’s budget:

• Public Safety	
○ General Fund	\$14,463,957
○ Non General Fund	<u>4,049,853</u>
	\$18,513,810
• Capital Facility Maintenance	\$ 733,332
• Libraries	\$ 150,484
• Cooperative Extension	\$ 269,414
• Flood Control Maintenance	\$ 30,000

Office (530) 934-6400 * Fax (530) 934-6419 * e-mail: gcboard@countyofglenn.net * website: www.countyofglenn.net

Letter from the 2016—2017 Chairman of the Board of Supervisors to the citizens of Glenn County.

The 2017-2018 adopted budget is a balanced fiscal plan for Glenn County. This plan brings together federal, state, and local objectives, and provides a strategy for the coming year. We encourage public input, comments and concerns to our Board. We are dedicated to the following values, "Doing right by the people, Striving always to be better, Making democracy work, and Creating and nurturing diversity." We believe the 2017-2018 adopted budget reflects these values.

Sincerely,

GLENN COUNTY BOARD OF SUPERVISORS


Keith Corum, Chairman

~ The County of Glenn is an Equal Opportunity Provider ~

Office (530) 934-6400 * Fax (530) 934-6419 * e-mail: gcboard@countyofglenn.net * website: www.countyofglenn.net

Memorandum to all public agencies notifying the change in billing practices.



California Public Employees' Retirement System
P.O. Box 942715
Sacramento, CA 94229-2715
(888) CalPERS (or 888-225-7377)
TTY: (877) 249-7442
www.calpers.ca.gov

Circular Letter: 200-042-16
Distribution: VI

Circular Letter

August 17, 2016

TO: ALL PUBLIC AGENCY EMPLOYERS

SUBJECT: JUNE 30, 2015 ACTUARIAL VALUATION REPORTS

The purpose of this Circular Letter is to inform you that the 2015 Actuarial Valuation reports are completed and available on my|CalPERS. We expect to have the reports also posted to the CalPERS website in September. The 2015 Actuarial Valuation reports set the employer contribution rates for Fiscal Year 2017-18. Also, please note the change below to the non-pooled plans billing process.

All Plans Billed Separately for Normal Cost and Unfunded Liability

Prior to Fiscal Year 2015-16, we billed employers for all contributions as a percentage of payroll. Beginning with Fiscal Year 2015-16, we began billing pooled plans as a percentage of payroll for the normal cost portion and as a dollar amount for the unfunded liability portion. Starting in Fiscal Year 2017-18 non-pooled plans will also be billed as a percentage of payroll for the normal cost portion and as a monthly dollar amount for the unfunded liability portion.

Annual Lump-Sum Payment Option

An annual lump-sum prepayment option is available for the unfunded liability portion. You can find the lump-sum payment amount on page 4 of your valuation report. If you choose this option for Fiscal Year 2017-18, payment must be received and posted by CalPERS prior to August 1, 2017. Instructions for paying the annual lump-sum amount will be included on your July 1, 2017 invoice.

If you have any questions, please contact the CalPERS Customer Contact Center at **888 CalPERS** (or **888-225-7377**).

Alan Milligan
Chief Actuary



Orland Unified School District

A 2017—2018 GLENN COUNTY GRAND JURY REPORT

ABSTRACT

Three years ago, Orland Unified School District found itself in financial trouble due to not following their own policies and procedures. The Orland Unified School District responded without addressing the 2014-2015 Recommendations.

A look at changes made since the 2014-2015 Grand Jury Report calling for compliance to the policies and procedures set by Orland Unified School District

A follow-up to Findings and Recommendations

SUMMARY

Through education in governance best practices, public meeting laws, personnel, finance and curriculum as well as reviewing the policies and procedures, the Orland School District has made transparent their errors of 2014-2015 to better their decisions of tomorrow.

GLOSSARY

OJUSD: Orland Joint Unified School District

GCSS: Glenn County Superintendent of Schools

PURPOSE

The Orland Unified School District Superintendent replied without addressing the recommendations set by the 2014-2015 Grand Jury. These Recommendations are important for the operation of the Orland Unified School District. Due to the position change of the Glenn County Superintendent of Schools, the 2014-2015 Recommendations were not responded by the new Superintendent.

GLOSSARY

OUSD: Orland Unified School District

GCSS: Glenn County Superintendent of Schools

BACKGROUND

The 2014-2015 Grand Jury was instrumental in the resurrection of the policies and procedures followed by the School Administration and Board of Trustees. Previously the policies and procedures had not been adhered to, monitored, or complied with causing a financial burden for the local School District.

METHODOLOGY

The 2017-2018 Grand Jury requested meetings with the OUSD Superintendent and a member of the OUSD Board; reviewed policies and procedures; and the 2014-2015 Grand Jury Report.

FINDINGS

Several areas were listed in the 2014-2015 report that have not been addressed by previous Grand Juries. The following is a listing of the recommendations and effects from the 2017 – 2018 Grand Jury investigation.

2014-2015 Recommendation:	2017-2018 Results
<ul style="list-style-type: none"> • The Board of Trustees be educated in the Fiscal, Administration and policies and procedures as stated by the previous report. • Time sheets are not being used in a functional manner. • The Policy and Procedures Manual provides a grievance/complaints form for everyone's use. • The Board Policy and Administration Regulations are posted on the Orland School District's website. • All employee's Form 700 (Fair Political Practices Commission Statement of Economics Interest) are completed 	<ul style="list-style-type: none"> • The Board members and Superintendent have attended training and participated in the California School Boards Association (CSBA) Annual Educational Conference, a conference for elected Trustees to become educated in best practices in school governance, public meeting laws, personnel, finance and curriculum held in Sacramento. The Superintendent will participate and encourage all members of the Board of Trustees to participate in the Masters in Governance program (a year-long seminar), particularly newly elected Trustees and future Trustees. Board workshops and study sessions will be utilized as a forum for deeper training and exploration of complex finance, personnel and governance training topics related to the 2014-2015 Grand Jury's Findings. ▪ All time sheets are now being required of all participants in the school district. They are reviewed and signed off by a Supervisor. The Administration personnel time-sheets are reviewed and signed by the Superintendent and the Superintendent's timecard is reviewed and signed by the Board Chairperson. Time cards are kept as required by the Education Code. ▪ The Director of Personnel is responsible for the calculating and recording all timesheets including the Superintendent's staff. The Director also calculates accrual of vacation time, sick leave, and comprehensive time off. • All grievances/complaints are held in strict confidentiality. • Training of personnel is held monthly on policy and procedures. A different topic is covered each month. • All Board members, Superintendent and Financial Personnel's Form 700 are sent to the Glenn County Office of Finance.

2014-2015 Recommendation:	2017-2018 Results
<p>yearly in January. They are available for public viewing.</p> <ul style="list-style-type: none"> • Create a manual for the handling of all monies throughout the school district. • Provide a procedure for gas cards and other expenditures. • A policy is established for expenditures outside of ordinary and customary operations. • Bond/Building/Real Estate Projects 	<ul style="list-style-type: none"> • A manual on financial operations (handling of any and all funds/money) was created and is available at all school sites and the District office. • Gas cards are no longer provided to anyone unless a vehicle is requested and checked out for school use and administration purposes. All receipts must match with the vehicle request form that identifies the place, location of the event and signed by the requested persons involved. It is reviewed and signed off by the Superintendent and/or the Board of Trustees. <ul style="list-style-type: none"> The District does not provide any stipends for personal use of vehicles, and any personal expenses for gas, mileage, cell phones etc. • The full Board of Trustees must sign off on any extraordinary expenses. • Restrictions have been put into place for all contracts and purchases. All contracts and purchases must be approved by the Board of Trustees and no longer by the Superintendent alone. • Any purchase over \$50,000 has to be approved by the Board of Trustees. (Purchases of books, equipment can run above the allotted amount) • All documents pertaining to the purchase of the new District Office is contained in a folder at the new district office location. • All lease/lease-back building projects are in safe keeping at the District Office. • An appraisal for the new district office was received for \$480,000 with purchase price being \$410,000. • As per the Superintendent, all real estate transactions are filed and recorded at the County of Glenn with the originals filed at the District Office.

2014-2015 Recommendation:	2017-2018 Results
<ul style="list-style-type: none"> • Co-Star Grant 	<ul style="list-style-type: none"> • The people involved in giving stipends to preferred personnel are no longer with the Orland School District. • To retrieve these stipends, it would require the District to file in Small Claims Court. Filing and court costs could be more than the stipend given. • Those receiving a stipend did so in good faith. • In a new Co-Star Grant received this year, it is required that an approved receipt (approved by the Superintendent; in his absence, the Board of Trustees) be presented for payment.

CONCLUSION

It is determined by the current Grand Jury that all of the previous Findings have been met.

Regarding the response to the 2014-2015 Grand Jury report, a belated response letter received November 2017 from the Glenn County Superintendent of Schools stated:

“The efforts put forth to benefit the OJUSD were exhaustive: the result of these efforts being the district was able to restore themselves to a status of fiscal solvency.”

And “Given a thorough analysis of fiscal issues have been performed, the issues discovered had been addressed, that matter of potential fraud and/or misappropriation of funds had been pursued to the fullest extent possible, and revenues were handily covering expenses, the GCSS renders the matters considered at that time closed.”

(See full response letter in the Response section of this report.)

REQUEST FOR RESPONSES

Pursuant to Penal Code section 933.05, the Glenn County Grand Jury requests a thorough and complete response statements from:

None

Any and all persons involved in this report are invited to respond.

DISCLAIMER

Two Grand Jury members recused themselves from this investigation.

Reports issued by the Grand Jury do not identify individuals interviewed. Penal Code section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Grand Jury.

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Orland Haigh Field

A 2017—2018 GLENN COUNTY GRAND JURY REPORT

ABSTRACT

The airport at Orland Airport, Haigh Field, industrial park is seeking renters to start their business. The airport is advertising through internal County sources, but should they solicit using outside vendors?

The Orland Airport Industrial Park southeast of Orland, Haigh Field is self-sustaining and ready for business growth to add value to the airport

Orland Airport, Haigh Field

SUMMARY

The 2015-2016 Grand Jury investigated and reported on the airport's 65-acre industrial park located at the Orland Haigh Field. The response document was received and misplaced by the 2016-2017 Grand Jury and because of this the 2017-2018 Grand Jury decided to request a new response and reinvestigate the Orland, Haigh Field Airport for the 2017-2018 Grand Jury Report.

BACKGROUND

The 2015-2016 Grand Jury prepared a report with regard to the findings of their inspection of the Orland Haigh Field Airport. A recommendation was made: "The Industrial Park at the Orland Haigh Field Airport be marketed to increase revenue and to create a cash surplus for replacement of old equipment and repairs."

The 2016-2017 Grand Jury requested that a new Response be drafted and included in the 2017-2018 Grand Jury Report. Due to the amount of time that had lapsed since the original investigation, the 2017-2018 Grand Jury performed a follow-up investigation with regards to the revenue and any changes made to the conditions of the buildings at the airport and Industrial Park.

METHODOLOGY

An interview was conducted with the acting Deputy Director and the Facilities Maintenance Supervisor of the Glenn County Planning and Public Works Department.

DISCUSSION

The acting Deputy Director provided budget information which indicated they receive their money through grants from the FAA, and to a lesser degree, from the State, requiring matching funds by the Planning and Public Works Department. The airport also receives revenue from the sale of fuel, rental of hangars, and the leasing of other airport property. It was reported that all of the hangars were rented. These funds have been used as matching funds for the FAA and State grants received. Thus, the airport is self-sustaining on a basic level.

It was explained for the purpose of business park leasing and economic growth; the County currently employs an agent working to market Glenn County and serve as a liaison officer between the county and prospective businesses looking to settle in Glenn County. Currently, there is one renter at the Industrial Park and one warehouse available for rent.

The possible reason that there is a lack of renters may be because the lessee would have to build first before they could occupy the site, with the exception of two buildings, one which is currently

rented and another which has been leased in the past. The remaining three lots in Phase I have paved streets which include curbs, gutters, storm drainage, street lights and fire hydrants. They also have access to sewer, water, power and communications. Incentives are provided for new renters who have to put buildings on lots that don't currently have a building.

The Grand Jury members were given a tour of the office/warehouse in the Industrial Park that has been leased in the past. A tour of the airport showed improvements made in one of the restrooms and the outside entrance area of the lounge building. More changes will come with more construction to update and comply with ADA requirements.

FINDINGS AND RECOMMENDATION

Findings	Recommendations
<p>F1: The Grand Jury found that Orland Haigh Field Airport functions well on the match grants. The money for purchases of new equipment is not as supported without extra money that a fully leased out Industrial Park might provide.</p>	<p>R1: No Recommendation or Response is required as this was a follow up investigation from two years ago. The Response from 2015-2016 has been found and the information requested has been provided. (See letter in Responses section of this report)</p>
<p>F2: It was found that the 2017-2018, concurs with the 2014-2015 Grand Jury Findings.</p>	<p>R2a: The 2017-2018 concurs with the 2015-2016 Grand Jury recommendation for <i>“The Industrial Park at the Orland Haigh Field Airport be marketed to increase revenue and to create a cash surplus for replacement of old equipment and repairs.”</i></p> <p>R2b: Another recommendation would be to apply a more aggressive incentive program to encourage more building in Phase I so the Airport can move to Phase II.</p>

CONCLUSIONS

All in all, we were impressed with what we learned and are satisfied that the Planning and Public Works Department are doing a good job in the operation of the airports and are fulfilling the recommendation of the 2015-2016 Grand Jury Report.

There is a possibility of housing the One-Stop-Shop at the Orland Haigh Field Industrial Park.

REQUEST FOR RESPONSES

None.

Any and all persons involved in this report are invited to respond.

Reports issued by the Grand Jury do not identify individuals interviewed. Penal Code section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Grand Jury.



Measure B Citizen's Bond

A 2017—2018 GLENN COUNTY GRAND JURY REPORT

ABSTRACT

The Willows Unified School District has successfully passed Measure B Citizen's bond after four failed attempts. With the passing of Measure B in 2016, an oversight committee was created and put into action; by-laws were created; and Phase I of the bond has been completed. See what's next for the schools of Willows Unified School District.

Passage of school bond provides needed repairs and replacements to Willows schools

Measure B Citizens Bond



SUMMARY

Measure B Citizen’s Bond request was made to the Willows community for improvement, replacement and maintenance for the Willows Unified School District.

Acronyms:

- CBOC — Measure B Citizen’s Bond Oversight Committee
- WUSD — Willows Unified School District
- DSA — Division of State Architect
- ADA — American Disability Act

GLOSSARY

- Title 24—California Building Energy Efficiency Standards
- Proposition 51~Public School Facility Bonds (2016)

EXHIBITS:

- A — Listing of all planned repairs and/or replacements
- B — Tax rate statement
- C — Resolution #2016-17-03 requesting an election for issuance of general obligation bonds for the district
- D — CBOC Bylaws
- E — January Minutes and Financial Statement

Exhibits can be located on pages 61 – 75 of this report.

PURPOSE:

To ensure that the Citizens Bond Oversight Committee is following their by-laws and providing ongoing information to the Community regarding the completion of work stated in Resolution #2016-17-03 “RESOLUTION CALLING FOR AN ELECTION AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OF THE DISTRICT AT AN ELECTION TO BE HELD NOVEMBER 8, 2016.”

BACKGROUND

With the age and non-existence of major repairs on the school buildings and equipment, a Bond request was presented to the Community of Willows in 2008. The greatest opposition was the concern of Capital Appreciation Bonds or other bonds on which interest is compounded.

The School District held several meetings where the community was invited to express the need for improvements to the schools. The community wanted to be sure the Bond would be paid in full at term. Several community meetings were held with discussions of what work would be done and how the bonds would be repaid. After four tries, the request was presented to the community a fifth time in the reduced amount of \$8,000,000 and was passed in 2016.

METHODOLOGY

1. Interviews with the Willows School District Superintendent and Bond Oversight Committee Chairman
2. Review of the following documents:
 - a. Resolution calling for Bond Issue
 - b. Oversight Committee structure
 - c. Text of Ballot Proposition,
 - d. Tax Rate Statement
 - e. By-Laws for the Oversight Committee
 - f. Minutes of January 30, 2018
 - g. Policies and Procedures

DISCUSSION

The last time Willows Unified School District requested and passed a School Bond for school repairs and replacement was in 1972. The current administration plans to request a Bond issue every ten years to keep the school properties in good condition.

The infrastructure of schools and public buildings throughout our Country is in dire need of replacement and/or significant major repairs, and Willows Schools are no exception to this misfortune. With the passage of Measure B Citizen's Bond for Schools, Willows school properties will receive much needed repairs. Exhibit "A" is a full text of repairs/replacements that reiterates what will be accomplished with the funds. (See Exhibit A).

The Tax Rate Statement illustrates the cost and results of debt service for the Bonds. (See Exhibit B).

The Willows Unified School District developed Resolution #2016-17-03 requesting an election for issuance of general obligation bonds for the district. (See Exhibit C)

Upon success of the bond passage, a Citizen's Bond Oversight Committee (CBOC) was established. The Committee consists of a diversification of community members. The Bylaws for the Committee are specific in their purpose, duties, activities, membership qualifications, schedule of meetings and reports. According to the by-laws, committee members are limited to two-year and three-year terms. According to the March 14, 2017 CBOC minutes, the current chairperson has a term of three years, but in reviewing the Annual Report as presented on March 8, 2018 to the School Board Meeting, it is noted that the current chairperson states his term as two years. The bylaws state any member of the committee may serve three consecutive terms, which could amount to nine years of service. (See Exhibit D)

With the passage of the Bond, Willows Unified School District was able to present an application for matching funds under the new Proposition 51 that was passed by the State of California in 2016. Without the passage of Measure B Citizen's Bond for Schools, the District would not be eligible for Proposition 51 matching funds. Proposition 51 requires school districts to have matching funds available before they apply for State funds.

After the Bond was passed, plans for repairs and replacements (Exhibit A) were sent to the State Board of Education for approval. Upon approval by the State, the Division of State Architect (DSA) was contacted for approval of plans. DSA reviews construction projects under its jurisdiction for Title 24 compliance. The scope of DSA's review depends on the client who owns the facility and the scope of the project.

"The majority of DSA's plan review and construction oversight focuses on new construction and alteration projects for California school and community college districts. DSA's oversight for structural safety of school facilities is governed by the provisions of the Field Act contained in the California Education Code sections 17280, et seq. for K-12 and 81130, et seq. The Field Act

imposes important requirements on California schools that are not present in other types of construction.” <http://www.dgs.ca.gov/dsa/home.aspx>

As per minutes of the Citizen’s Bond Committee on January 30, 2018, the first phase was completed. (See attached minutes and calculations of Revenue - Fund 21(Exhibit E).

When the Grand Jury interviewed the CBOC, they had yet to notify the public on the update to the facilities that the bond provided. It was reported that the projects are currently posted on the District website, yet at the time of the interview the Grand Jury investigative team could not locate information on the website showing the current completed planned repairs or dates of scheduled Measure B CBOC meetings. The investigating committee could not find any publications, news items or fliers that let the Community know about the progress of Measure B.

Soon after our interview with the Superintendent and CBOC Chairman, the school district made public the financial statement to the local newspaper.

The Superintendent and the Bond Committee Chair stated that a letter will be sent to all schools as “take home information” stating what has been completed and will be completed this year. This “letter” may not be received by other community members who do not have children in school or who do not have internet access. There are two local newspapers that could be used to give the community an up-date on the progress of Measure B.

Current repairs in Phase I have been completed as reported in the January minutes of the CBOC meeting:

Murdock Elementary School (MES):

- DSA approval for six portable replacement structures and one additional toilet room will begin this spring and is scheduled to be completed by the first day of school in the fall.
- Front windows have been replaced
- Cafeteria tables were installed

Willows Intermediate School (WIS)

- Cafeteria tables were installed.
- Toilet Room plans were DSA approved
- Landscaping in the front of the school has been completed (District Funds).

Willows High School (WHS)

- IT/Wiring upgrade was completed
- Gym/Bleachers/HVAC/Locker Room Upgrade plans have been approved by DSA.
- Work will begin this spring and scheduled to be completed before school starts.

At the time of the interview, it was stated that all classrooms are in full use and Bond funds will be used to update all ADA requirements, including flip door handles.

As of this report, several items listed in the Exhibit A have been completed and plans for the Murdock Elementary School replacement of portables have been approved by DSA. Removal of current portable buildings and construction of new ones will begin in the spring of 2018 with completion for use in the fall of this year. Other projects include replacement of windows, new cafeteria tables, IT wiring upgrade, paving of high school parking with ADA access, landscaping and toilet rooms with ADA approved access.

In our interview with the Superintendent and the Chairman of the Oversight Committee, it was stated that the website did not show the above Minutes or Review of Expenditures as of January 25, 2018.

The by-laws states in Section 3.1 that “The Committee shall review quarterly expenditures report produced by the District to ensure that (a) Bond Proceeds are expended only for the purpose set forth in the ballot measure: (b) no Bond Proceeds are used for any teacher or administration salaries or operating expenses of the district.” Between August 23, 2017 and January 30, 2018 no information regarding expenditures were reviewed by the Committee due to not having a meeting during that time.

Section 6.1 Meetings of the Committee, “The Committee shall establish a **schedule** for the date and time of **regular meetings** to be held periodically to include an annual organizational meeting to be held annually”. Meetings were held on March 14, 2017, April 12, 2017, April 25, 2017 and August 23, 2017. Notifications of meetings were posted on the website as per the Brown Act. No meetings were held in May, June, July, September, October, November or December 2017. The notice of the January 30, 2018 meeting was posted January 26, 2018 along with the minutes of August 23, 2017.

FINDINGS and RECOMMENDATIONS

Findings	Recommendations
<p>F1. CBOC Meetings and Expenditure Reports have not been completed as per Bylaw requirements.</p>	<p>R1. The Bylaws set by the Willows Unified School Board should be adhered to by the CBOC. Quarterly scheduled meetings to review the expenditures and progress should be held to comply with the Bylaws.</p>
<p>F2. CBOC Bylaws may appear contradictory in Section 3.1 and Section 6.1</p>	<p>R2. Clarify the Bylaws Sections 3.1 schedule of monthly meetings clarifying Section 6.1, schedule quarterly financial meeting, to coincide with the required quarterly review of expenditures as stated in Section 3.1.</p>

F3. The Community has not been advised of the ongoing improvements on a regular basis.

F4. The March 14, 2017 minute’s state that three members were drawn for a three-year term and the remaining members for two year terms. The CBOC annual report given to the School Board on March 8, 2018, the current chairperson states his term to be two-years when in actuality it is three years as per their March 14, 2017 minutes. The term for this person needs to be clarified.

R3. To insure the information regarding the Measure B Citizens Bond reaches the broader public, it is recommended to adopt any policies that accomplishes this goal such as using local newspapers, newsletters, sent to schools as take-home-information and the use of other available media.

R4. It is recommended the CBOC review their meetings and reports to bring transparency and accuracy of all information given to the public

CONCLUSION:

As the work continues on meeting the repairs/replacements as identified in Measure B Citizens Bond, the Bond Committee and the Willows Unified School District are required to let the voters and school community know the progress made and how the funds are being used. There is reason to believe that if everyone is aware of the progress, the community will be more acceptable to the next bond request.

The 2017 – 2018 Grand Jury would like to thank the Oversight Committee to the Measure B Citizens bond for informing the public by publishing the financials and progress of the local school bond.

Due to this being an on-going project, future Grand Juries are requested to ensure that:

- Expenditures are in line with Exhibit A
- Information will be given to the community informing them of the commitment of Measure B Citizens Bond
- Citizens Committee is meeting and posting minutes as per their Bylaws.

REQUEST FOR RESPONSES

Pursuant to Penal Code section 933.05, the Glenn County Grand Jury requests a thorough and complete response statements from:

Elected Officials or Heads of Departments:

- **Willows Unified School District Superintendent**

- **Citizen’s Bond Oversight Committee (CBOC)**

From the Governing Bodies:

- **Willows School District Board of Directors**

DISCLAIMER:

Two members of the current Grand Jury have recused themselves from this interview due to being involved in the local school systems.

Reports issued by the Grand Jury do not identify individuals interviewed. Penal Code section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Grand Jury.

Exhibit A: Willows Unified School District: Measure B, Ballot Proposition**EXHIBIT "A"****FULL TEXT BALLOT PROPOSITION OF THE
WILLOWS SCHOOL DISTRICT BOND ELECTION
FOR NOVEMBER 8, 2016**

"To modernize Willows schools, upgrade safety systems, improve infrastructure and accessibility, replace portables with permanent classrooms, and make other repairs to outdated facilities, shall Willows Unified School District be authorized to issue \$8,000,000 in bonds at legal interest rates, using NO Capital Appreciation Bonds (CABs) and requiring a responsible duration and repayment cost, with a Citizens' Oversight Committee and annual audits to ensure funds are ONLY spent improving LOCAL classrooms and facilities, and NOT for any other purpose?"

Bond proceeds will be expended to modernize, replace, renovate, expand, construct, acquire, equip, furnish and otherwise improve the classrooms and school facilities of the District as specified below:

- Modernize classrooms at all school sites, including interior improvements and technology infrastructure upgrades
- Improve ADA access to classrooms, bathrooms and other facilities at all school sites
- Improve student safety by removing outdated, hazardous building materials, including asbestos at all school sites
- Repair and replace portables with permanent classrooms at Murdock
- Repair and replace windows and repair, replace, install and upgrade safety systems such as fire alarms, telephones, clocks and bells at Willows High and Murdock
- Repair or replace leaky roofs at Willows High
- Repair, replace and install HVAC in the Willows High gym
- If sufficient State Aid funding becomes available, make other repairs and improvements to all school sites
- Address unforeseen conditions and latent defects in materials revealed by these projects (e.g. dry rot, structural, etc.)
- Perform necessary site preparation/restoration in connection with construction and/or provide temporary housing to facilities completion of projects

ACCOUNTABILITY SAFEGUARDS

- NO Capital Appreciation Bonds (CABs) or other bonds on which interest is compounded.
- A responsible repayment ratio of NO MORE THAN 2.5:1, meaning each dollar of bonds sold will cost taxpayers NO MORE THAN \$2.50 TO PAY OFF, including interest.

A-1

**Appendix A: Willows Unified School District: Measure B, Ballot Proposition –
Page 2**

- Bond may be sold competitive OR negotiated, as determined by what is MOST ADVANTAGEOUS in the market at the time of sale.
- The bonds shall bear interest at a rate not to exceed 8% per year.
- The bonds shall mature no later than 25 years from their date of issuance.
- The District shall appoint a Citizens' Oversight Committee for the bonds to ensure that all bond proceeds are spent in accordance with the foregoing Project List.
- Additional Sources of Funding. The District will use a portion of its own operating budget to meet some of the needs and actively work to gain as much State facilities funding as possible to further improve Willows schools.

Exhibit B: Willows Unified School District: Measure B, Tax Rate Statement**Tax Rate Statement**

An election will be held in the Willows Unified School District (the "District") on November 8, 2016 to authorize the sale of \$8,000,000 in general obligation bonds. The following information is submitted in compliance with Sections 9400-9404 of the California Elections Code.

The best estimate of the tax rate that would be required to fund this bond issue during the first fiscal year after the sale of the first series of bonds, based on estimated assessed valuations available at the time of filing of this statement, is \$0.045 per \$100 (\$45.00 per \$100,000) of assessed valuation in fiscal year 2017-18.

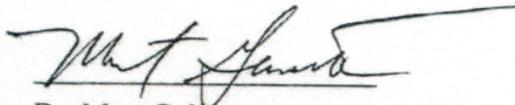
The best estimate of the tax rate that would be required to fund this bond issue during the first fiscal year after the sale of the only proposed series of bonds, based on estimated assessed valuations available at the time of filing of this statement, is \$0.045 per \$100 (\$45.00 per \$100,000) of assessed valuation in fiscal year 2017-18.

The best estimate of the highest tax rate that would be required to fund this bond issue, based on estimated assessed valuations available at the time of filing this statement, is \$0.045 per \$100 (\$45.00 per \$100,000) of assessed valuation.

The best estimate of the total debt service, including the principal and interest, that would be required to be repaid if all the bonds are issued and sold is \$14,353,000.

These estimates are based on projections derived from information obtained from official sources. The actual tax rates, the years in which they will apply and the total debt service may vary depending on the timing of bond sales, the amount of bonds sold at each sale, actual increases in assessed valuations and actual interest rates at the time of each bond sale. The timing of the bond sales and the amount of bonds sold at any given time will be determined by the needs of the District. Actual assessed valuations will depend upon the amount and value of taxable property within the District as determined in the assessment and the equalization process. Actual interest rates will depend upon market conditions at the time of sale.

Dated: 8/11/16



Dr. Mort Geivett
Superintendent
Willows Unified School District

Exhibit C: School District Measure B Citizens Bond – Resolution #2016 -17 - 03
Page 1

EXHIBIT “A”

WILLOWS UNIFIED SCHOOL DISTRICT
Glenn County, State of California

RESOLUTION #2016-17-03

RESOLUTION CALLING FOR AN ELECTION AUTHORIZING THE ISSUANCE OF
GENERAL OBLIGATION BONDS OF THE DISTRICT AT AN ELECTION TO BE
HELD NOVEMBER 8, 2016

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WHEREAS, the Board of Education (the “Board”) of the Willows Unified School District (the “District”), within the County of Glenn, California (the “County”), is authorized to order elections within the District for the purpose of considering, *inter alia*, bond measures to meet the ongoing capital improvement needs of the District, pursuant to the Constitution of the State of California (the “State”) and the Education Code of the State (the “Education Code”); and

WHEREAS, Section 18 of Article XVI and Section 1 of Article XIII A of the Constitution of the State and Section 15266 *et seq.* of the Education Code (collectively, “Prop 39”) provide for a methodology by which the District may call for an election and, upon approval by 55% or more of the qualified voters voting on the bond measure, issue its general obligation bonds and cause the County to levy an *ad valorem* property tax to pay debt service on said bonds; and

WHEREAS, this Board has determined it to be in the best interests of the District to call such an election under Prop 39, as further described herein; and

WHEREAS, this Board has determined that the election to be conducted on November 8, 2016 (the “Election Date”) meets the consolidation requirements of the Education Code and any County or local measure or election may be consolidated with the Statewide general election then pending; and

WHEREAS, the Board wishes to specify the manner in which the District shall call a bond election on the Election Date and to demonstrate compliance with related requirements of the Constitution, the Education Code and the Elections Code of the State;

NOW, THEREFORE, be it hereby resolved, determined and ordered by the Board of Education of the Willows Unified School District as follows:

Section 1. Recitals. All of the foregoing recitals are true.

Section 2. Determination to Proceed under Prop 39. The provisions of Prop 39 shall control the administration of the election to consider the bond proposition of the District (the “Bond Proposition”), such that a favorable vote of no less than 55% of the qualified voters voting at the election shall constitute approval thereof, and the Board hereby declares its intention to meet the pertinent requirements of Prop 39.

Exhibit C: School District Measure B Citizens Bond – Resolution #2016 -17 - 03
Page 2

Section 3. Bond Proposition. This Board does hereby order and request that the Glenn County Clerk-Recorder (herein called the “Clerk-Recorder”) call an election (in the performance of her duties and in the exercise of her power, alone, or with the assistance of such other officers of the County as she may request) to consider the proposition attached hereto as **Exhibit A** on November 8, 2016 (the “Bond Measure”), which constitutes the election order prescribed under California Education Code Section 15122 and Elections Code 13247.

The Clerk-Recorder is hereby requested to reprint **Exhibit A** in its entirety in the voter information pamphlet to be distributed to voters pursuant to Section 13307 of the Elections Code. As required under Elections Code Section 13247, the abbreviated form of the Bond Measure to appear on the ballot is attached hereto as **Exhibit B**. Pursuant to Section 18, Article XVI and Section 1, Article XIII A of the Constitution of the State, the foregoing Bond Measure shall become effective upon the favorable vote of no less than 55% of those qualified voters voting on the proposition.

Section 4. Consolidation of Bond Election; Services of County. Pursuant to Section 1258 of the Education Code, the Superintendent of the District is hereby authorized to contract with the Clerk-Recorder, who is hereby requested and authorized to perform such duties as may be required by law, necessary or useful, or customary and appropriate in the conduct of said Bond Election, including the consolidation of the Bond Election with the general election within the territory of the District being conducted on the Election Date.

The precincts, polling places for said precincts in the County, and persons appointed and designated to serve as election officers for said Bond Election will be those determined, designated, and appointed pursuant to state law by the Clerk-Recorder. The County is hereby requested to tally and canvass the returns of the election, in accordance with Section 10411 of the Elections Code. The District agrees to reimburse the County for all services related to the Bond Election, such services to include the publication of the Formal Notice and a Tax Rate Statement (described in Section 9401 of the Elections Code) pursuant to the terms of 5363 of the Education Code and Section 12112 of the Elections Code.

Section 5. Approval of Project List; Accountability Safeguards. The District has developed a list of certain capital projects which are a priority in order to meet the obligations of the District to provide education to the children of its residents, as more particularly identified on **Exhibit A** hereto, which is incorporated herein by this reference. **Exhibit A** is hereby certified by this Board as the Project List (the “Project List”) for funding, either in whole or in part, with the proceeds of the Bonds. This certification of the Project List shall not be interpreted by and does not constitute an official approval of any listed project for the California Environmental Quality Act (“CEQA”) or other purposes, but only as a statement of present intention and commitment of this Board. Notwithstanding the foregoing, only those acquisitions and other capital improvements included on the Project List may be funded, in whole or in part, with the proceeds of the Bonds. Additional moneys may be obtained for listed projects, in supplementation of the Bond proceeds, from any lawful source of moneys.

The Board hereby confirms that it has, in the development of the Project List appended hereto, evaluated and taken into consideration safety, class size reduction and information technology needs.

Exhibit C: School District Measure B Citizens Bond – Resolution #2016 -17 - 03
Page 3

Section 6. Citizens' Oversight Committee. Pursuant to Section 15278 *et seq.* of the Education Code, within 60 days following the certification by this Board of the official results of the Bond Election by the County, this Board is required to appoint a Citizens Oversight Committee (the "Committee") to insure the District's compliance with the foregoing as well as all applicable restrictions, including those on Exhibit A hereto, and to perform the duties established under the Education Code for such committees. To assist the Committee in its statutory obligations, the District shall cause to be conducted an annual independent performance audit and an annual independent financial audit on the expenditure of Bond proceeds; the audits shall be performed under contract with appropriate persons or firms as shall be subsequently brought for approval before this Board. The financial audit may be consolidated with the annual audit of the District's financial statement and may be performed by the same accounting firm, without further approval by this Board.

The results of the annual audits performed hereunder shall be reported to the Board and to the Committee at least annually, and more often, if the Board shall so direct.

Section 7. No Administrators' or Teachers' Salaries to Be Paid from Bond Proceeds. In accordance with Prop 39, the Board hereby confirms that no administrators' or teachers' salaries shall be paid or reimbursed, in whole or in part, from Bond proceeds, nor shall such proceeds be used to pay any other operating expenses of the District. Notwithstanding the foregoing, costs of administering the Bond Election and costs of issuance of the Bonds shall be lawful charges against Bond proceeds.

Section 8. Other Terms of the Bonds. The maturity of any bonds issued pursuant to the Bond Measure and under Chapter 1.5, Part 10, Division 1, Title 1 of the Education Code (commencing with Section 15264), as amended, and Article XIII A of the California Constitution ("Article XIII A") shall not exceed twenty-five (25) years as to maturity and shall bear interest at a rate not to exceed 8% per annum. The maturity of any bonds issued pursuant to the Bond Measure and under Article 4.5 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code, as amended, applicable provisions of the Education Code and Article XIII A shall not exceed the applicable legal limits as to maturity, and shall bear interest at a rate not to exceed 8% per annum.

Section 9. Approval of Election Consolidation; Delivery of Order of Election. The Clerk of the Board is hereby directed to deliver, no later than August 12, 2016, one certified copy of this Resolution to the Board of Supervisors of the County and one copy to the Clerk-Recorder, together with the Tax Rate Statement to be prepared by the District's Financial Advisor (appointed below) and executed by the Superintendent of the District.

Section 10. Ballot Arguments. The members of the Board, or any one member or group thereof, are hereby authorized, but not directed, to file a formal Argument in Favor of the Bond Measure given above, with the Clerk-Recorder within the time limits established for such arguments by the Clerk-Recorder.

Section 11. Retention of Consultants. The District hereby confirms the hiring of consultants to provide for special services in connection with the proposed issue(s) of Bonds which may be authorized at the Election, to wit, (i) the law firm of Dannis Woliver Kelley as Bond Counsel to the District ("Bond Counsel") and (ii) the financial advisory firm of Eastshore

Exhibit C: School District Measure B Citizens Bond – Resolution #2016 -17 - 03**Page 4**

Consulting LLC, as Financial Advisor to the District (the “Financial Advisor”), upon conditions as may be set forth in the respective fee agreements heretofore negotiated and executed on behalf of the District by the Superintendent.

Section 12. Reimbursement of Qualified Project Expenditures. The Board presently intends and reasonably expects to have tax-exempt obligations (the “Obligations”) issued on its behalf within 18 months of the date of the expenditure of moneys on the Projects outlined in the foregoing Project List or the date upon which a Project is placed in service or abandoned, whichever is later (but in no event more than 3 years after the date the original expenditure of such moneys is paid), and to allocate an amount not to exceed 10% of the proceeds thereof to the reimbursable expenditures in connection with the Project, as may be qualified under the provisions of Section 1.150-2 of the Treasury Regulations of the Internal Revenue Service (the “Reimbursable Expenditures”). All of the Reimbursable Expenditures covered by this Resolution were paid not earlier than 60 days prior to the date of this Resolution. The Board intends to allocate within 30 days after the date of issue of the Obligations the proceeds therefrom to reimburse the District for the Reimbursable Expenditures. With respect to the proceeds of the Obligations allocated to reimburse the District for prior expenditures, the Board hereby covenants not to employ an abusive device under Treasury Regulation Section 1.148-10, including using within one year of the reimbursement allocation, the funds corresponding to the proceeds of the Obligations in a manner that results in the creation of replacement proceeds, as defined in Treasury Regulation Section 1.148-1, of the Obligations or another issuer of tax-exempt obligations.

The above provision is made solely for the purpose of establishing compliance with the requirements of said Section 1.150-2 of the Treasury Regulations. This provision does not bind the District or the Board to make any expenditure, incur any indebtedness, or proceed with the financing, acquisition or construction of the Project.

Section 13. Ratification. All actions heretofore taken by the officers, or their respective designees, employees and agents of the Board and the District in connection with the financing of the facilities on the Project List are hereby ratified and confirmed. The officers and their designees, the employees and agents of the Board and the District are hereby authorized to take any and all actions in connection with the financing of said facilities and as may be necessary and consistent with the purposes of this Resolution.

Section 14. Authorization of Further Acts. The members of this Board, the Superintendent, any assistant thereto, and all other staff or officers of the District are hereby authorized and directed, individually and collectively, to do any and all things necessary or advisable in order to effectuate the purposes of this Resolution.

Exhibit C: School District Measure B Citizens Bond – Resolution #2016 -17 - 03
Page 5**ATTACHMENT A**
CITIZENS' BOND OVERSIGHT COMMITTEE
ETHICS POLICY STATEMENT

This Ethics Policy Statement provides general guidelines for Committee members to follow in carrying out their roles. Not all ethical issues that Committee members face are covered in this Statement. However, this Statement captures some of the critical areas that help define ethical and professional conduct for Committee members. The provisions of this Statement were developed from existing laws, rules, policies and procedures as well as from concepts that define generally accepted good business practices. Committee members are expected to strictly adhere to the provisions of this Ethics Policy.

POLICY

- **CONFLICT OF INTEREST.** A Committee member shall not make or influence a District decision related to: (1) any contract funded by Bond Proceeds or (2) any District construction project which will benefit the committee member's outside employment, business, or a personal finance or benefit an immediate family member, such as a spouse, child or parent.

- **OUTSIDE EMPLOYMENT.** A Committee member shall not use his or her authority over a particular matter to negotiate future employment with any person or organization that relates to: (1) any contract funded by Bond Proceeds, or (2) any District construction project. A Committee member shall not make or influence a District decision related to any construction project involving the interest of a person with whom the member has an agreement concerning current or future employment, or remuneration of any kind. For a period of two (2) years after leaving the Committee, a former Committee member may not represent any person or organization for compensation in connection with any matter pending before the District that, as a Committee member, he or she participated in personally and substantially. Specifically, for a period of two (2) years after leaving the Committee, a former Committee member and the companies and businesses for which the member works shall be prohibited from contracting with the District with respect to: (a) bidding on projects funded by Bond Proceeds; and (b) any District construction project.

- **COMMITMENT TO UPHOLD LAW.** A Committee member shall uphold the federal and California Constitutions, the laws and regulations of the United States and the State of California (particularly the Education Code) and all other applicable government entities, and the policies, procedures, rules and regulations of the Willows Unified School District.

- **COMMITMENT TO DISTRICT.** A Committee member shall place the interests of the District above any personal or business interest of the member.

**Exhibit D: School District Measure B Citizens Bond – Oversight Committee Bylaws,
Page 1**

**WILLOWS UNIFIED SCHOOL DISTRICT
CITIZENS' BOND OVERSIGHT COMMITTEE
BYLAWS**

SECTION 1. COMMITTEE ESTABLISHED. Willows Unified School District (the “District”) was successful at the election conducted on November 8, 2016, in obtaining authorization from the District’s voters to issue up to \$8,000,000 aggregate principal amount of the District’s general obligation bonds, pursuant to a 55% vote (the “Authorization”). The election was conducted under Proposition 39, being chaptered as the Strict Accountability in Local School Construction Bonds Act of 2000, at Section 15264 et seq. of the Education Code of the State (“Prop 39”). Pursuant to Section 15278 of the Education Code, the District is now obligated to establish the Committee in order to satisfy the accountability requirements of Prop 39. The Board of Education of the Willows Unified School District (the “Board”) hereby establishes the Citizens’ Bond Oversight Committee (the “Committee”) which shall have the duties and rights set forth in these Bylaws.

SECTION 2. PURPOSES. The purposes of the Committee are set forth in Prop 39, and these Bylaws are specifically made subject to the applicable provisions of Prop 39 as to the duties and rights of the Committee. The Committee shall be deemed to be subject to the Ralph M. Brown Public Meetings Act of the State of California and shall conduct its meetings in accordance with the provisions thereof. The District shall provide necessary administrative support to the Committee as shall be consistent with the Committee’s purposes, set forth in Prop 39.

The proceeds of general obligation bonds issued pursuant to the Authorization are hereinafter referred to as “Bond Proceeds.”

SECTION 3. DUTIES. To carry out its stated purposes, the Committee shall perform the following duties:

- 3.1 **Review Expenditures.** The Committee shall review quarterly expenditure reports produced by the District to ensure that (a) Bond Proceeds are expended only for the purposes set forth in the ballot measure; (b) no Bond Proceeds are used for any teacher or administrative salaries or other operating expenses of the District.
- 3.2 **Annual Report.** The Committee shall present to the Board, in public session, an annual written report which shall include the following:
 - (a) A statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution; and
 - (b) A summary of the Committee’s proceedings and activities for the preceding year.

Appendix D: School District Measure B Citizens Bond – Oversight Committee Bylaws, Page 2

SECTION 4. AUTHORIZED ACTIVITIES.

- 4.1 In order to perform the duties set forth in Section 3.0, the Committee may engage in the following authorized activities:
- (a) Receive and review copies of the District’s annual independent performance audit and annual independent financial audit, required by Article XIII A of the California Constitution.
 - (b) Inspect school site facilities and grounds for which Bond Proceeds have been or will be expended, in accordance with any access procedure established by the Superintendent.
 - (c) Review copies of deferred maintenance proposal or plans developed by the District.
 - (d) Review the District’s efforts to maximize use of Bond Proceeds in ways designed to: (1) reduce costs of professional fees or site acquisition; (2) incorporate efficiencies in school site design; (3) encourage joint use of core facilities; or (4) involve cost-effective and efficient reusable facility plans.
- 4.2 Make requests for copies or inspection of District records in writing to the District’s Superintendent.

SECTION 5. MEMBERSHIP.

- 5.1 Number. The Committee shall consist of a minimum of 7 members appointed by the Board from a list of candidates submitting applications and based on criteria established by Prop 39, to wit:
- (1) at least one representative of the local business community;
 - (2) at least one person active in a senior citizens’ organization;
 - (3) at least one person active in a bona fide taxpayers’ organization;
 - (4) the parent or guardian of a child who is enrolled in the District;
 - (5) the parent or guardian of a child enrolled in the District and active in a parent-teacher organization, such as the Parent Teacher Association or School Site Council.
- 5.2 Qualification Standards.
- (a) To be a qualified person, he or she must be at least 18 years of age and reside within the District’s geographic boundary, in accordance with Government Code Section 1020.

Appendix D: School District Exhibit D: Measure B Citizens Bond – Oversight Committee Bylaws, Page 3

- (b) The Committee may not include any employee, official of the District or any vendor, contractor or consultant of the District.
- 5.3 Ethics: Conflicts of Interest. By accepting appointment to the Committee, each member agrees to comply with Articles 4 (commencing with Section 1090) and 4.7 (commencing with Section 1125) of Division 4 of Title 1 of the Government Code and the Political Reform Act (Gov. Code §§ 81000 et seq.). Additionally, each member shall comply with the Committee Ethics Policy attached as Attachment A to these Bylaws.
- 5.4 Term. Except as otherwise provided herein, each member shall serve a minimum term of two (2) years, beginning February, 2017. No member may serve more than three (3) consecutive terms. At the Committee’s first meeting, members shall draw lots to select a minimum majority for an initial two (2)-year term and the remaining members for an initial three (3)-year term.
- 5.5 Removal: Vacancy. The Board may remove any Committee member for cause, including failure to attend three consecutive Committee meetings or for failure to comply with the Committee Ethics Policy. Upon a member’s removal, his or her seat shall be declared vacant. The Board, in accordance with the established appointment process, shall fill any vacancies on the Committee.
- 5.6 Compensation. The Committee members shall not be compensated for their services.

SECTION 6. MEETINGS OF THE COMMITTEE.

- 6.1 Regular Meetings. The Committee shall establish a schedule for the date and time of regular meetings to be held periodically to include an annual organizational meeting to be held annually.
- 6.2 Location. All meetings shall be held at 823 West Laurel Street, located at Willows, California, or at some other location within the District freely accessible to the public, as may be designated by the Committee on the particular agenda.
- 6.3 Procedures. All meetings shall be open to the public in accordance with the Ralph M. Brown Act, Government Code Section 54950 et seq. Meetings shall be conducted according to such additional procedural rules as the Committee may adopt. A majority of the number of Committee members shall constitute a quorum for the transaction of any business except adjournment.

**Appendix D: School District Measure B Citizens Bond – Oversight Committee Bylaws,
Page 4**

SECTION 7. DISTRICT SUPPORT.

- 7.1 The District shall provide to the Committee necessary technical and administrative assistance as follows:
- (a) preparation of and posting of public notices as required by the Brown Act, ensuring that all notices to the public are provided in the same manner as notices regarding meetings of the Board;
 - (b) provision of a meeting room, including any necessary audio/visual equipment;
 - (c) preparation and copies of any documentary meeting materials, such as agendas and reports; and
 - (d) retention of all Committee records, and providing public access to such records on an Internet website maintained by the District.
- 7.2 District staff shall attend all Committee proceedings in order to report on the status of projects and the expenditures of Bond Proceeds.

SECTION 8. REPORTS. In addition to the Annual Report required in Section 3.2, the Committee shall report to the Board periodically in order to advise the Board on the activities of the Committee. Such report shall be in writing and shall summarize the proceedings and activities conducted by the Committee.

SECTION 9. OFFICERS. The Committee shall elect a chair and a vice-chair who shall act as chair only when the chair is absent, which positions shall continue for two (2) year terms. No person shall serve as Chair for more than two consecutive terms.

SECTION 10. AMENDMENT OF BYLAWS. Any amendment to these Bylaws shall be approved by a two-thirds vote of the entire Board.

SECTION 11. TERMINATION. The Committee shall automatically terminate and disband at the earlier of the date when (a) all Bond Proceeds are spent, or (b) all projects funded by Bond Proceeds are completed.

Appendix D: School District Exhibit D: Measure B Citizens Bond – Oversight Committee Meeting, Page 1

WILLOWS UNIFIED SCHOOL DISTRICT

MEASURE B (CITIZENS’ BOND OVERSIGHT COMMITTEE MEETING)

Tuesday, January 30, 2018 - 5:30 p.m.
Willows Unified School District Office
823 W. Laurel Street - Room 201
Willows, CA 95988

MINUTES

Members Present: Jim Lambert, Sylvia Hoenike, David McDonald, Jamie Millen, Janet Perez, and Michelle Thomas

Members Absent: Dennis Asbury and Natalie Wolder

District Staff Present: Mort Ceil ell, Debby Beymer, and Julie Soeth

1. Call to Order - Jim Lambert called the meeting to order at 5:35 p.m.
2. Approve Agenda
3. Approve Minutes of August 23, 2017 - Jamie Millen moved seconded by Sylvia Hoenike to approved the minutes of August 23, 2017.
AYES: Lambert, Hoenike, McDonald, Millen, Perez, Thomas
NOES: None
ABSENT: Asbury, Wolder
MOTION PASSED: 6-0-2
4. Public Comments None
5. Committee Member Reports
 - o Jim Lambert reported that he and Dr. Geivett met with members of the Grand Jury on January 29, 2018 to discuss the bond and answer questions.
6. Projects Update for Phase I
 - o Murdock Elementary School (MES)
 - Dr. Geivett went over the site plans for the MES portable replacement and addition of toilet room. They have been DSA approved, and work will begin this spring and scheduled to be completed by the first day of school.
 - Front windows have been replaced
 - Cafeteria tables were installed.
 - o Willows Intermediate School (WIS)
 - Cafeteria tables were installed.
 - Toilet Room plan, were DSA approved (along with MES plans)
 - Landscaping in the front of the school has been completed (District Funds).
 - o Willows High School (WIIS)
 - o IT Wiring upgrade was completed

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MINUTES - Measure B CBO," Meeting ' January 30. 2018

- Gym Bleachers,HV AC Locker Room Upgrade plans have been approved by DSA. Work will begin this spring and scheduled to be completed before school starts
- 7. Budget — Debby Beymer, Director of Business Services, distributed and went over the expenditures for Measure B to date. Total revenue available is \$7,871,314.93. Total expenditures to date is \$2,247,612.60. Total remaining bond funds is \$5,623,702,33.
- 8. Report to WUSD Board — CBOC members will present the annual report to the WUSD Board at its March 8, 2018 meeting. Jim Lambert will take the lead in writing it up. with the help of Janet Perez.
- 9. Informing the Public About Projects — Several ideas were discussed on how to notify the voters as to what projects the bond money will fund. Ideas included a mailing, newspaper ad. story in the papers, social media. and sending home information with students. Projects are currently posted on the District website,
- 10. Future Agenda items — David McDonald requested that " Public Outreach" be added to the next agenda.
- 11. Adjournment and Next Meeting The meeting was adjourned at 6:35 p.m., The next meeting will be held on May 16, 2018 at 5:30 p.m.

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2017-2018 Glenn County Grand Jury Final Report—The Smart Team



As a member of the **SMART** team, the Grand Jury would like to congratulate Officer Greg Felton for his participation with the **SMART** Team and for being honored in a ceremony held in Washington DC with the Distinguished Service in Community Policing in the Area of Field Operations. (Photo taken from presentation.)

The **SMART** Team

A 2017—2018 GLENN COUNTY GRAND JURY REPORT

ABSTRACT

A **SMART** Team is a multi-agency team that responds to critical school incidents as well as young adults needing support in a day and age where the need is most evident. They also provide preventative service to our county's parents and guardians.

THE SMART TEAM: Aptly name and a smart idea for Glenn County

SMART Team

SUMMARY

The SMART Team is a recent addition to Glenn County, courtesy of a grant from the California State Mental Health Services Oversight and Accountability Commission (MHSOAC). This multi-agency team has, since its inception in 2014, proven to be an asset to the community. With this team being supported and operational, it will benefit the citizens of this county.

GLOSSARY

SMART – Acronym for System-wide Mental Health Assessment and Response Treatment

MHSOAC – Acronym for Mental Health Services Oversight and Accountability Commission and can be found at www.mhsoac.ca.gov/

PURPOSE

To understand the purpose and intent of the SMART team.

BACKGROUND

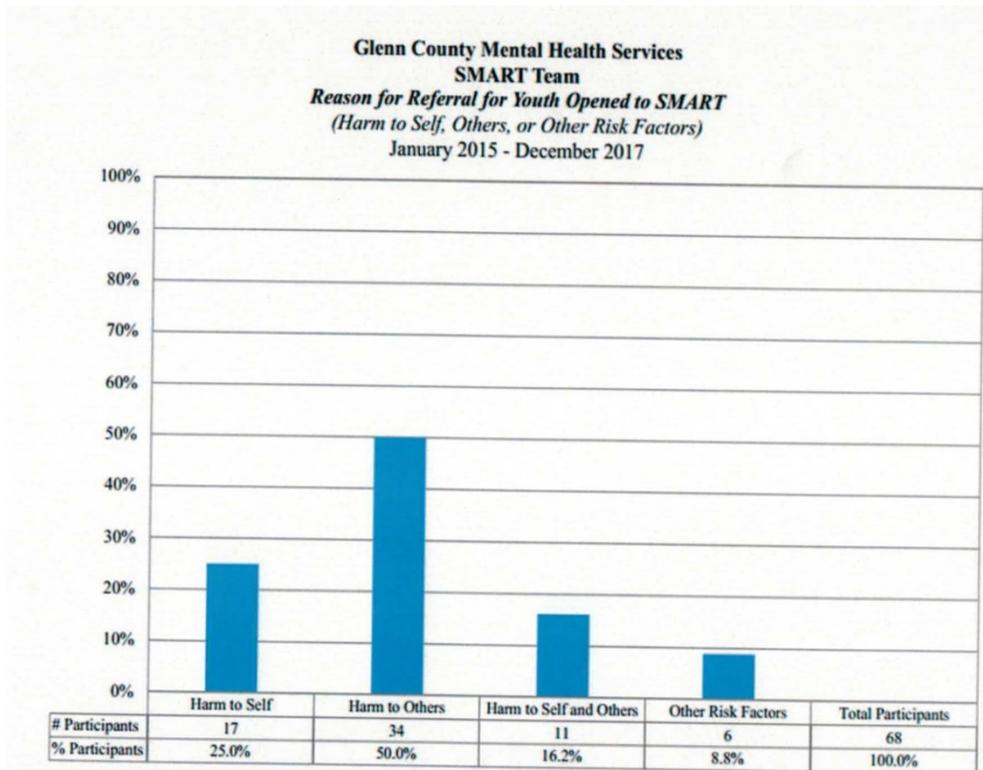
Originating with the Glenn County Office of Education in 2014, the idea of the SMART Team was formed, targeting an Innovative Program grant offered by the Mental Health Services Oversight and Accountability Commission. The SMART Team was loosely modeled after Los Angeles County's SMART Team, but renamed and adapted to the needs and resources of Glenn County, a less populous and more rural community. Representatives from each of the various agencies who would be involved in the SMART Team operation were involved with the development of the grant proposal that was approved on August 14, 2014. The grant was for a three-year funding of \$816,344 and has been renewed once for three more years.

As described and spotlighted by MHSOAC on their official website, www.mhsoac.ca.gov/, “the SMART Team is a collaborative multi-agency team that responds quickly and efficiently to critical school incidents such as school threats, suicidal behavior, violence, and bullying. SMART uses proven practices to address school threats and suicidal behavior; prevent bullying; and provides on-going services to resolve identified issues.

Through the presentation, the SMART Team listed their prevention Strategies as:

- Deliver prevention activities that promote self-esteem and suicide awareness.
- Support a “No Bullying” culture – which includes both youth and adults.
- Train staff on best practices of how to respond to threats, suicide, and bullying behaviors.
- Involve stakeholders in all phases – even students!
- Assess school climate for bullying, and support each school's policy and procedures regarding threats and bullying.

The Glenn County Mental Health Services, and SMART Team, provided data showing reasons youths have been referred since the SMART Team was put into action in January 2015.



Between the three categories regarding harm to themselves, others, and wanting to harm themselves as well as others, 62 students were identified and referred to the SMART team for services. The causes of such behaviors were not provided.

METHODOLOGY

The members of the SMART Team gave a thorough presentation to the entire Grand Jury highlighting their teamwork and describing their challenges. They exhibited a strong degree of cooperation between their respective agencies and disciplines, including school designees, Probation, the Sheriff’s office and Mental Health. They presented a clear picture of how incidents are handled, and demonstrated the effectiveness and benefits of having a rapid-response crisis team available to address the ever-growing problem of school and community violence. They also demonstrated how their rapid response can lead to some individuals getting help and services that they need, for the safety and welfare of both themselves and others.

DISCUSSION

Examples of real cases were provided delineating the methods of response, including a recent case that happened in November, 2017, showing how the situation was contained and neutralized.

The SMART team includes Mental Health staff, law enforcement, probation, and school designees. Each school is in the process of developing school response teams. These teams include school

counselors, school psychologist, principals, vice principals, and other key staff. Services offer a wide array of prevention activities and support, crisis response, community threat response, screening, assessment, early identification of school violence, case management monitoring and clinical services.”

FINDINGS and RECOMMENDATIONS

Findings	Recommendations
<p>F1. The Grand Jury finds that the SMART Team of Glenn County is a vital asset to the public.</p>	<p>R1. The Glenn County Grand Jury recommends the SMART team advertise its program through local service clubs, youth clubs, and local newspapers to bring awareness of its existence, importance and value to all citizens of Glenn County.</p>
<p>F2. The Grand Jury finds that the SMART Team is an asset to the youth of our county and is operating on a renewable three-year grant. Should it expire the SMART team will need continued funding to stay in existence.</p>	<p>R2. The Glenn County Grand Jury recommends that the Board of Supervisors provide funding for the System-wide Mental Health Assessment Response Treatment (SMART) team should grant funding from MHSOAC ever expire.</p>

COMMENDATION

The Glenn County Grand Jury congratulates the members of the SMART Team for their hard work and dedication to making our community safer, and for showing compassion and offering help to troubled individuals who might not otherwise have gotten the help they need, for the safety and benefit of themselves and others.

REQUEST FOR RESPONSES

Pursuant to Penal Code section 933.05, the Glenn County Grand Jury requests a thorough and complete response statements from:

Elected Officials or Heads of Agencies

None

Any and all persons involved in this report are invited to respond

From Governing Bodies:

Board of Supervisors

Reports issued by the Grand Jury do not identify individuals interviewed. Penal Code section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Grand Jury.



Special Districts

A 2017—2018 GLENN COUNTY GRAND JURY REPORT

ABSTRACT

Special Districts provide important functions for numerous people in Glenn County. However, a lot of confusion exists over what they are and who is responsible for their function.

The county has many Special Districts that provide a service to their community.

SPECIAL DISTRICTS

SUMMARY

Special Districts are districts serving the community they provide a service too, governed by their elected board members, and under the Board of Supervisors who provides oversight and guidance to their operations.

PURPOSE

The Grand Jury wanted to understand about the operations of Special Districts; how many are in Glenn County; the services they provide within their district area; and specifically, how LAFCO interacts within the Special Districts.

BACKGROUND

Glenn County has 53 Special Districts including: Fire Districts, Irrigation Districts, Cemetery Districts, Levee Districts, Mosquito Abatement Districts, Storm Drain Districts, Water Districts, Air Pollution Districts and Community Service Districts. Most of these are managed by volunteers.

METHODOLOGY:

The Grand Jury interviewed the Executive Officer of LAFCO; attended LAFCO monthly meetings and reviewed the publication LAFCO 101.

DISCUSSION:

A Special District is a special local government body that performs a limited, single-focused public service within a specific defined geographical area, which provides a cost savings to the County through volunteer directors.

Most are single purposed, but there are multi-functional special districts that can provide up to 32 functions. These are community service districts.

Local Agency Formation Commission (LAFCo) is an Independent Regulatory Agency that oversees the Special Districts within Glenn County. LAFCo is a state mandated local agency that oversees boundary changes to cities and special districts, the formation of new agencies including incorporation of new cities, and the consolidation of existing agencies. The broad goals of the agency are to ensure the orderly formation of local government agencies, to preserve agricultural and open space lands, and to discourage urban sprawl. The Glenn Local Agency Formation Commission (LAFCo) was formed when the State Legislature passed the Knox-Nisbet Act of 1963.

LAFCo became an independent department in 2014 and has been working since to prepare Municipal Service Reviews (MSRs). MSRs are essentially check-ups or evaluations on the health and

structure of the Special Districts to insure their efficient operation and evaluate potential changes in function, operation or structure. As LAFCo completes the MSRs of all the Special Districts, a better picture of their health and operation will emerge.

LAFCo meets once a month to review and direct current and proposed functions. LAFCo has an Executive Officer and Commission Clerk who provide hands-on work. The Grand Jury’s meeting with the LAFCo Executive Officer yielded information about the function of LAFCo as it relates to Special Districts. It became obvious that the best way to look over the operation of the many Special Districts in Glenn County was by consulting with the Executive Officer.

FINDINGS and RECOMMENDATIONS

Findings	Recommendations
<p>F1. The Grand Jury found that there is a need for a current listing of all Special Districts including the officers and contact information.</p>	<p>R1. LAFCo needs to annually produce a current list of the County’s Special Districts including officers and contact information on its website.</p>
<p>F2. LAFCo should be the place to go to get information about Special Districts of Glenn County.</p>	<p>R2. LAFCo needs to continue preparing Municipal Service Reviews for the Special Districts of Glenn County, so the residents can be assured of their proper operation.</p>
<p>F3. The Grand Jury found that more knowledge and education as to LAFCOs purpose and functions within our County to the services they provide needs to be known to the public.</p>	<p>R3. LAFCo needs to continue to promote and educate the public as to the existence and functions of Special Districts within the County.</p>

CONCLUSION

LAFCo is doing a good job bringing the Special Districts of Glenn County up to date.

REQUEST FOR RESPONSES:

Pursuant to Penal Code section 933.05, the Glenn County Grand Jury requests a thorough and complete response statements from:

Elected Officials or Heads of Agencies

- LAFCo

Governing Bodies

- None

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Orland Water

2017—2018 GLENN COUNTY GRAND JURY REPORT

ABSTRACT

“Orland’s water price is one of the cheapest in California. To get State support funds, Orland must raise rates,” says California State Water Board.

Orland Public Water System has nine wells that are not connected with a common software while six are connected through telephone lines

City-County Government — Orland Public Water System

SUMMARY

Orland City residents have questioned the increased cost of water over the last couple of years. These increases have affected senior citizens as well as those with low income budgets.

PURPOSE

The Grand Jury received verbal complaints to the rising costs of water seen in the last two years. The Grand Jury felt it necessary to investigate Orland Public Water System to be able to answer the public's questions.

METHODOLOGY

The Glenn County Grand Jury interviewed the Public Water System employees and staff, City Manager and researched the Orland Public Water System Capacity Study published at http://www.cityoforland.com/_documents/OrlandWaterSystemCapacityStudy.pdf as well as on-line neighboring water district rates.

BACKGROUND

The water system is managed under the direction of the Orland Public Works Department. The department's staff maintains the City water system from production at their wells through distribution to City water customers. The Public Works Department monitors the quality of the water that is provided to its residents and holds the responsibility of providing safe drinking water, and meeting state water quality standards.

According the Orland Public Water System Capacity Study, “the City of Orland owns and operates two separate public water systems. The primary water system, Public Water System No. 1110001, serves customers principally within the limits of the city. An auxiliary water system, Public Water System No. 1105003, serves an industrial park at the Haigh Field Airport located approximately 1.2 miles southeast of the city. The auxiliary water system is not connected to the city's primary water system and is not part of this investigation.”



The City of Orland's source of water is from six wells that are located at various areas within the City limits. These wells are continuously monitored and treated to meet or exceed State and Federal requirements.

The Public Works Department is responsible for all repairs, hook-ups and emergency calls. City of Orland has one clerk dedicated to utilities, water billing, receiving water bill payments, and answering questions from the public.

DISCUSSION:

The City Manager is employed by the Orland City Council. He oversees the Public Works Director, who is in charge of the water system. The Public Works staff consists of a lead foreman who is in middle management and eleven crew workers that perform routine tasks and emergency service calls. Of the eleven, one is currently on disability leave but is expected back soon.

Water Rates: The City Council recently approved the new rate increases. The rates were raised because they have not been able to set funds aside for reserves. To apply for grant funding, the City needs to have matching funds. Building reserves would be a way to provide the matching funds. The rates will continue to increase until such a fund is established.

The base rate for household use is \$55.60 every two months for 15,000 gallons, and \$1.50 for every 1,000 gallons used in excess of the base. For residents outside city limits, the cost is \$111.20 per base of 15,000 gallons, and \$3.00 for every 1,000 gallons used in excess of the base. As a comparison, CAL Water in Willows charges a residential flat rate of \$72.81 per month.

** A special note to those looking at their bill and see a two-month billing of \$107; the sewer charges of \$52.20 is added on to the water billing.

Orland does not have a discounted rate for low income or senior citizens. Late fees may be assessed. Water users have the option of paying monthly rather than bi-monthly. Orland has bill pay online or customers can use their own bank's bill pay features. A contract is not required for water service.

Orland's water prices will continue to rise until the rate is equal to the State price average and the systems can be updated. This will allow the City to apply to the State for grants to update the wells and monitoring equipment.

Operations: The software controlling the action of the wells needs updating for proper pump communication from well to well. The switches controlling the various pumps are old and need to be monitored for proper working order.



Training: All new employees receive initial training, as well as in-service training. All employees receive training in targeted safety solutions, customer service and active shooter/workplace violence. Some trainings are held in house (within the City or Public Works Department) while others are held off-site with an outside agency or business. Employees receive compensation for trainings. City employees try to coordinate with Glenn County for mutually beneficial training. Employees frequently have staff lunches to go over safety, have healthy snack baskets as incentives, and attend webinars. The maintenance crew that does testing, well readings and well repair require operator certificates. Those staff members working in the water system receive training that meets the State Water Board requirements.

Water Testing: The lead foreman is the water quality tester for the City of Orland water system. He is responsible for obtaining water samples every Monday and transporting the samples to Chico for testing. The results of the tests are submitted to the State quarterly and annually. The water reports are online at the City of Orland website under Public Works Department, as well as on the Redding State Water Regional Control Board's website.

Orland does not have a water treatment plant; therefore, they treat water wells as needed. If a well does not pass a safety test inspection or returns a bad test, the well is taken off-line or shut down. Under the State Board water standards, the well must pass three test samples before it can be brought back online.

Water Wells: The City of Orland has nine wells with six wells currently in use. The technology of the six wells is outdated, using phone lines to communicate instructions to begin pumping or switch to another well. The older six wells do not communicate with the newer wells due to software compatibility issues with one another as a modern system. In a modern system, if one well is compromised in some manner it would shut down and the other wells would handle the load.

It is time consuming to implement new wells. A series of steps must be completed as required by the State Water Works Service Board. To begin the process: (1) The city must have ownership of the property; (2) a new design is drawn up by an engineer; (3) Test wells are drilled and tested; (4) A permit from the health department is obtained; (5) Bid documents are created for the construction. (6) A contractor is hired to build the well and complete an environmental impact report (EIR). All the above procedures take place approximately in the same general time frame. Orland currently has less than 3,000 service connections for the town. Towns with more than 3,000 connections have a different set of regulations.

If a developer is not within proximity of a well, they would need drill a new well and go through the same procedures meeting the State requirements. All hook-ups would be the developers infrastructure costs. The fire department would be involved to plan for hydrants. They must coordinate with the air pollution board about well generators. Orland currently has less than 3,000 service connections for the town. Towns with more than 3,000 connections have a different set of regulations.

Water Towers: The water towers are over 100 years and holds 80,000 gallons of water, which is considered small and not providing the required amount of water storage as required by the California Water Works Standards. (Orland Public Water System Capacity Study, 2014). The current water towers are not considered earthquake safe as water storage systems.



The City is pursuing funds for new ground storage tanks, which is expensive but needed to be updated in the future to meet the requirements of California Water Works.

City Council Meetings: There is a complaint form which can be used and it goes directly to the City Manager. Customers are encouraged to go to the City Council meetings for information. The City of Orland website has a place for questions, answers and information about all city services, including water. Water employees’ biggest frustration is that the public doesn’t make use of all the access available to water practices and reports. The information is posted online, is included in bills, is posted on social media and is available at meetings. Meetings are open to the public, but there is a lack of community involvement. There is more information available than they have ever had, but the public doesn’t seem to be aware of or utilize the information.

Retirement: Employees are on a PERS retirement system. Their health insurance is fully paid, although they do have a \$30 co-pay. There is a gap insurance plan available. The insurance plan includes vision and dental for the employee and family. There is a deferred compensation plan available. Employee injuries are handled through Med-Core.

FINDING AND RECOMMENDATION

Findings	Recommendations
<p>F1. The City of Orland Water Service Orland does not have a variable or standardized discount or grant rate for low income or senior citizens to provide affordable water.</p>	<p>R1. The Grand Jury recommends to investigate and implement an affordable water program to assist low income and senior citizens in obtaining affordable water.</p>

F2. The Grand Jury found that the technology between the nine wells are incompatible due to aged software and with common software all nine wells would be online and switching between one another.

F3. It was found that the City of Orland is researching ways to fund a ground water storage tank using grants, bonds, and reserves.

F4. The City of Orland has a plethora of information available to the general public on their website and at their office pertaining to water and its uses.

R2. While it is in the plans to update the water wells pumping software, the Grand Jury recommends that the Public Works Department and the City Manager place this as top priority to allow all nine-water wells to be online and communicating well to well.

R3. The Grand Jury recommends the Orland Public Water System to continue seeking grants and other funding sources through the state and federal grant systems to engineer and build an earthquake-compliant ground storage tank for water storage that meets the California WaterWorks Standards.

R4. The Grand Jury recommends Orland Public Water Service and Public Works Department research and implement internal and external methods of communication to provide transparency into the use of the reserves gained from the past and current raises to city homeowners.

COMMENDATION

The employees of the City of Orland Public Works – Public Water Services department were open, informative, and dedicated to their mission. The City of Orland’s Public Works site is easy to navigate and had the water rates listed on the first page. Other sites visited had the information buried, if it could be located at all.

REQUEST FOR RESPONSES

Pursuant to Penal Code Section 933.05, the Glenn County Grand Jury requests a thorough and complete response statements from:

Elected Officials or Heads of Agencies

Orland Public Works Department

Governing Body

Orland City Manager

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SENIOR NUTRITION PROGRAM

2017—2018 GLENN COUNTY GRAND JURY REPORT

ABSTRACT

Glenn County Senior Centers provide valuable nutrition and health services and resources as well as community interaction for Seniors.

A dependable resource for Glenn County seniors



Picture taken from Glenn County Senior Centers web page.

Many Seniors gather at the Orland and Willows Centers for lunch, social gatherings, and activities.

Glenn County Senior Centers and Senior Nutrition Program

PURPOSE

The Grand Jury wanted to know more about the operations and management of the Senior Centers and Nutrition Program.

BACKGROUND

Glenn County Senior Centers is a 501C3 non-profit organization that administers the two Senior Centers in Glenn County located in Orland at 19 Walker Street and Willows at 556 East Sycamore Street. The nutrition program for senior lunches is administered and run by the Glenn County Office of Education (GCOE) and receives financial assistance through Passages Area 3 Agency on Aging located in Chico to assist in purchasing equipment. The partnership with GCOE dates back over 31 years.

METHODOLOGY

Interviews were conducted by members Glenn County Grand Jury questioning key individuals responsible for the implementation of the senior programs. Passages Area 3 Agency on Aging provided financial information to the Grand Jury. Passages on Aging Area 3 can be found at www.passagescenter.org.

DISCUSSION

Glenn County Senior Centers provides for the facilities, utilities, and operational costs of the Senior Centers in Orland and Willows. On occasion and as needed, they also contribute to the cost of

the nutrition/meal expenses. GCOE provides for the nutrition personnel (one chef and one director) sharing the cost of meals with Passages Area 3 Agency on Aging. Fundraiser such as Senior-Rama, Glenn County Realtors Association Spaghetti, and the thrift store located in Willows provides additional income for the centers.



The chart below shows funding from Passages Area 3 Agency on Aging and the breakdown of yearly and daily congregate and home delivered meals per year. The five year trend shows the home delivered meals declining as the congregate meals shows minor changes.

Funding to Glenn County Office of Education Senior Nutrition and Transportation					
	2017-2018	2016-2017	2015-2016	2014-2015	2013-2014
Congregate Meals	\$53,697	\$54,683	\$53,644	\$54,911	\$59,811
Home Delivered Meals	\$67,774	\$66,024	\$64,582	\$63,996	\$56,048
One Time Only Funds:					
Congregate		\$6,021		\$7,603	
Home Delivered		\$12,953	\$3,521	\$4,236	\$2,571
Total Nutrition Funding	\$121,471	\$139,681	\$121,747	\$130,746	\$118,430
Transportation	\$8,000	\$8,000	\$8,000	\$8,970	\$9,126
Total Funding	\$129,471	\$147,681	\$129,747	\$139,716	\$127,556
Meals Served:					
Congregate	6745	9519	9904	11570	14509
Home Delivered	9893	15988	15263	12012	11479
Total Meals Served	16638	25507	25167	23582	25988

Note: Above figures for 2017-2018 are for nine months.

Average Daily Congregate	34	36	38	44	56
Average Daily Home Delivered	50	61	58	46	44

The Senior Nutrition Center provides other services and activities such as flu and pneumonia vaccine administration as well as blood pressure check by a nurse from the County Health Department; exercise classes conducted by volunteers; and assistance in tax preparation by volunteer tax professionals, etc.



Photos from Senior Nutrition Facebook site

GCOE administration is responsible for the kitchen nutritional services and the management of the program as it has evolved over the years to keep up with the ever-changing demands of nutritional guidelines.

The senior nutrition meal guidelines are aligned to State and Federal specifications, and nutrition specialists at Chico State. The kitchen is also regularly inspected by the Glenn County Health Department.

Every week the meal menu is published in the local newspaper and periodically flyers are distributed highlighting upcoming events or services occurring or being offered at one or both of the centers.

The meals for both Senior Centers are prepared at the Orland Senior Center kitchen. The meals for the Willows Senior Center are transported to Willows by the director and volunteer drivers in specialized containers keeping the food at proper temperatures.

At the Orland Senior Center, local vendors, stores or farmers deliver various food donations. These items are put on tables for seniors to take at will. These donated items are not used for the preparation of food for the regular nutrition meals that are served due to not being able to meeting State and Federal guidelines.

Both Senior Nutrition Centers serve one meal per day, at lunchtime, serving five meals a week at a cost of \$2.50 per meal and homeless people receive lunch at \$2. No one is turned away if they are unable to pay for lunch. Guests are invited and the suggested fee is \$5 per person.



The director is responsible for money collection, meal service statistics, and general operation involving meal distribution and arrangement of other services and events.

The director and volunteers make deliveries to homebound seniors. Leftover meals may be frozen and delivered to or taken home by seniors.

Future Plans: The Glenn County Office of Education is exploring ways to improve upon meal preparation and delivery for the senior nutrition program. One suggestion that is promising is the development of a student vocational education program that trains high school students in the food service and restaurant industry. This could expand the meal program to include a restaurant that could contribute to the expense coverage of the program and still be an integral part of senior nutrition provision. An advantage to this proposal is that the Willows Senior Center kitchen can be utilized to provide fresh meals to Willows congregate and home delivery instead of being transported from the Orland center.

FINDINGS and RECOMMENDATIONS

Findings	Recommendations
<p>F1. The Grand Jury found fresh hot meals are not prepared at the Willows Senior Center but are transported from Orland.</p>	<p>R1. Whereas, it is fiscally unfeasible at present to prepare fresh meals at both Senior Centers, the Glenn County Grand Jury recommend the Glenn County Office of Education to develop an innovative program such as the previously mentioned, vocational education restaurant program, to further improve upon the senior nutrition program.</p>
<p>F2. It was found that vendors, stores, and farmers do not, at present, leave donated items for seniors at the Willows Senior Center. They instead leave donations at the county’s food bank in Willows.</p>	<p>R2. It is recommended that the Willows Senior Center contact the food-bank for extra fresh produce to provide food assistance to local seniors.</p>
<p>F3. The Grand Jury found that financials on the Senior Center Nutrition program were not provided to the public.</p>	<p>R3. It is recommended that the Glenn County Office of Education Senior Nutrition Director publish annually the Senior Nutrition income and expense statements showing individual entities to their website, local newspapers, and posted at the Willows and Orland Senior Centers.</p>

COMMENDATION

The Glenn County Grand Jury finds that the Senior Nutrition Program and the Glenn County Senior Center program are to be commended for providing a valuable service to the community.

REQUEST FOR RESPONSES:

Pursuant to Penal Code section 933.05, the Glenn County Grand Jury requests a thorough and complete response statements from:

Elected Officials or Heads of Agencies

- **Glenn County Office of Education, Senior Nutrition Program Director**

Governing Bodies

- **Glenn County Office of Education, Superintendent.**

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Response Reports

to the



2016-2017

2017—2018 Glenn County Grand Jury

Response to the 2016-2017 Grand Jury Report

BOARD OF SUPERVISORS

SUMMARY:

Pursuant to Penal Code section 933.05, the Glenn County Grand Jury request the Board of Supervisors to respond to all Recommendations left by the 2016-2017 Grand Jury.

RECOMMENDATIONS

2016-2017 Grand Jury Report, Glenn County Jail/Corrections (Pages 9-12)

R1. Continued lobbying by the Board of Supervisors and Rural County Representatives (RCRC) and State Government to fund totally the (AB109) mandate placed on our County, resolving many of the budgetary issues the County faces. This funding could assist with staffing issues and facility deficiencies that are ongoing. An option of a county property tax and or sales tax increase could also be explored.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R2. Prudent support and hiring of appropriate grant writers by Glenn County Government leaders, seeking State and Federal Grants on an aggressive level.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R3. Develop a master plan for maintaining, updating and improving existing facilities and its safety and security. This includes hot water, possibly on demand for the savings these systems bring, resolve the water volume issues and updating the water softening abilities. Security fencing and cameras installed in the parking inmate transfer area between the jail and the courthouse. All security doors in question within the facility should be updated and or repaired. Including the control panel, vital to overall safety of staff and inmates.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R4. Establish medication continuity in a new contract renewal coming up later in 2017, to insure inmates receive necessary appropriate medication and treatment.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R5. Establish Solar Electrical abilities to offset increasing costs of electrical needs. It has come to the attention of the Grand Jury that ongoing consultations are progressing with a private company. Approval of a plan and implementation would put in place reduction of electrical costs from public utilities.

ACTION: Not Completed Will Be Completed Partly Completed Completed

Jane Hahn Juvenile Hall

R1. It has come to the Grand Jurys attention that this facility is being considered for closure by the County Board of Supervisors to help offset the budgetary issues within the county. Services are to be contracted out to Tehama County. It is possible that this would be detrimental to these juveniles, in that they already feel and deal with varying degrees of abandonment issues. Some have been in custody for a long length of time and have bonded with psychologists, counselors and staff of Jane Hahn Juvenile facility. Starting over, reliving and retelling life events for some could be a very traumatic issue. There is also the issue of reestablishing mental health care as they age out of the juvenile system. Another issue is the learning skills that takes place in a new and sometimes larger facility, meaning those in the new facility teach the transplants from Jane Hahn new skills that they would not have necessarily picked up at Jane Hahn. These new skills can then come back into the county as these same juveniles become adults, becoming an adult issue that may have been mitigated at the juvenile level. It is our finding that Jane Hahn Juvenile Facility should remain open and that investment in our youth would remain in place preventing them from becoming lifelong criminals of the future wasting resources and possibly lives.

ACTION: N/A Jane Hahn Juvenile Hall closed

R2. Funding for this facility should be in the forefront with all public safety funding, It is the responsibility of our elected officials to leave no stone unturned. Prudent support and hiring of appropriate grant writers by Glenn County Government leaders seeking State and Federal Grants on an aggressive level.

ACTION: N/A Jane Hahn Juvenile Hall closed

RESPONSE RECEIVED:

RE: Sheriff Department — Yes

RE: Jane Hahn Juvenile Facility— Yes

RE: Germantown/Artois Cemetery - Special Districts — Yes

FURTHER RESPONSE REQUIRED:

None



**GLENN COUNTY
BOARD OF SUPERVISORS**

Willows Memorial Hall, 2nd Floor
525 West Sycamore Street, Suite B-1
Willows, CA 95988

*John K. Viegas, District 1
Dwight Foltz, District 2
Vince Minto, District 3
Keith Corum, District 4
Leigh W. McDaniel, District 5*

September 19, 2017

The Honorable Donald Cole Byrd
526 West Sycamore Street
Willows, CA 95988

Dear Judge Byrd:

**SUBJECT: RESPONSE OF THE BOARD OF SUPERVISORS TO THE 2016/17 FINAL
GRAND JURY REPORT**

The Board of Supervisors would like to thank the Grand Jury for their time and effort in researching and coming up with thoughtful and meaningful recommendations in their 2016/17 Final Report.

Pursuant to Penal Code Section 933.05, the Board of Supervisors respectfully submits the attached responses to the recommendations set forth in the 2016/17 Final Grand Jury Report. In addition, the Board has reviewed responses received by County Departments and in general concurs with their comments and conclusions. More specific responses are on the attached pages by area of concern.

Please contact our office if you have any questions.

Sincerely,

GLENN COUNTY BOARD OF SUPERVISORS


Keith Corum, Chairman

cc: ✓ Margaret Ansel, 2017/18 Grand Jury Foreperson
Di Aulabaugh, Clerk of the Board

**GLENN COUNTY BOARD OF SUPERVISORS
RESPONSE TO THE 2016/2017 GRAND JURY REPORT**

(Pages 9 – 12) GLENN COUNTY JAIL / CORRECTIONS

Grand Jury Recommendation:

The 2016-2017 Glenn County Grand Jury recommends the following:

- R1. Continued lobbying by the Board of Supervisors and Rural County Representatives (RCRC) and State Government to fund totally the (AB109) mandate placed on our County, resolving many of the budgetary issues the County faces. This funding could assist with staffing issues and facility deficiencies that are ongoing. An option of a county property tax and or sales tax increase could also be explored.*
- R2. Prudent support and hiring of appropriate grant writers by Glenn County Government leaders, seeking State and Federal Grants on an aggressive level.*
- R3. Develop a master plan for maintaining, updating and improving existing facilities and its safety and security. This includes hot water, possibly on demand for the savings these systems bring, resolve the water volume issues and updating the water softening abilities. Security fencing and cameras installed in the parking inmate transfer area between the jail and the courthouse. All security doors in question within the facility should be updated and or repaired. Including the control panel, vital to overall safety of staff and inmates.*
- R4. Establish medication continuity in a new contract renewal coming up later in 2017, to insure inmates receive necessary appropriate medication and treatment.*
- R5. Establish Solar Electrical abilities to offset increasing costs of electrical needs. It has come to the attention of the Grand Jury that ongoing consultations are progressing with a private company. Approval of a plan and implementation would put in place reduction of electrical costs from public utilities.*

Response of the Board of Supervisors:

The Board of Supervisors concurs with the response of the Glenn County Sheriff's Office.

*Note: See attachment A for the following response from the Glenn County Sheriff's Office.

(Pages 13 - 16) JANE HAHN JUVENILE HALL

Grand Jury Recommendation:

The 2016-2017 Glenn County Grand Jury recommends the following:

- R1. It has come to the Grand Jury's attention that this facility is being considered for closure by the County Board of Supervisors to help offset the budgetary issues within the county. Services are to be contracted out to Tehama County. It is possible that this would be detrimental to these juveniles, in that they already feel and deal with varying degrees of abandonment issues. Some have been in custody for a long length of time and have bonded with psychologists, counselors and staff of Jane Hahn Juvenile facility. Starting over, reliving and retelling life events for some could be a very traumatic issue. There is also the issue of reestablishing mental health care as they age out of the juvenile system. Another issue is the learning skills that takes place in a new and sometimes larger facility, meaning those in the new facility teach the transplants from Jane Hahn new skills that they would not have necessarily picked up at Jane Hahn. These new skills can then come back into the county as these same juvenile become adults, becoming an adult issue that may have been mitigated at the juvenile level. It is our finding that Jane Hahn Juvenile Facility should remain open and that investment in our youth would remain in place preventing them from becoming lifelong criminals of the future wasting resources and possibly lives.*
- R2. Funding for this facility should be in the forefront with all public safety funding. It is the responsibility of our elected officials to leave no stone unturned. Prudent support and hiring of appropriate grant writers by Glenn County Government leaders seeking State and Federal Grants on an aggressive level.*

Response of the Board of Supervisors:

The Board of Supervisors concurs with the response of the Glenn County Probation Department.

*Note: See attachment B for the following response from the Glenn County Probation Department.

(Pages 17 – 18) **GERMANTOWN / ARTOIS CEMETERY SPECIAL DISTRICTS**

Grand Jury Recommendation:

The 2016-2017 Glenn County Grand Jury recommends that the German / Artois Cemetery District should try and secure State, Federal, or private grants, when available, in order to better maintain the cemetery.

Response of the Board of Supervisors:

Cemetery Districts are Special Districts with their own Board of Directors of which the Board of Supervisors has no authority over. That being said, the Board of Supervisors concurs with the response of the Germantown / Artois Cemetery Special District.

*Note: See attachment C for the following response from German Cemetery District

2017—2018 Glenn County Grand Jury

Response to the 2016-2017 Grand Jury Report

GLENN COUNTY JAIL/CORRECTIONS

SUMMARY:

2016-2017 Grand Jury Report, pages 9 – 12: Pursuant to Penal Code section 933.05, the Glenn County Grand Jury request the Glenn County Jail/Corrections to respond to all Recommendations left by the 2016-2017 Grand Jury.

RECOMMENDATIONS

2016-2017 Grand Jury Report, Glenn County Jail/Corrections (Pages 9-12)

R1. Continued lobbying by the Board of Supervisors and Rural County Representatives (RCRC) and State Government to fund totally the (AB109) mandate placed on our County, resolving many of the budgetary issues the County faces. This funding could assist with staffing issues and facility deficiencies that are ongoing. An option of a county property tax and or sales tax increase could also be explored.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R2. Prudent support and hiring of appropriate grant writers by Glenn County Government leaders, seeking State and Federal Grants on an aggressive level.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R3. R3. Develop a master plan for maintaining, updating and improving existing facilities and its safety and security. This includes hot water, possibly on demand for the savings these systems bring, resolve the water volume issues and updating the water softening abilities. Security fencing and cameras installed in the parking inmate transfer area between the jail and the courthouse. All security doors in question within the facility should be updated and or repaired. Including the control panel, vital to overall safety of staff and inmates.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R4. Establish medication continuity in a new contract renewal coming up later in 2017, to insure inmates receive necessary appropriate medication and treatment.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R5. Establish Solar Electrical abilities to offset increasing costs of electrical needs. It has come to the attention of the Grand Jury that ongoing consultations are progressing with a private company. Approval of a plan and implementation would put in place reduction of electrical costs from public utilities.

ACTION: Not Completed Will Be Completed Partly Completed Completed

REQUEST FOR RESPONSES

RE: Sheriff Department — Yes

RE: Board of Supervisors— Yes

Further response required:

R5. None



RICHARD L. WARREN, JR.
Sheriff/Coroner
Director O.E.S.

GLENN COUNTY SHERIFF'S OFFICE

Sheriff, Coroner, Civil Process, Office of Emergency Services, Animal Control
"Commitment to Service Dedication to Community"

TODD A. JAMES
Undersheriff
Deputy Director O.E.S.

August 14, 2017

The Honorable Donald Cole Byrd
Presiding Judge of the Superior Court, County of Glenn
526 W. Sycamore Street
Willows, CA 95988

RE: Response to the 2016-2017 Glenn County Grand Jury Report

Dear Judge Byrd:

The members of the Glenn County Sheriff's Office and I wish to thank the Grand Jury for their professionalism, expertise, and service to our community. It was a pleasure to work with Grand Jury members who were informed, objective, and involved in making our government and our community better.

Pursuant to Penal Code section 933.05, please accept the following response:

Finding F1 – I agree with the finding.

Finding F2 – I agree with the finding.

Finding F3 – I am unable to agree or disagree with the finding due to insufficient information. The jail administrative staff, County medical and mental health officials, and our contracted inmate medical provider meet quarterly to discuss quality and continuance of the medical/mental health care provided to inmates. There are also specific policies and procedures for the delivery of medication. Without knowing whether it was medical staff or custodial staff providing the information, it is inadvisable to speculate as to the possible issue.

Finding F4 – I agree with the finding.

Finding F5 – I agree with the finding.

Finding F6 – I agree with the finding.

Finding F7 – I agree with the finding.

Finding F8 – I agree with the finding.

543 W. Oak Street • Willows, CA 95988
Administration (530) 934-6441 • Fax (530) 934-6473
24 hour (530) 934-6431 • (530) 865-1122 • Fax (530) 934-6429
Jail (530) 934-6428 • Fax (530) 934-6427

Grand Jury Response
16/17 Final Report
August 14, 2017
Page 2

Recommendation R1 – The Glenn County Sheriff’s Office will continue to work in partnership with the Glenn County Board of Supervisors, the Rural County Representatives, and State Government to explore all opportunities to help fund the mandates placed on the Sheriff’s Office by AB109, as well as meet the staffing issues and facility deficiencies to operate a safe and secure jail facility.

Recommendation R2 – The Glenn County Sheriff’s Office will continually seek new funding sources and partnerships to enhance our ability to serve our community. We have had some recent success with partnering with grant writing support from the Health and Human Services Agency to seek funding for the SMART team, and to combine our efforts on emergency services to better leverage State and Federal grant funds. The Sheriff’s Office will work with the Board of Supervisors to find possible outside expertise that may lead to future funding availability.

Recommendation R3 – The Secured Facility Maintenance Supervisor has already been working on developing a master maintenance plan. Most key items and inefficiencies have been identified and prioritized for replacement; however, funding is still a key issue. We have been working with the County Facilities Planning Committee to find ways to fund needed repairs. The secured facilities maintenance supervisor was also sent to a special training class provided by the manufacturer of the security door, in order to inspect, repair, and replace security doors and locks.

Recommendation R4 – Safe, efficient, and professional health care in our jail facility is one of, and will continue to be, one of our utmost priorities. Part of any contract renewal or request for proposal will be continued training and methods or systems for oversight and quality assurance.

Recommendation R5 – The Glenn County Board of Supervisors and the County Facility Planning Committee are currently in the process of working with Air Con Industries to upgrade inefficient appliances and add solar power where feasible.

I wish to again express my gratitude to the Grand Jury for their effort, responsiveness, and cooperation and a special thanks to Foreperson Dright for his assistance and understanding. With the continued help of dedicated individuals that serve on Grand Juries, we will continue to progress and meet the needs of our County and our community. The men and women of the Glenn County Sheriff’s Office continually strive to improve and live up to our motto: *Commitment to Service, Dedication to Community*.

Sincerely,



Richard L. Warren Jr.
Sheriff/Coroner

Cc: Board of Supervisors

2017—2018 Glenn County Grand Jury

Response to the 2016-2017 Grand Jury Report

JANE HAHN JUVENILE HALL

SUMMARY:

2016-2017 Grand Jury Report, pages 13 – 16: Pursuant to Penal Code section 933.05, the Glenn County Grand Jury request the Glenn County Jail/Corrections to respond to all Recommendations left by the 2016-2017 Grand Jury.

RECOMMENDATIONS

R1. It has come to the Grand Jurys attention that this facility is being considered for closure by the County Board of Supervisors to help offset the budgetary issues within the county. Services are to be contracted out to Tehama County. It is possible that this would be detrimental to these juveniles, in that they already feel and deal with varying degrees of abandonment issues. Some have been in custody for a long length of time and have bonded with psychologists, counselors and staff of Jane Hahn Juvenile facility. Starting over, reliving and retelling life events for some could be a very traumatic issue. There is also the issue of reestablishing mental health care as they age out of the juvenile system. Another issue is the learning skills that takes place in a new and sometimes larger facility, meaning those in the new facility teach the transplants from Jane Hahn new skills that they would not have necessarily picked up at Jane Hahn. These new skills can then come back into the county as these same juveniles become adults, becoming an adult issue that may have been mitigated at the juvenile level. It is our finding that Jane Hahn Juvenile Facility should remain open and that investment in our youth would remain in place preventing them from becoming lifelong criminals of the future wasting resources and possibly lives.

ACTION: NA Jane Hahn Juvenile Hall was closed June 2017.

R2. Funding for this facility should be in the forefront with all public safety funding. It is the responsibility of our elected officials to leave no stone unturned. Prudent support and hiring of appropriate grant writers by Glenn County Government leaders seeking State and Federal Grants on an aggressive level.

ACTION: NA Jane Hahn Juvenile Hall was closed June 2017

REQUEST FOR RESPONSES

RE: Department Head of the Glenn county Probation Department— Yes

RE: Board of Supervisors— Yes

Further response required:

None



GLENN COUNTY PROBATION DEPARTMENT
Brandon D. Thompson - Chief Probation Officer
541 West Oak Street
Willows, California 95988
Office: 530.934.6416 Facsimile: 530.934.6468

August 25, 2017

Honorable Donald Cole Byrd
Presiding Judge
Glenn County Superior Court
526 West Sycamore St.
Willows, CA 95988

RE: Response to the 2016-2017 Grand Jury Report

Your Honor:

This letter is in response to the report prepared by members of the Grand Jury with regard to the most recent inspection of the Jane Hahn Juvenile Hall. At that point in time, the facility was still in service. The two recommendations of the Grand Jury requiring responses were made assuming its continued operation.

By way of background, on May 2, 2017, it was determined by the Glenn County Board of Supervisors that it was not fiscally sound to continue to operate a full service facility. This was based on the fact that for several years the average daily population of the hall been steadily declining. Although, at capacity juvenile hall can house up to 22 minors, it consistently housed between 6-8 minors a day. The department was directed to explore any proposals that would result in at least \$500,000 in savings to the county in order for the facility to operate, albeit in a limited capacity.

On May 16, 2017, a proposal was submitted to the Board of Supervisors however, in order to achieve the savings threshold, it require the layoff of 12 full-time staff. The department's proposal was to house minors in neighboring Tehama County and transport them to school daily in Glenn County and take them back after school. During the weekend, all minors would be housed in Tehama County. The rationale behind doing this was to allow minors to continue to receive their education locally, as well as receive treatment and medical services within their community. Most importantly, it also allowed for regular visitation with family to avoid minors from feeling isolated due to being housed so far away. The proposed model would also serve as a day/evening reporting center for both minors and adults on probation with deputy probation officers facilitating evidence based programming in an effort to reduce recidivism within the two populations.

Grand Jury Response
2016-2017 Final Report
August 25, 2017
Page 2

On May 30, 2017, the proposal was unanimously approved by the Board of Supervisors. On June 6, 2017, the contract to house up to eight minors a day at the Tehama County Juvenile Hall was ratified.

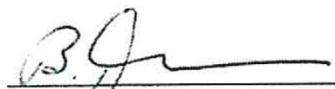
On June 26, 2017, I made the decision to suspend the implementation of the proposal due to several instances involving assaults that had occurred during the daily transports between the counties. Since that time, the facility has not been in operation.

In speaking with representatives from the California Board of State and Community Corrections, the facility could be re-opened at a later date as long as the required fire inspections are maintained, however given the fiscal unpredictability at the local level, it is doubtful the facility will be re-opened in the distant future.

With that said, I concur wholeheartedly with each of the recommendations presented by the Grand Jury and appreciate their attention to detail despite the fact the decision was made to close the facility. Many of the same concerns identified in report have been echoed previously by the department. The positive impacts of providing services locally cannot be overstated.

As well, I am humbled by the level of professionalism exhibited by each of my staff, both sworn and institutional these last few months as they've adjusted to all of the changes associated with the closure of the Jane Hahn Juvenile Hall. During my 11-year tenure as chief, I have had the opportunity to work with some of the most talented, selfless, and hardest working individuals our profession has to offer. Without their influence, many of those we serve would continue along the downward spiral of addiction, crime and despair. Their efforts make our community a much safer place to live.

Sincerely,



Brandon D. Thompson
Chief Probation Officer

cc: Glenn County Board of Supervisors
Glenn County Juvenile Justice Commission

2017 2018 Glenn County Grand Jury

Response to the 2016-2017 Grand Jury Report

GERMANTOWN/ARTOIS CEMETERY —SPECIAL DISTRICTS

SUMMARY:

2016-2017 Grand Jury Report, pages 13 – 16: Pursuant to Penal Code section 933.05, the Germantown/Artois Cemetery-Special Districts respond to all Recommendations left by the 2016-2017 Grand Jury.

RECOMMENDATIONS

R1.The Germantown/Artois Cemetery District should try and secure State, Federal, or private grants, when available, to better maintain the cemetery.

ACTION: Not Completed Will Be Completed Partly Completed Completed

REQUEST FOR RESPONSES

RE: Germantown Cemetery District — Yes

RE: Board of Supervisors— Yes

Further response required:

None

August 15, 2017

To the Honorable Judge :Donald Cole Byrd

2016-17 Grand Jury Final Report

Pursuant to Penal Code Section 933(c)

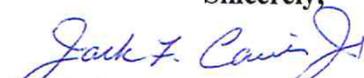
The German Cemetery District Board of Trustees has discuss the issue at past board meetings, of trying to secure different kinds of grant money for the cemetery to fix some of the headstones at the cemetery of families who no longer live in the area.

It was also discuss at the board meeting to contact someone at the Bayliss Library Commission about if the German Cemetery could be consider a historical site and request some state grant money for it.

The Board of Trustees will continue to be proactive in maintaining the German Cemetery in excellent condition and trying to secure grant money to fix some of the gravesites at the cemetery.

CC: Glenn County Board of Supervisors

Sincerely,


Jack Cavier Jr. –President
German cemetery District

2017 2018 Glenn County Grand Jury

Response to the 2016-2017 Grand Jury Report

GLENN COUNTY SPECIAL EDUCATION PROGRAM

SUMMARY:

2016-2017 Grand Jury Report, pages 13 – 16: Pursuant to Penal Code section 933.05, the Glenn County Grand Jury request the Glenn County Special Education Program to respond to all Findings and Recommendations left by the 2016-2017 Grand Jury.

RECOMMENDATIONS

Hamilton City High School

R1. Changing the employment status of the part-time teacher to full-time will reduce the current caseload of the Resource Specialist. The Hamilton City Board of Education and the Glenn County Office of Education Board of Trustees should make every effort to obtain funding for the increase of special education teacher hours needed to meet all students learning needs.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R2. In order to support both special education and mainstream students, it is recommended that the Hamilton City Board of Education provide a full-time librarian to better serve both special education and mainstream students.

ACTION: Not Completed Will Be Completed Partly Completed Completed

Princeton High School

R1. The Princeton School should reach out to potential funding sources through state, federal, local school districts, and private non-profit organizations for grants to ensure the continuation of the Youth Employment Services program.

ACTION: Not Completed Will Be Completed Partly Completed Completed

Willows High School

No Recommendations

REQUEST FOR RESPONSES

RE: Hamilton City High School— Yes

RE: Princeton High School— Yes

RE: Willows High School—None Required

RESPONSE RECEIVED

RE: Hamilton City High School— Yes

RE: Princeton High School— No

RE: Willows High School—No

Further response required:

The 2017-2018 Grand Jury requests the 2018-2019 Grand Jury to follow-up with Princeton High School non-submission of a response to the 2016-2017 Grand Jury .

Hamilton Unified School District

620 Canal Street
P.O. Box 488
Hamilton City, CA 95951

Charles Tracy, Superintendent

(530) 826-3261
(530) 826-0440 (Fax)
www.husdschools.org

July 31, 2017

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

Dear Judge Byrd,

I am writing to you regarding the Grand Jury Report issued June 2, 2017, specifically the entries made regarding special education at Hamilton High School by the Grand Jury Educational Committee. First allow me to thank you and the members of the Grand Jury for your efforts each year to provide us guidance and accountability in our collective efforts to provide the citizens of Glenn County full service as a governmental agency.

While no response is necessary, from our District, I am gravely concerned regarding some of the information provided to the committee as not being complete. The second issue is that none of the Grand Jury members attempted to contact me in the inquiry process for clarification or to determine fully the information provided to them was accurate.

At issue is the notation in the report on Page 22, "Findings" that Hamilton Unified School District (HUSD), specifically Hamilton High School has no librarian. This is not an accurate finding as we do have a contract with the Glenn County Office of Education (GCOE) for library services as prescribed by Education Code 18120, 44868. This service is provided to our District libraries at both Hamilton High School and Hamilton Elementary School by Ms. Anna Lane, GCOE Librarian.

Secondly, we provide two Library Aids, one at Hamilton Elementary School and one at Hamilton High School as per the aforementioned education code and by HUSD Governing Board Policies to provide guidance to all students who use or need library services.

As per the entries to the special education needs, I believe further questioning would have helped the jury members understand the needs of our District and those of other county schools as well. Our change in schedule actually assists students with better guidance and curricular progress and in most cases reduces the per period instruction. Our "Push In" model where credentialed special education teachers work within most general education classes at the high school level provides two credentialed teachers in the classroom where a high number of special education students are receiving core academic and sometimes elective educational instruction.

Last year, our High School Special Education Teacher approached me requesting additional assistance with special education student support in mathematics. This request was met with a two period math content teacher whom the District hired to push into the special education math classes and assist that teacher with mathematic support. At the same time, as Superintendent, I made a formal request of the Glenn County

The Hamilton Unified School District will provide a safe, rigorous, and engaging educational experience that promotes student academic success, respect, and citizenship in a caring environment.

Hamilton Unified School District

620 Canal Street
P.O. Box 488
Hamilton City, CA 95951

Charles Tracy, Superintendent

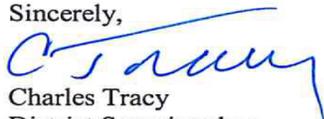
(530) 826-3261
(530) 826-0440 (Fax)
www.husdschools.org

SELPA Director to add additional hours to a special education math content specialist for Hamilton High School for the 2017-2018 school year. As of this writing, I have not heard of that request being granted, however I am still hopeful.

The District and the School Board believes that our students, general education students or those with special needs deserve the very best we can provide. I would greatly encourage the Grand Jury when conducting such inquiries to ensure that Districts and district leaders have a chance to provide all the information needed to help the Grand Jury members to gather as much information for their report so our citizens of Glenn County may better understand how our respective agencies are serving them.

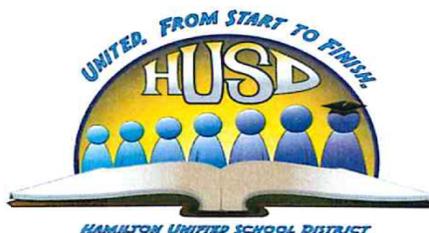
I respectfully request that my response be added to the Glenn County 2016-2017 Grand Jury Report.

Sincerely,



Charles Tracy
District Superintendent
Hamilton Unified School District

cc: Tracey Quarne, Glenn County Superintendent of Schools
Jacqueline Campos, Assistant Superintendent, Glenn County Office of Education
Gabriel Leal, Board President, Governing Board of the Hamilton Unified School District



The Hamilton Unified School District will provide a safe, rigorous, and engaging educational experience that promotes student academic success, respect, and citizenship in a caring environment.

Instruction

BP 6163.1(a)

LIBRARY MEDIA CENTERS

The Governing Board recognizes that school libraries support the educational program by providing access to a variety of informational and supplemental resources that can help raise the academic achievement of all students. The Board desires that school libraries be stocked with up-to-date books, reference materials, and electronic resources that promote literacy, support academic standards, and prepare students to become lifelong learners.

(cf. 0440 - District Technology Plan)

(cf. 1330.1 - Joint Use Agreements)

(cf. 6011 - Academic Standards)

(cf. 6163.4 - Student Use of Technology)

(cf. 7110 - Facilities Master Plan)

The Superintendent or designee may, in consultation with teacher librarians, classroom teachers, administrators, parents/guardians, and students as appropriate, develop and regularly update a plan for school libraries that describes the district's goals for school libraries and how funds will be distributed to school sites to support libraries. As appropriate, the plan may also address staffing, facilities, selection and evaluation of materials, the development and maintenance of classroom libraries, prevention of loss or damage of library materials, prioritization of needs, and other related matters. The Superintendent or designee shall ensure that the library plan is aligned with the district's local control and accountability plan and other district and school plans.

(cf. 0200 - Goals for the School District)

(cf. 0400 - Comprehensive Plans)

(cf. 0420 - School Plans/Site Councils)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 5125.2 - Withholding Grades, Diploma or Transcripts)

(cf. 6161.2 - Damaged or Lost Instructional Materials)

Staffing

To staff school libraries, the district may employ one or more teacher librarians who possess appropriate credentials issued by the Commission on Teacher Credentialing. (Education Code 18120, 44868; 5 CCR 80024.6, 80053)

(cf. 4112.2 - Certification)

(cf. 4113 - Assignment)

The Superintendent or designee may assign teacher librarians to perform the following duties in accordance with the authorizations of their credential: (5 CCR 80053, 80053.1)

1. Instruct students in accessing, evaluating, using, and integrating information and resources in the library program and/or provide departmentalized instruction in information literacy, digital literacy, and digital citizenship

BP 6163.1(b)

LIBRARY MEDIA CENTERS (continued)

2. Plan and coordinate school library programs with the district's instructional programs through collaboration with teachers
3. Select materials for school and district libraries
4. Develop and deliver staff development programs for school library services
5. Coordinate or supervise library programs at the school or district level
6. Plan and conduct a course of instruction for students who assist in the operation of school libraries
7. Supervise classified personnel assigned school library duties
8. Develop procedures for and management of the school and district libraries

The Board also may appoint classified paraprofessionals to serve as library aides or library technicians. Volunteers may assist with school library services in accordance with law, Board policy, and administrative regulation.

(cf. 1240 - Volunteer Assistance)

(cf. 4222 - Teachers Aides/Paraprofessionals)

Hours of Operation

School libraries shall be open for use by students and teachers during the school day. (Education Code 18103)

With the approval of the Board, a school library may be open at other hours outside the school day, including evenings and Saturdays. Any library open to serve students during evening and Saturday hours shall be under the supervision of a certificated employee who consents to the assignment. (Education Code 18103)

Selection and Evaluation of School Library Materials

Library materials shall include print and electronic resources that align with the curriculum and are accessible to students with varying cognitive or language needs.

Library materials shall be evaluated and selected through a process that invites recommendations from administrators, teachers, other staff, parents/guardians, and students as appropriate.

BP 6163.1(c)

LIBRARY MEDIA CENTERS (continued)

(cf. 6144 - Controversial Issues)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)
(cf. 6161.11 - Supplementary Instructional Materials)

Library materials shall be continually evaluated in relation to evolving curricula, new formats of materials, new instructional methods, and the needs of students and teachers. Materials that contain outdated subject matter or are no longer appropriate shall be removed.

(cf. 3270 - Sale and Disposal of Books, Equipment and Supplies)

All gifts and donations of school library materials shall be subject to the same criteria as materials selected for purchase by the district.

(cf. 1260 - Educational Foundation)
(cf. 3290 - Gifts, Grants and Bequests)

Complaints regarding the appropriateness of library materials shall be addressed using the district's procedures for complaints regarding instructional materials.

(cf. 1312.2 - Complaints Concerning Instructional Materials)

Fees

Students shall be allowed to borrow school library materials at no charge for use in the library and classrooms as well as out of school. (5 CCR 16042)

(cf. 3260 - Fees and Charges)

To encourage students to return materials in a timely manner, a nominal fee shall be charged for the late return of materials.

Library Instruction

Teacher librarians and/or classroom teachers shall provide library instruction to develop students' information literacy skills. Such instruction shall be aligned with state academic standards for library instruction and shall prepare students to:

1. Access information by applying knowledge of the organization of libraries, print materials, digital media, and other sources
2. Evaluate and analyze information to determine appropriateness in addressing the scope of inquiry
3. Organize, synthesize, create, and communicate information

BP 6163.1(d)

LIBRARY MEDIA CENTERS (continued)

4. Integrate information literacy skills into all areas of learning and pursue information independently to become life-long learners

Teacher librarians also may provide support to teachers, administrators, and other staff by identifying instructional materials that will aid in the development of curriculum and instructional activities and by providing information about effective and ethical uses of school library services and equipment.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

(cf. 6141 - Curriculum Development and Evaluation)

Program Evaluation

The Superintendent or designee shall annually assess and report to the Board regarding the condition and use of school libraries. The assessment shall evaluate, at a minimum:

1. Access of students and staff to school libraries during school hours and, as appropriate, access outside the school day
2. The process and frequency by which students are allowed to check out library materials
3. Staffing levels, qualifications, and number of hours worked
4. The quality of the collection at each library, including, but not limited to, the total number of books in the collection, number of books per student, amount expended during the year for the purchase of new resources, and the number of resources discarded and added during the year
5. Any special programs offered at the school to encourage reading and/or library use
6. The adequacy of the facility space and equipment designated for the school library
7. The source(s) and adequacy of funding for school libraries

The district shall, on or before August 31 each year, report to the CDE on the condition of its school libraries for the preceding year ending June 30. (Education Code 18122)

Legal Reference: (see next page)

BP 6163.1(e)

LIBRARY MEDIA CENTERS (continued)*Legal Reference:*EDUCATION CODE*1703 Coordination of district library services by county superintendent**1770-1775 Provision of library services by county superintendent**18100-18203 School libraries**18300-18571 Union high school district/unified school district library district**19335-19336 Reading Initiative Program; recommended books**35021 Volunteer aides**44868-44869 Qualifications and employment of library media teachers**45340-45349 Instructional aides*CODE OF REGULATIONS, TITLE 5*16040-16043 School libraries**80023-80023.2 Emergency permits, general requirements**80024.6 Emergency teacher librarian services permit**80026-80026.6 Emergency permits**80053-80053.1 Teacher librarian services credential**Management Resources:*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS*Examples of Model School Library Standards for California Public Schools Supporting Common Core State Standards (CCSS) for English Language Arts and Literacy in History/Social Studies, Science, and Technical Subjects, rev. February 2012**Model School Library Standards for California Public Schools: Kindergarten Through Grade Twelve, 2010 (includes standards for student instruction as well as program standards)**Looking at the School Library: An Evaluation Tool, 2003**Recommended Literature: Kindergarten Through Grade Twelve*CALIFORNIA SCHOOL LIBRARY ASSOCIATION PUBLICATIONS*Standards and Guidelines for Strong School Libraries, 2004*WEB SITES*American Association of School Libraries: <http://www.ala.org/aasl>**California Department of Education, School Libraries: <http://www.cde.ca.gov/ci/cr/lb>**California School Library Association: <http://www.csla.net>*

Policy
adopted: February 22, 2017

HAMILTON UNIFIED SCHOOL DISTRICT
Hamilton City, California

2017—2018 Glenn County Grand Jury

Response to the 2015-2016 Grand Jury Report

ORLAND HAIGH FIELD AND WILLOWS GLENN AIRPORTS

SUMMARY

2015-2016 Grand Jury Report, pages 20-21. Pursuant to Penal Code section 933.05, the Glenn County Grand Jury request the Orland Haigh Field and Willows Glenn Airports to respond to all Findings and Recommendations left by the 2016-2017 Grand Jury.

A response was sent however a copy of the original could not be found. The 2016-2017 Grand Jury requests that a new response be drafted, and the 2017-2018 Grand Jury follow up and print the response as part of their report

RECOMMENDATIONS:

The Industrial park at the Orland Haigh Field be marketed to increase revenue and to create a cash surplus for replacement of old equipment and repairs.

ACTION: Not Completed Will Be Completed Partly Completed Completed

REQUEST FOR RESPONSES

RE: Willows Airport— Yes

RE: Orland Haigh Field— Yes

RESPONSE RECEIVED

RE: Willow Airport— Yes

RE: Orland Haigh Field— Yes

Further response required:

None

**GLENN COUNTY
Planning & Public Works Agency**

P.O. Box 1070 / 777 N. Colusa Street
Willows, CA 95988
530.934.6530 Fax 530.934.6533
www.countyofglenn.net



Honorable Donald Byrd
Presiding Judge
Glenn County Superior Court
526 West Sycamore Street
Willows, CA 95988

RE: 2016-2017 Glenn County Grand Jury Report and Response
to Findings and Recommendations for the Orland Haigh Field
and Willows Glenn Airports

Dear Sir:

This letter is in response to the report prepared by member of the Glenn County Grand Jury with regard to their inspection of the Orland Haigh Field and the Willows Glenn Airport.

Although there were no issues identified, there was a recommendation noted in their report:

The Industrial Park at the Orland Haigh Field airport be marketed to increase revenue and to create a cash surplus for replacement of old equipment and repairs.

Response:

The County is committed to the development of the industrial park at the Orland Haigh Field. The County is currently in the second year of a three year interagency agreement between the Planning & Public Works Agency and the Health & Human Services Agency for the purpose of providing economic development and marketing services to the County. A large component of that program is the marketing of the Orland Haigh Field. Additionally there is a web page dedicated to the Orland Haigh Field Industrial Park and resources dedicated to the implementation of the County's Economic Development Strategy.

Sincerely,



Di Aulabaugh
Deputy Director

CC: Board of Supervisors

Airports, Boat Launch Facilities, Building Inspection, Capital Projects, County Parks, County Surveyor, Engineering, Facilities Maintenance, Fleet Services, Flood Control, Planning, Public Transit, Road & Bridge Maintenance, Solid Waste

2017 2018 Glenn County Grand Jury

Response to the 2014-2015 Grand Jury Report

ORLAND UNIFIED SCHOOL DISTRICT

SUMMARY:

2014-2015 Grand Jury Report, pages 30 – 33: Pursuant to Penal Code section 933.05, the Glenn County Grand Jury requests that the Orland Unified School District to respond to all Findings and Recommendations left by the 2014-2015 Grand Jury.

The 2015-2016 Responses requested that the 2016-2017 Grand Jury reopened and pursued the detailed recommendations provided to them by the 2014-2015 Grand Jury. The 2016-2017 Grand Jury overlooked the request to reinvestigate the Orland Unified School District; therefore the 2017-2018 Grand Jury reopened the investigation and performed a follow-up to the completion to the recommendations

RECOMMENDATIONS

Fiscal/Administrative

R1. Policies and procedures relating to Fiscal and Administrative issues are in place, but have not been followed. The Orland Unified School District Board of Trustees needs to understand and implement the existing fiscal and administrative policies which are set forth in the Board of Trustees Board Policy and Administrative Regulations.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R2. Modify the Board Policy and Administrative Regulations to require:

- a. all employees prepare and submit timesheets,
- b. all timesheets be approved in writing by supervisor,
- c. superintendent timesheet be approved in writing by the Board of Trustees,
- d. all original, signed timesheets be retained for the timeframe recommended by generally accepted accounting principles (GAAP), and absent specific direction relative to timesheets, no less than 7 years.
- e. Vacation accruals, comprehensive time off (CTO), and sick leave should be calculated by the Director of Personnel as accrued for all personnel, including the Superintendent.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R3. Review, identify, and establish a process for employees to confidentially file complaints and grievances similar to those processes supported by the union representing California School Employees' Association, so that fair and equitable resolution can be reached without fear of retaliation.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R4. Ensure that the Board Policy and Administrative Regulations is readily available to all staff and the public at each school site, and maintain the currency of said Manual.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R5. Ensure that all designated employees file the Fair Political Practices Commission Statement of Economic Interests Form 700 (public disclosure of personal assets and income) and that a copy of the Form 700 is retained at the District Office for public review. Form 700 is a public document and public access must be provided.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R6. Create and maintain desk manuals for all administrative staff positions at District Office and each school site to include operational and fiscal (money handling) processes.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R7. Establish policy and procedure for distribution and oversight of the issuance of District credit cards for gasoline and other expenditures, monthly stipends for gas, monthly stipends for cell phones or other technology that ensures no duplication of benefit. For example, a gasoline credit card, a monthly gas stipend, and a District vehicle should not be issued to a single individual without documentation of extraordinary expenses which require approval and sign-off of the full Board of Trustees, in addition to the Superintendent.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R8. Establish a new policy that any expenditure of funds outside of usual and customary operations expenditures require full Board of Trustee approval and sign-off.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R9. Design and provide cross training of district business and finance personnel.

ACTION: Completed Will Be Completed Partly Completed Completed

R10. Design and conduct professional development training for Governing Board Members on existing policies, policy development and monitoring, and fiscal oversight and management.

ACTION: Not Completed Will Be Completed Partly Completed Completed

Personnel

R1. Policies and procedures relating to personnel are in place, but have not been followed. The Orland Unified School District Board of Trustees needs to understand and implement the existing personnel policies which are set forth in the Board of Trustees Board Policy and Administrative Regulations.

ACTION: Not Complete Will Be Completed Partly Completed Completed

Bond/Building/Real Estate Projects

R1. Revise Board Policy and Administrative Regulations to restrict the Superintendent’s authority to enter into specified contracts and agreements without prior full Board review and approval.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R2. Retain a comprehensive file of the documents pertaining to the purchase of the new district office administrative building.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R3. Secure and retain comprehensive documentation of all Orland Unified School District Lease/Lease-Back building projects.

ACTION: Not Completed Will Be Completed Partly Completed Completed

R4. Obtain an independent commercial real estate appraisal of the building at 903 South Street (new District Office building).

ACTION: Not Completed Will Be Completed Partly Completed Completed

R5. Review and ensure that all Orland Unified School District real estate transactions have been filed and recorded as public documents.

ACTION: Not Completed Will Be Completed Partly Completed Completed

Co-Star Grant

The Orland Unified School District is a participant in the Co-Stars Grant that is administered by California State University, Chico. This is a cost reimbursement grant. Invoices are submitted quarterly to CSUC, the Orland Unified School District is then reimbursed for the identified costs of operating the Grant in the Orland Unified School District. This is not a form of additional compensation for individuals performing their usual and customary duties and responsibilities in support of the grant.

The Grand Jury recommends that the Orland Unified School District actively seek reimbursement from those individuals who were provided with “stipend” payments during Orland Unified School District’s participation in the Co-Stars Grant Program, from the first sub-award of the Grant to the present time.

ACTION: Not Completed Will Be Completed Partly Completed Completed

REQUEST FOR RESPONSES

RE: Orland Unified School District Board of Trustees—Yes
— Listed in the 2014-2015 Grand Jury Report

RE: Orland Unified School District Superintendent— Yes
— Listed in the 2014-2015 Grand Jury Report

RE: Glenn County Office of Education—Yes
— Listed in the 2014-2015 Grand Jury Report

RESPONSE RECEIVED

RE: Orland Unified School District Board of Trustees— Yes
Listed in the 2015-2016 Grand Jury Report

RE: Orland Unified School District Superintendent— Yes
Listed in the 2015-2016 Grand Jury Report

RE: Glenn County Office of Education—No
Received and posted in the 2017-2018 Responses (See next page)

FURTHER RESPONSE REQUIRED

No



Office of the Superintendent

311 S. Villa Avenue, Willows CA 95988 (530) 934-6575 ♦ FAX (530) 934-6611

www.glenncoe.org ♦ traceyquarne@glenncoe.org

Tracey J. Quarne, Superintendent

November 3, 2017

The Honorable Donald C. Byrd, Presiding Judge
Glenn County Superior Court
526 W Sycamore St, #B
Willows, CA 95988

Margaret Ansel, Foreperson
Glenn County Grand Jury
PO Box 1023
Willows, CA 95988

RE: 2014-2015 Grand Jury Final Report Response

Dear Judge Byrd and Foreperson Ansel:

Thank you for your communique of October 18 informing this office that your offices had not received a response to the 2014-2015 Grand Jury Final Report from this agency. Please note this office is most respectful of the Grand Jury (GJ) and its responsibility to serve as the ombudsman for the citizenry of Glenn County: we sincerely apologize for this oversight.

The Education Committee of the 2014-2015 Grand Jury focused on the following areas of concern within the Orland Joint Unified School District:

- 1) Fiscal/Administrative;
- 2) Personnel;
- 3) Bond/Building/Real Estate Projects; and,
- 4) Co-Stars Grant.

Prior to the 2014-2015 Grand Jury beginning its investigation of the Orland Joint Unified School District (OJUSD), the Glenn County Superintendent of Schools (GCSS) had initiated those processes allowed by California Education Code to remedy the issues identified in the GJ report (see attachment "a"). Most significant is the Declaration of Fiscal Emergency, dated April 4, 2014. Declaring a district in 'fiscal emergency' status is the strongest action a county superintendent can enact in attempting to remedy districts fiscal issues.

Concurrent with the work of the Education Committee, the Glenn County Office of Education (GCOE) was heavily involved with investigations of the above matters. In addition to investigatory and fiscal recovery efforts of GCOE staff, the Glenn County Superintendent of Schools (GCSS) enlisted the services of the following

"Glenn County Office of Education is an Equal Opportunity Provider and Employer"

- 1) Pat Goss, Fiscal Advisor
- 2) Jan Combs, Fiscal Advisor;
- 3) Ed Changus, Fiscal Advisor;
- 4) Armand Brett, Ed. D., District Administrative Advisor, Special Education; and,
- 5) Robert "Bob" Douglas, Interim District Superintendent.

Additionally, the GCSS contracted the services of the Fiscal Crisis and Management Assistance Team (FCMAT) for two (2) distinct audits. The first audit was a general audit which determined if the district would be able to restore itself to fiscal solvency without a loan from the state treasury. Should a loan have been required, this audit would have determined the amount of the loan to bridge the district from a status of fiscal distress to fiscal solvency.

The second audit was an "Extraordinary Audit." An Extraordinary Audit is triggered when a county superintendent receives credible information alleging "... fraud, misappropriation of funds or other illegal fiscal practices have occurred that merit examination."

The FCMAT Study Team that was assembled to perform both audits and investigate the finances and fiscal practices of the OJUSD included:

- 1) Anthony Bridges, FCMAT Deputy Executive Officer
- 2) Deborah Deal, FCMAT Fiscal Intervention Specialist;
- 3) Laura Haywood, FCMAT Technical Writer;
- 4) Dean Bubar, FCMAT Consultant; and,
- 5) Scott Sexsmith, FCMAT Management Analyst.

The FCMAT Extraordinary Audit Report was released on August 12, 2014 (see attachment "b"). FCMAT's recommendation (see p 31, FCMAT Extraordinary Audit, August 12, 2014) reads:

The county superintendent should:

1. *Notify the governing board of the school district, the state controller, the superintendent of public instruction, and the local district attorney that fraud or misappropriation of district funds and/or assets may have occurred.*

These notifications were made.

Further, the GCSS met with the Education Committee on two occasions during the 2014-2015 year, and the Office of the Attorney General of the State of California.

Three of the experts the GCSS had enlisted to assist the district in its quest to return to fiscal solvency (Ed Changus, Armand Brett, and Bob Douglas) are retired district superintendents. Bob Douglas also

Grand Jury
2014-2015 Response
page 3

served as a county superintendent in both Plumas and Tehama Counties. The combined expertise of these veteran educators/administrators was of immeasurable benefit to the district.

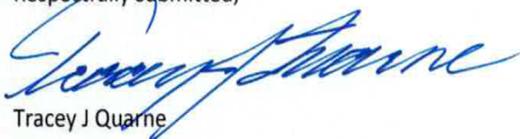
Additionally, the GCOE staff met with representatives of the district on numerous occasions to review budgets, revenue and expenses, and develop cut lists.

The efforts put forth to benefit the OJUSD were exhaustive: the result of these efforts being the district was able to restore themselves to a status of fiscal solvency. In addition to this tremendous team effort, that which served the district quite handily was the advent of the newly designed "Local Control Funding Formula." This new funding formula, brought forth by the California Legislature, contributed increased revenue from \$17,797,038 in 2013-14 to \$20,001,053 in 2014-15, and to \$24,112,365 in 2015-16. The increased revenue from 2013-14 to 2015-16 was \$6,315,327, an increase of 35.5% (see attachment "c").

As the district was served by Interim Superintendent Bob Douglas, a trusted veteran who undertook the task of addressing the concerns and issues presented in the FCMAT report, and that revenues had increased to satisfy fiscal issues at that time, the GCSS released the district from its status of fiscal distress.

Given a thorough analysis of fiscal issues had been performed, the issues discovered had been addressed, that matters of potential fraud and/or misappropriation of funds had been pursued to the fullest extent possible, and revenues were handily covering expenses, the GCSS renders the matters considered at that time closed.

Respectfully submitted,



Tracey J Quarne
Glenn County Superintendent of Schools

Appendix

to the



2017-2018

Glenn County

Grand Jury Reports



California Public Employees' Retirement System
Actuarial Office
 P.O. Box 942701
 Sacramento, CA 94229-2701
 TTY: (916) 795-3240
 (888) 225-7377 phone · (916) 795-2744 fax
 www.calpers.ca.gov

July 2017

MISCELLANEOUS PLAN OF THE COUNTY OF GLENN (CalPERS ID: 3880586994)
Annual Valuation Report as of June 30, 2016

Dear Employer,

As an attachment to this letter, you will find a copy of the June 30, 2016 actuarial valuation report of your pension plan. Your 2016 actuarial valuation report contains important actuarial information about your pension plan at CalPERS. Your CalPERS staff actuary, whose signature appears in the "Actuarial Certification" section on page 1, is available to discuss the report with you after August 31, 2017.

Required Contributions

The exhibit below displays the minimum required employer contributions and the Employee PEPRA Rate for Fiscal Year 2018-19 along with estimates of the required contributions for Fiscal Years 2019-20 and 2020-21. Member contributions other than cost sharing (whether paid by the employer or the employee) are in addition to the results shown below. **The required employer contributions in this report do not reflect any cost sharing arrangement you may have with your employees.**

Fiscal Year	Employer Normal Cost Rate	Employer Amortization of Unfunded Accrued Liability	Employee PEPRA Rate
2018-19	7.924%	\$3,711,882	6.25%
<i>Projected Results</i>			
2019-20	8.4%	\$4,391,000	TBD
2020-21	9.3%	\$4,882,000	TBD

The actual investment return for Fiscal Year 2016-17 was not known at the time this report was prepared. The projections above assume the investment return for that year would be 7.375 percent. ***If the actual investment return for Fiscal year 2016-17 differs from 7.375 percent, the actual contribution requirements for the projected years will differ from those shown above.***

Moreover, the projected results for Fiscal Years 2019-20 and 2020-21 also assume that there are no future plan changes, no further changes in assumptions other than those recently approved, and no liability gains or losses. Such changes can have a significant impact on required contributions. Since they cannot be predicted in advance, the projected employer results shown above are estimates. The actual required employer contributions for Fiscal year 2019-20 will be provided in next year's report.

For additional details regarding the assumptions and methods used for these projections please refer to the "Projected Employer Contributions" in the "Highlights and Executive Summary" section.

The required contributions shown above include a Normal Cost component expressed as a percentage of payroll and a payment toward Unfunded Accrued Liability expressed as a dollar amount. Actual contributions for Fiscal Year 2018-19 and all future years will be collected on that basis. For illustrative total contribution requirements expressed as percentages of payroll, please see pages 4 and 5 of the report.

The "Risk Analysis" section of the valuation report on page 21 also contains estimated employer contributions in future years under a variety of investment return scenarios.

MISCELLANEOUS PLAN OF THE COUNTY OF GLENN
(CalPERS ID: 3880586994)
Annual Valuation Report as of June 30, 2016
Page 2

Changes since the Prior Year's Valuation

On December 21, 2016, the CalPERS Board of Administration lowered the discount rate from 7.50 percent to 7.00 percent using a three year phase-in beginning with the June 30, 2016 actuarial valuations. The minimum employer contributions for Fiscal Year 2018-19 determined in this valuation were calculated using a discount rate of 7.375 percent. The projected employer contributions on Page 5 are calculated assuming that the discount rate will be lowered to 7.25 percent next year and to 7.00 percent the following year as adopted by the Board.

Beginning with Fiscal Year 2017-18 CalPERS began collecting employer contributions toward the plan's unfunded liability as dollar amounts instead of the prior method of a contribution rate. This change addresses potential funding issues that could arise from a declining payroll or reduction in the number of active members in the plan. Funding the unfunded liability as a percentage of payroll could lead to the underfunding of the plans. Due to stakeholder feedback regarding internal needs for total contributions expressed as a percentage of payroll, the reports have been modified to include such results in the contribution projection on page 5. These results are provided for information purposes only. Contributions toward the unfunded liability will continue to be collected as dollar amounts.

The CalPERS Board of Administration adopted a Risk Mitigation Policy which is designed to reduce funding risk over time. This Policy has been temporarily suspended during the period over which the discount rate is being lowered. More details on the Risk Mitigation Policy can be found on our website.

Besides the above noted changes, there may also be changes specific to the plan such as contract amendments and funding changes.

Further descriptions of general changes are included in the "Highlights and Executive Summary" section and in Appendix A, "Actuarial Methods and Assumptions." The effects of the changes on the required contributions are included in the "Reconciliation of Required Employer Contributions" section.

We understand that you might have a number of questions about these results. While we are very interested in discussing these results with your agency, in the interest of allowing us to give every public agency their results, we ask that you wait until after August 31 to contact us with actuarial questions. If you have other questions, you may call the Customer Contact Center at (888)-CalPERS or (888-225-7377).

Sincerely,

SCOTT TERANDO
Chief Actuary

CALPERS ACTUARIAL VALUATION - June 30, 2016
 MISCELLANEOUS PLAN OF THE COUNTY OF GLENN
 CalPERS ID: 3880586994

Required Contributions

	Fiscal Year 2018-19
Required Employer Contribution	
Employer Normal Cost Rate	7.924%
<i>Plus Either</i>	
1) Monthly Employer Dollar UAL Payment	\$ 309,324
<i>Or</i>	
2) Annual UAL Prepayment Option	\$ 3,582,140
Required PEPRAs Member Contribution Rate	6.25%
<p><i>The total minimum required employer contribution is the sum of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) plus the Employer Unfunded Accrued Liability (UAL) Contribution Amount (billed monthly in dollars).</i></p> <p><i>Only the UAL portion of the employer contribution can be prepaid (which must be received in full no later than July 31). Plan Normal Cost contributions will be made as part of the payroll reporting process. If there is contractual cost sharing or other change, this amount will change.</i></p> <p><i>§20572 of the Public Employees' Retirement Law assesses interest at an annual rate of 10 percent if a contracting agency fails to remit the required contributions when due.</i></p> <p><i>For additional detail regarding the determination of the required contribution for PEPRAs members, see Appendix D. Required member contributions for Classic members can be found in Appendix B.</i></p>	

	Fiscal Year 2017-18	Fiscal Year 2018-19
Normal Cost Contribution as a Percentage of Payroll		
Total Normal Cost	15.203%	15.394%
Employee Contribution ¹	7.531%	7.470%
Employer Normal Cost	7.672%	7.924%
Projected Annual Payroll for Contribution Year	\$ 21,219,957	\$ 22,430,210
Estimated Employer Contributions Based On Projected Payroll		
Total Normal Cost	\$ 3,226,069	\$ 3,452,907
Employee Contribution ¹	1,598,075	1,675,537
Employer Normal Cost	1,627,994	1,777,370
Unfunded Liability Contribution	3,114,295	3,711,882
% of Projected Payroll (illustrative only)	14.676%	16.549%
Estimated Total Employer Contribution	\$ 4,742,289	\$ 5,489,252
% of Projected Payroll (illustrative only)	22.348%	24.473%

¹ For classic members, this is the percentage specified in the Public Employees Retirement Law, net of any reduction from the use of a modified formula or other factors. For PEPRAs members, the member contribution rate is based on 50 percent of the normal cost. A development of PEPRAs member contribution rates can be found in Appendix D. Employee cost sharing is not shown in this report.

CALPERS ACTUARIAL VALUATION - June 30, 2016
 MISCELLANEOUS PLAN OF THE COUNTY OF GLENN
 CalPERS ID: 3880586994

Plan's Funded Status

	June 30, 2015	June 30, 2016
1. Present Value of Projected Benefits	\$ 180,731,519	\$ 191,134,618
2. Entry Age Normal Accrued Liability	157,072,571	165,300,460
3. Market Value of Assets (MVA)	\$ 105,981,885	\$ 103,261,181
4. Unfunded Accrued Liability (UAL) [(2) - (3)]	\$ 51,090,686	\$ 62,039,279
5. Funded Ratio [(3) / (2)]	67.5%	62.5%

This measure of funded status is an assessment of the need for future employer contributions based on the selected actuarial cost method used to fund the plan. The UAL is the present value of future employer contributions for service that has already been earned and is in addition to future normal cost contributions for active members. For a measure of funded status that is appropriate for assessing the sufficiency of plan assets to cover estimated termination liabilities, please see "Hypothetical Termination Liability" in the "Risk Analysis" section.

Projected Employer Contributions

The table below shows the required and projected employer contributions (before cost sharing) for the next six fiscal years. Projected results reflect the adopted changes to the discount rate described in Appendix A, "Actuarial Methods and Assumptions." The projections also assume that all actuarial assumptions will be realized and that no further changes to assumptions, contributions, benefits, or funding will occur during the projection period. The projected normal cost percentages in the projections below do not reflect that the normal cost will decline over time as new employees are hired into PEPRA or other lower cost benefit tiers.

Fiscal Year	Required Contribution	Projected Future Employer Contributions (Assumes 7.375% Return for Fiscal Year 2016-17)					
		2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
Normal Cost %	7.924%	8.4%	9.3%	9.3%	9.3%	9.3%	9.3%
UAL Payment	3,711,882	4,391,000	4,882,000	5,509,000	6,051,000	6,434,000	6,766,000
<i>Total as a % of Payroll*</i>	<i>24.5%</i>	<i>27.4%</i>	<i>29.8%</i>	<i>31.8%</i>	<i>33.3%</i>	<i>34.0%</i>	<i>34.6%</i>
<i>Projected Payroll</i>	<i>22,430,210</i>	<i>23,103,117</i>	<i>23,796,211</i>	<i>24,510,097</i>	<i>25,245,400</i>	<i>26,002,762</i>	<i>26,782,845</i>

*Illustrative only and based on the projected payroll shown.

Changes in the UAL due to actuarial gains or losses as well as changes in actuarial assumptions or methods are amortized using a 5-year ramp up. For more information, please see "Amortization of the Unfunded Actuarial Accrued Liability" under "Actuarial Methods" in Appendix A. This method phases in the impact of unanticipated changes in UAL over a 5-year period and attempts to minimize employer cost volatility from year to year. As a result of this methodology, dramatic changes in the required employer contributions in any one year are less likely. However, required contributions can change gradually and significantly over the next five years. In years where there is a large increase in UAL the relatively small amortization payments during the ramp up period could result in a funded ratio that is projected to decrease initially while the contribution impact of the increase in the UAL is phased in.

Due to the adopted changes in the discount rate for the next two valuations in combination with the 5-year phase-in ramp, the increases in the required contributions are expected to continue for seven years from Fiscal Year 2018-19 through Fiscal Year 2024-25.

For projected contributions under alternate investment return scenarios, please see the "Analysis of Future Investment Return Scenarios" in the "Risk Analysis" section.

CALPERS ACTUARIAL VALUATION - June 30, 2016
MISCELLANEOUS PLAN OF THE COUNTY OF GLENN
CalPERS ID: 3880586994

Cost

Actuarial Cost Estimates in General

What is the cost of the pension plan?

Contributions to fund the pension plan are comprised of two components:

- The Normal Cost, expressed as a percentage of total active payroll.
- The Amortization of the Unfunded Accrued Liability (UAL), expressed as a dollar amount.

For fiscal years prior to FY 2017-18, the Amortizations of UAL component was expressed as percentage of total active payroll. Starting with FY 2017-18, the Amortization of UAL component will be expressed as a dollar amount and will be invoiced on a monthly basis. There will be an option to prepay this amount during July of each fiscal year.

The Normal Cost component will continue to be expressed as a percentage of active payroll with employer and employee contributions payable as part of the regular payroll reporting process.

The determination of both components requires complex actuarial calculations. The calculations are based on a set of actuarial assumptions which can be divided into two categories:

- Demographic assumptions (which includes mortality rates, retirement rates, employment termination rates, disability rates)
- Economic assumptions (which includes future investment earnings, inflation, salary growth rates)

These assumptions reflect CalPERS best estimate of the future experience of the plan and are long term in nature. We recognize that all the assumptions will not be realized in any given year. For example, the investment earnings at CalPERS have averaged 7.0 percent over the 20 years ending June 30, 2016, yet individual fiscal year returns have ranged from -24 percent to +21.7 percent. In addition, CalPERS reviews all the actuarial assumptions on an ongoing basis by conducting in depth experience studies every four years.

CALPERS ACTUARIAL VALUATION - June 30, 2016
MISCELLANEOUS PLAN OF THE COUNTY OF GLENN
CalPERS ID: 3880586994

Changes since the Prior Year's Valuation

Benefits

The standard actuarial practice at CalPERS is to recognize mandated legislative benefit changes in the first annual valuation following the effective date of the legislation. Voluntary benefit changes by plan amendment are generally included in the first valuation that is prepared after the amendment becomes effective, even if the valuation date is prior to the effective date of the amendment.

This valuation generally reflects plan changes by amendments effective before the date of the report. Please refer to the "Plan's Major Benefit Options" and Appendix B for a summary of the plan provisions used in this valuation. The effect of any mandated benefit changes or plan amendments on the unfunded liability is shown in the "(Gain)/Loss Analysis" and the effect on the employer contribution is shown in the "Reconciliation of Required Employer Contributions." It should be noted that no change in liability or contribution is shown for any plan changes which were already included in the prior year's valuation.

Actuarial Methods and Assumptions

On December 21, 2016, the CalPERS Board of Administration lowered the discount rate from 7.50 percent to 7.00 percent using a three year phase-in beginning with the June 30, 2016 actuarial valuations. The minimum employer contributions for Fiscal Year 2018-19 determined in this valuation were calculated using a discount rate of 7.375 percent. The projected employer contributions on Page 5 are calculated assuming that the discount rate will be lowered to 7.25 percent next year and 7.00 percent the following year as adopted by the Board. The decision to reduce the discount rate was primarily based on reduced capital market assumptions provided by external investment consultants and CalPERS investment staff. The specific decision adopted by the Board reflected recommendations from CalPERS staff and additional input from employer and employee stakeholder groups. Based on the investment allocation adopted by the Board and capital market assumptions, the reduced discount rate assumption provides a more realistic assumption for the long term investment return of the fund.

Notwithstanding the Board's decision to phase into a 7.0 percent discount rate, subsequent analysis of the expected investment return of CalPERS assets or changes to the investment allocation may result in a change to this three year discount rate schedule. A comprehensive analysis of all actuarial assumptions and methods including the discount rate will be conducted in 2017.

Subsequent Events

The contribution requirements determined in this actuarial valuation report are based on demographic and financial information as of June 30, 2016. Changes in the value of assets subsequent to that date are not reflected. Declines in asset values will increase the required contribution, while investment returns above the assumed rate of return will decrease the actuarial cost of the plan.

This actuarial valuation report reflects statutory changes, regulatory changes and CalPERS Board actions through January 2017. Any subsequent changes or actions are not reflected.

County of the Glenn: Miscellaneous Plan Reconciliation of Employer Contributions
Page 18

CALPERS ACTUARIAL VALUATION - June 30, 2016
MISCELLANEOUS PLAN OF THE COUNTY OF GLENN
CalPERS ID: 3880586994

Reconciliation of Required Employer Contributions

Normal Cost (% of Payroll)

1. For Period 7/1/17 – 6/30/18	7.672%
a) Employer Normal Cost	7.531%
b) Employee Contribution	15.203%
c) Total Normal Cost	
2. Changes since the prior year annual valuation	(0.232%)
a) Effect of changes in demographics results	0.000%
b) Effect of plan changes	0.423%
c) Effect of changes in assumptions	0.191%
d) Net effect of the changes above [sum of (a) through (c)]	
3. For Period 7/1/18 – 6/30/19	7.924%
a) Employer Normal Cost	7.470%
b) Employee Contribution	15.394%
c) Total Normal Cost	
Employer Normal Cost Change [(3a) – (1a)]	0.252%
Employee Contribution Change [(3b) – (1b)]	(0.061%)

Unfunded Liability Contribution (\$)

1. For Period 7/1/17 – 6/30/18	3,114,295
2. Changes since the prior year annual valuation	
a) Effect of (gain)/loss during prior year ¹	109,589
b) Effect of plan changes	0
c) Effect of changes in assumptions ²	57,469
d) Changes to prior year amortization payments ³	430,529
e) Effect of changes due to Fresh Start	0
f) Effect of elimination of amortization base	0
g) Net effect of the changes above [sum of (a) through (f)]	597,587
3. For Period 7/1/18 – 6/30/19 [(1)+(2g)]	3,711,882

¹ The unfunded liability contribution for the (gain)/loss during the year prior to the valuation date is 20 percent of the "full" annual requirement due to the 5-year ramp. Increases to this amount that occur during the ramp period will be included in line d) in future years.

² The unfunded liability contribution for the change in assumptions is 20 percent of the "full" annual requirement due to the 5-year ramp. Increases to this amount that occur during the ramp period will be included in line d) in future years.

³ Includes changes due to 5-year ramp, payroll growth assumption, and re-amortization under new discount rate.

The amounts shown for the period 7/1/17 – 6/30/18 may be different if a prepayment of unfunded actuarial liability is made or a plan change became effective after the prior year's actuarial valuation was performed.



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August 2017

**PEPRA SAFETY COUNTY PEACE OFFICER PLAN OF THE COUNTY OF GLENN
 (CalPERS ID: 3880586994)
 Annual Valuation Report as of June 30, 2016**

Dear Employer,

As an attachment to this letter, you will find a copy of the June 30, 2016 actuarial valuation report of the pension plan.

Because this plan is in a risk pool, the following valuation report has been separated into two sections:

- Section 1 contains specific information for the plan including the development of the current and projected employer contributions, and
- Section 2 contains the Risk Pool Actuarial Valuation appropriate to the plan as of June 30, 2016.

Section 2 can be found on the CalPERS website at (www.calpers.ca.gov). From the home page, go to "Forms & Publications" and select "View All". In the search box, enter "Risk Pool Report" and from the results list download the Miscellaneous or Safety Risk Pool Actuarial Valuation Report as appropriate.

Your June 30, 2016 actuarial valuation report contains important actuarial information about your pension plan at CalPERS. Your assigned CalPERS staff actuary, whose signature appears in the Actuarial Certification section on page 1, is available to discuss the report with you after August 31, 2017.

The exhibit below displays the minimum employer contributions, before any cost sharing, for Fiscal Year 2018-19 along with estimates of the required contributions for Fiscal Years 2019-20 and 2020-21. Member contributions other than cost sharing (whether paid by the employer or the employee) are in addition to the results shown below. **The employer contributions in this report do not reflect any cost sharing arrangements you may have with your employees.**

Required Contribution

Fiscal Year	Employer Normal Cost Rate	Employer Payment of Unfunded Liability
2018-19	12.141%	\$851
<i>Projected Results</i>		
2019-20	12.4%	\$910
2020-21	13.1%	\$1,000

The actual investment return for Fiscal Year 2016-17 was not known at the time this report was prepared. The projections above assume the investment return for that year would be 7.375 percent. ***If the actual investment return for Fiscal Year 2016-17 differs from 7.375 percent, the actual contribution requirements for the projected years will differ from those shown above.***

Moreover, the projected results for Fiscal Years 2019-20 and 2020-21 also assume that there are no future plan changes, no further changes in assumptions other than those recently approved, and no liability gains or losses. Such changes can have a significant impact on required contributions. Since they cannot be predicted in advance, the projected employer results shown above are estimates. The actual required employer contributions for Fiscal Year 2019-20 will be provided in next year's report.

For additional details regarding the assumptions and methods used for these projections please refer to the "Projected Employer Contributions" in the "Highlights and Executive Summary" section.

The "Risk Analysis" section of the valuation report also contains estimated employer contributions in future years under a variety of investment return scenarios.

PEPRA SAFETY COUNTY PEACE OFFICER PLAN OF THE COUNTY OF GLENN
(CalPERS ID: 3880586994)
Annual Valuation Report as of June 30, 2016
Page 2

Changes since the Prior Year's Valuation

On December 21, 2016, the CalPERS Board of Administration lowered the discount rate from 7.50 percent to 7.00 percent using a three year phase-in beginning with the June 30, 2016 actuarial valuations. The minimum employer contributions for Fiscal Year 2018-19 determined in this valuation were calculated using a discount rate of 7.375 percent. The projected employer contributions on Page 5 are calculated assuming that the discount rate will be lowered to 7.25 percent next year and to 7.00 percent the following year as adopted by the Board.

The CalPERS Board of Administration adopted a Risk Mitigation Policy which is designed to reduce funding risk over time. This Policy has been temporarily suspended during the period over which the discount rate is being lowered. More details on the Risk Mitigation Policy can be found on our website.

Besides the above noted changes, there may also be changes specific to the plan such as contract amendments and funding changes.

Further descriptions of general changes are included in the "Highlights and Executive Summary" section and in Appendix A, "Statement of Actuarial Data, Methods and Assumptions" of the Section 2 report.

We understand that you might have a number of questions about these results. While we are very interested in discussing these results with your agency, in the interest of allowing us to give every public agency their results, we ask that you wait until after August 31 to contact us with actuarial related questions.

If you have other questions, please call our customer contact center at (888) CalPERS or **(888-225-7377)**.

Sincerely,

SCOTT TERANDO
Chief Actuary

CALPERS ACTUARIAL VALUATION - June 30, 2016
 PEpra MISCELLANEOUS PLAN OF THE CITY OF ORLAND
 CalPERS ID: 6398969968

Required Employer Contribution

	Fiscal Year	
Required Employer Contribution		2018-19
Employer Normal Cost Rate		6.842%
<i>Plus Either</i>		
1) Monthly Employer Dollar UAL Payment	\$	19.96
<i>Or</i>		
2) Annual Lump Sum Prepayment Option	\$	231
<p><i>The total minimum required employer contribution is the sum of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) plus the Employer Unfunded Accrued Liability (UAL) Contribution Amount (billed monthly in dollars).</i></p> <p><i>Only the UAL portion of the employer contribution can be prepaid (which must be received in full no later than July 31). Plan Normal Cost contributions will be made as part of the payroll reporting process. If there is contractual cost sharing or other change, this amount will change.</i></p> <p><i>§ 20572 of the Public Employees' Retirement Law assesses interest at an annual rate of 10 percent if a contracting agency fails to remit the required contributions when due.</i></p>		

	Fiscal Year	
	2017-18	2018-19
Development of Normal Cost as a Percentage of Payroll¹		
Base Total Normal Cost for Formula	12.783%	13.092%
Surcharge for Class 1 Benefits ²		
None	0.000%	0.000%
Phase out of Normal Cost Difference ³	0.000%	0.000%
Plan's Total Normal Cost	12.783%	13.092%
Plan's Employee Contribution Rate	6.250%	6.250%
Employer Normal Cost Rate	6.533%	6.842%
Projected Payroll for the Contribution Fiscal Year	\$ 234,309	\$ 294,054
Estimated Employer Contributions Based on Projected Payroll		
Plan's Estimated Employer Normal Cost	\$ 15,307	\$ 20,119
Plan's Payment on Amortization Bases ⁴	71	240
% of Projected Payroll (illustrative only)	0.030%	0.081%
Estimated Total Employer Contribution	\$ 15,378	\$ 20,359
% of Projected Payroll (illustrative only)	6.563%	6.923%

¹ The results shown for Fiscal Year 2017-18 reflect the prior year valuation and may not take into account any lump sum payment, side fund payoff, or rate adjustment made after June 30, 2016.

² Section 2 of this report contains a list of Class 1 benefits and corresponding surcharges for each benefit.

³ The normal cost difference is phased out over a five year period. The phase out of normal cost difference is 100 percent for the first year of pooling, and is incrementally reduced by 20 percent of the original normal cost difference for each subsequent year. This is non-zero only for plans that joined a pool within the past 5 years. Most plans joined a pool June 30, 2003, when risk pooling was implemented.

⁴ See page 9 for a breakdown of the Amortization Bases.

CALPERS ACTUARIAL VALUATION - June 30, 2016
 PEPPRA SAFETY COUNTY PEACE OFFICER PLAN OF THE COUNTY OF GLENN
 CalPERS ID: 3880586994

Plan's Funded Status

		June 30, 2015		June 30, 2016
1. Present Value of Projected Benefits (PVB)	\$	162,363	\$	289,838
2. Entry Age Normal Accrued Liability (AL)		9,413		26,537
3. Plan's Market Value of Assets (MVA)		9,220		24,403
4. Unfunded Accrued Liability (UAL) [(2) - (3)]		193		2,134
5. Funded Ratio [(3) / (2)]		97.9%		92.0%

This measure of funded status is an assessment of the need for future employer contributions based on the selected actuarial cost method used to fund the plan. The UAL is the present value of future employer contributions for service that has already been earned and is in addition to future normal cost contributions for active members. For a measure of funded status that is appropriate for assessing the sufficiency of plan assets to cover estimated termination liabilities, please see "Hypothetical Termination Liability" in the "Risk Analysis" section.

Projected Employer Contributions

The table below shows projected employer contributions (before cost sharing) for the next six fiscal years. Projected results reflect the adopted changes to the discount rate described in Appendix A, "Statement of Actuarial Data, Methods and Assumptions" of the Section 2 report. The projections also assume that all actuarial assumptions will be realized and that no further changes to assumptions, contributions, benefits, or funding will occur during the projection period.

Fiscal Year	Required Contribution	Projected Future Employer Contributions (Assumes 7.375% Return for Fiscal Year 2016-17)					
		2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
Normal Cost %	12.141%	12.4%	13.1%	13.1%	13.1%	13.1%	13.1%
UAL Payment	\$851	\$910	\$1,000	\$1,200	\$1,300	\$530	\$630

Changes in the UAL due to actuarial gains or losses as well as changes in actuarial assumptions or methods are amortized using a 5-year ramp up. For more information, please see "Amortization of the Unfunded Actuarial Accrued Liability" under "Actuarial Methods" in Appendix A of Section 2. This method phases in the impact of unanticipated changes in UAL over a 5-year period and attempts to minimize employer cost volatility from year to year. As a result of this methodology, dramatic changes in the required employer contributions in any one year are less likely. However, required contributions can change gradually and significantly over the next five years. In years where there is a large increase in UAL the relatively small amortization payments during the ramp up period could result in a funded ratio that is projected to decrease initially while the contribution impact of the increase in the UAL is phased in.

Due to the adopted changes in the discount rate for the next two valuations in combination with the 5-year phase-in ramp, the increases in the required contributions are expected to continue for seven years from Fiscal Year 2018-19 through Fiscal Year 2024-25.

For projected contributions under alternate investment return scenarios, please see the "Analysis of Future Investment Return Scenarios" in the "Risk Analysis" section.

CALPERS ACTUARIAL VALUATION - June 30, 2016
PEPRA SAFETY COUNTY PEACE OFFICER PLAN OF THE COUNTY OF GLENN
CalPERS ID: 3880586994

Changes since the Prior Year's Valuation

Benefits

None. This valuation generally reflects plan changes by amendments effective before the date of the report. Please refer to the "Plan's Major Benefit Options" and Appendix B of Section 2 for a summary of the plan provisions used in this valuation.

Actuarial Methods and Assumptions

On December 21, 2016, the CalPERS Board of Administration lowered the discount rate from 7.50 percent to 7.00 percent using a three year phase-in beginning with the June 30, 2016 actuarial valuations. The minimum employer contributions for Fiscal Year 2018-19 determined in this valuation were calculated using a discount rate of 7.375 percent. The projected employer contributions on Page 5 are calculated assuming that the discount rate will be lowered to 7.25 percent next year and 7.00 percent the following year as adopted by the Board. The decision to reduce the discount rate was primarily based on reduced capital market assumptions provided by external investment consultants and CalPERS investment staff. The specific decision adopted by the Board reflected recommendations from CalPERS staff and additional input from employer and employee stakeholder groups. Based on the investment allocation adopted by the Board and capital market assumptions, the reduced discount rate assumption provides a more realistic assumption for the long term investment return of the fund.

Notwithstanding the Board's decision to phase into a 7.0 percent discount rate, subsequent analysis of the expected investment return of CalPERS assets or changes to the investment allocation may result in a change to this three year discount rate schedule. A comprehensive analysis of all actuarial assumptions and methods including the discount rate will be conducted in 2017.

Subsequent Events

The contribution requirements determined in this actuarial valuation report are based on demographic and financial information as of June 30, 2016. Changes in the value of assets subsequent to that date are not reflected. Declines in asset values will increase the required contribution, while investment returns above the assumed rate of return will decrease the actuarial cost of the plan.

This actuarial valuation report reflects statutory changes, regulatory changes and CalPERS Board actions through January 2017. Any subsequent changes or actions are not reflected.

CALPERS ACTUARIAL VALUATION - June 30, 2016
 PEPRA SAFETY COUNTY PEACE OFFICER PLAN OF THE COUNTY OF GLENN
 CalPERS ID: 3880586994

Breakdown of Entry Age Normal Accrued Liability

1. Active Members	\$	24,964
2. Transferred Members		0
3. Terminated Members		1,573
4. Members and Beneficiaries Receiving Payments		0
5. Total	\$	26,537

Allocation of Plan's Share of Pool's Experience/Assumption Change

It is the policy of CalPERS to ensure equity within the risk pools by allocating the pool's experience gains/losses and assumption changes in a manner that treats each employer equitably and maintains benefit security for the members of the System while minimizing substantial variations in employer contributions. The Pool's experience gains/losses and impact of assumption/method changes is allocated to the plan as follows:

1. Plan's Accrued Liability	\$	26,537
2. Projected UAL balance at 6/30/16		208
3. Pool's Accrued Liability	\$	19,698,755,513
4. Sum of Pool's Individual Plan UAL Balances at 6/30/16		4,661,724,814
5. Pool's 2015/16 Investment & Asset (Gain)/Loss		996,431,536
6. Pool's 2015/16 Other (Gain)/Loss		(166,972,696)
7. Plan's Share of Pool's Asset (Gain)/Loss $[(1)-(2)]/[(3)-(4)] * (5)$		1,745
8. Plan's Share of Pool's Other (Gain)/Loss $[(1)]/[(3)] * (6)$		(225)
9. Plan's New (Gain)/Loss as of 6/30/2016 $[(7)+(8)]$	\$	1,520
10. Increase in Pool's Accrued Liability due to Change in Assumptions		301,461,845
11. Plan's Share of Pool's Change in Assumptions $[(1)]/[(3)] * (10)$	\$	406

Development of the Plan's Share of Pool's Market Value of Assets

1. Plan's Accrued Liability	\$	26,537
2. Plan's UAL	\$	2,134
3. Plan's Share of Pool's MVA $[(1)-(2)]$	\$	24,403

Valuation Report: Safety Plan of the County of Glenn



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August 2017

**SAFETY PLAN OF THE COUNTY OF GLENN
 (CalPERS ID: 3880586994)
 Annual Valuation Report as of June 30, 2016**

Dear Employer,

As an attachment to this letter, you will find a copy of the June 30, 2016 actuarial valuation report of the pension plan.

Because this plan is in a risk pool, the following valuation report has been separated into two sections:

- Section 1 contains specific information for the plan including the development of the current and projected employer contributions, and
- Section 2 contains the Risk Pool Actuarial Valuation appropriate to the plan as of June 30, 2016.

Section 2 can be found on the CalPERS website at (www.calpers.ca.gov). From the home page, go to "Forms & Publications" and select "View All". In the search box, enter "Risk Pool Report" and from the results list download the Miscellaneous or Safety Risk Pool Actuarial Valuation Report as appropriate.

Your June 30, 2016 actuarial valuation report contains important actuarial information about your pension plan at CalPERS. Your assigned CalPERS staff actuary, whose signature appears in the Actuarial Certification section on page 1, is available to discuss the report with you after August 31, 2017.

The exhibit below displays the minimum employer contributions, before any cost sharing, for Fiscal Year 2018-19 along with estimates of the required contributions for Fiscal Years 2019-20 and 2020-21. Member contributions other than cost sharing (whether paid by the employer or the employee) are in addition to the results shown below. **The employer contributions in this report do not reflect any cost sharing arrangements you may have with your employees.**

Required Contribution

Fiscal Year	Employer Normal Cost Rate	Employer Payment of Unfunded Liability
2018-19	19.416%	\$699,448
<i>Projected Results</i>		
2019-20	20.3%	\$808,000
2020-21	22.0%	\$891,000

The actual investment return for Fiscal Year 2016-17 was not known at the time this report was prepared. The projections above assume the investment return for that year would be 7.375 percent. **If the actual investment return for Fiscal Year 2016-17 differs from 7.375 percent, the actual contribution requirements for the projected years will differ from those shown above.**

Moreover, the projected results for Fiscal Years 2019-20 and 2020-21 also assume that there are no future plan changes, no further changes in assumptions other than those recently approved, and no liability gains or losses. Such changes can have a significant impact on required contributions. Since they cannot be predicted in advance, the projected employer results shown above are estimates. The actual required employer contributions for Fiscal Year 2019-20 will be provided in next year's report.

For additional details regarding the assumptions and methods used for these projections please refer to the "Projected Employer Contributions" in the "Highlights and Executive Summary" section.

The "Risk Analysis" section of the valuation report also contains estimated employer contributions in future years under a variety of investment return scenarios.

Valuation Report: Safety Plan of the County of Glenn

Page 2

SAFETY PLAN OF THE COUNTY OF GLENN
(CalPERS ID: 3880586994)
Annual Valuation Report as of June 30, 2016
Page 2

Changes since the Prior Year's Valuation

On December 21, 2016, the CalPERS Board of Administration lowered the discount rate from 7.50 percent to 7.00 percent using a three year phase-in beginning with the June 30, 2016 actuarial valuations. The minimum employer contributions for Fiscal Year 2018-19 determined in this valuation were calculated using a discount rate of 7.375 percent. The projected employer contributions on Page 5 are calculated assuming that the discount rate will be lowered to 7.25 percent next year and to 7.00 percent the following year as adopted by the Board.

The CalPERS Board of Administration adopted a Risk Mitigation Policy which is designed to reduce funding risk over time. This Policy has been temporarily suspended during the period over which the discount rate is being lowered. More details on the Risk Mitigation Policy can be found on our website.

Besides the above noted changes, there may also be changes specific to the plan such as contract amendments and funding changes.

Further descriptions of general changes are included in the "Highlights and Executive Summary" section and in Appendix A, "Statement of Actuarial Data, Methods and Assumptions" of the Section 2 report.

We understand that you might have a number of questions about these results. While we are very interested in discussing these results with your agency, in the interest of allowing us to give every public agency their results, we ask that you wait until after August 31 to contact us with actuarial related questions.

If you have other questions, please call our customer contact center at (888) CalPERS or **(888-225-7377)**.

Sincerely,

SCOTT TERANDO
Chief Actuary

CALPERS ACTUARIAL VALUATION - June 30, 2016
 SAFETY PLAN OF THE COUNTY OF GLENN
 CalPERS ID: 3880586994

Required Employer Contribution

	Fiscal Year
Required Employer Contribution	2018-19
Employer Normal Cost Rate	19.416%
<i>Plus Either</i>	
1) Monthly Employer Dollar UAL Payment	\$ 58,287.37
<i>Or</i>	
2) Annual Lump Sum Prepayment Option	\$ 675,001

*The total minimum required employer contribution is the **sum** of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) **plus** the Employer Unfunded Accrued Liability (UAL) Contribution Amount (billed monthly in dollars).*

Only the UAL portion of the employer contribution can be prepaid (which must be received in full no later than July 31). Plan Normal Cost contributions will be made as part of the payroll reporting process. If there is contractual cost sharing or other change, this amount will change.

§ 20572 of the Public Employees' Retirement Law assesses interest at an annual rate of 10 percent if a contracting agency fails to remit the required contributions when due.

	Fiscal Year	Fiscal Year
	2017-18	2018-19
Development of Normal Cost as a Percentage of Payroll¹		
Base Total Normal Cost for Formula	27.603%	28.405%
Surcharge for Class 1 Benefits ²		
None	0.000%	0.000%
Phase out of Normal Cost Difference ³	0.000%	0.000%
Plan's Total Normal Cost	27.603%	28.405%
Formula's Expected Employee Contribution Rate	8.988%	8.989%
Employer Normal Cost Rate	18.615%	19.416%
Projected Payroll for the Contribution Fiscal Year	\$ 1,693,819	\$ 1,539,113
Estimated Employer Contributions Based on Projected Payroll		
Plan's Estimated Employer Normal Cost	\$ 315,304	\$ 298,834
Plan's Payment on Amortization Bases ⁴	604,591	699,448
% of Projected Payroll (illustrative only)	35.694%	45.445%
Estimated Total Employer Contribution	\$ 919,895	\$ 998,282
% of Projected Payroll (illustrative only)	54.309%	64.861%

¹ The results shown for Fiscal Year 2017-18 reflect the prior year valuation and may not take into account any lump sum payment, side fund payoff, or rate adjustment made after June 30, 2016.

² Section 2 of this report contains a list of Class 1 benefits and corresponding surcharges for each benefit.

³ The normal cost difference is phased out over a five year period. The phase out of normal cost difference is 100 percent for the first year of pooling, and is incrementally reduced by 20 percent of the original normal cost difference for each subsequent year. This is non-zero only for plans that joined a pool within the past 5 years. Most plans joined a pool June 30, 2003, when risk pooling was implemented.

⁴ See page 9 for a breakdown of the Amortization Bases.

CALPERS ACTUARIAL VALUATION - June 30, 2016
 SAFETY PLAN OF THE COUNTY OF GLENN
 CalPERS ID: 3880586994

Plan's Funded Status

	June 30, 2015	June 30, 2016
1. Present Value of Projected Benefits (PVB) \$	30,365,605	\$ 30,978,614
2. Entry Age Normal Accrued Liability (AL)	27,627,767	28,646,951
3. Plan's Market Value of Assets (MVA)	18,106,899	17,440,626
4. Unfunded Accrued Liability (UAL) [(2) - (3)]	9,520,868	11,206,325
5. Funded Ratio [(3) / (2)]	65.5%	60.9%

This measure of funded status is an assessment of the need for future employer contributions based on the selected actuarial cost method used to fund the plan. The UAL is the present value of future employer contributions for service that has already been earned and is in addition to future normal cost contributions for active members. For a measure of funded status that is appropriate for assessing the sufficiency of plan assets to cover estimated termination liabilities, please see "Hypothetical Termination Liability" in the "Risk Analysis" section.

Projected Employer Contributions

The table below shows projected employer contributions (before cost sharing) for the next six fiscal years. Projected results reflect the adopted changes to the discount rate described in Appendix A, "Statement of Actuarial Data, Methods and Assumptions" of the Section 2 report. The projections also assume that all actuarial assumptions will be realized and that no further changes to assumptions, contributions, benefits, or funding will occur during the projection period.

Fiscal Year	Required Contribution	Projected Future Employer Contributions (Assumes 7.375% Return for Fiscal Year 2016-17)					
		2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
Normal Cost %	19.416%	20.3%	22.0%	22.0%	22.0%	22.0%	22.0%
UAL Payment	\$699,448	\$808,000	\$891,000	\$996,000	\$1,088,000	\$1,156,000	\$1,215,000

Changes in the UAL due to actuarial gains or losses as well as changes in actuarial assumptions or methods are amortized using a 5-year ramp up. For more information, please see "Amortization of the Unfunded Actuarial Accrued Liability" under "Actuarial Methods" in Appendix A of Section 2. This method phases in the impact of unanticipated changes in UAL over a 5-year period and attempts to minimize employer cost volatility from year to year. As a result of this methodology, dramatic changes in the required employer contributions in any one year are less likely. However, required contributions can change gradually and significantly over the next five years. In years where there is a large increase in UAL the relatively small amortization payments during the ramp up period could result in a funded ratio that is projected to decrease initially while the contribution impact of the increase in the UAL is phased in.

Due to the adopted changes in the discount rate for the next two valuations in combination with the 5-year phase-in ramp, the increases in the required contributions are expected to continue for seven years from Fiscal Year 2018-19 through Fiscal Year 2024-25.

For projected contributions under alternate investment return scenarios, please see the "Analysis of Future Investment Return Scenarios" in the "Risk Analysis" section.

CALPERS ACTUARIAL VALUATION - June 30, 2016
SAFETY PLAN OF THE COUNTY OF GLENN
CalPERS ID: 3880586994

Changes since the Prior Year's Valuation

Benefits

None. This valuation generally reflects plan changes by amendments effective before the date of the report. Please refer to the "Plan's Major Benefit Options" and Appendix B of Section 2 for a summary of the plan provisions used in this valuation.

Actuarial Methods and Assumptions

On December 21, 2016, the CalPERS Board of Administration lowered the discount rate from 7.50 percent to 7.00 percent using a three year phase-in beginning with the June 30, 2016 actuarial valuations. The minimum employer contributions for Fiscal Year 2018-19 determined in this valuation were calculated using a discount rate of 7.375 percent. The projected employer contributions on Page 5 are calculated assuming that the discount rate will be lowered to 7.25 percent next year and 7.00 percent the following year as adopted by the Board. The decision to reduce the discount rate was primarily based on reduced capital market assumptions provided by external investment consultants and CalPERS investment staff. The specific decision adopted by the Board reflected recommendations from CalPERS staff and additional input from employer and employee stakeholder groups. Based on the investment allocation adopted by the Board and capital market assumptions, the reduced discount rate assumption provides a more realistic assumption for the long term investment return of the fund.

Notwithstanding the Board's decision to phase into a 7.0 percent discount rate, subsequent analysis of the expected investment return of CalPERS assets or changes to the investment allocation may result in a change to this three year discount rate schedule. A comprehensive analysis of all actuarial assumptions and methods including the discount rate will be conducted in 2017.

Subsequent Events

The contribution requirements determined in this actuarial valuation report are based on demographic and financial information as of June 30, 2016. Changes in the value of assets subsequent to that date are not reflected. Declines in asset values will increase the required contribution, while investment returns above the assumed rate of return will decrease the actuarial cost of the plan.

This actuarial valuation report reflects statutory changes, regulatory changes and CalPERS Board actions through January 2017. Any subsequent changes or actions are not reflected.



California Public Employees' Retirement System
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August 2017

SAFETY SECOND TIER PLAN OF THE COUNTY OF GLENN
(CalPERS ID: 3880586994)
Annual Valuation Report as of June 30, 2016

Dear Employer,

As an attachment to this letter, you will find a copy of the June 30, 2016 actuarial valuation report of the pension plan.

Because this plan is in a risk pool, the following valuation report has been separated into two sections:

- Section 1 contains specific information for the plan including the development of the current and projected employer contributions, and
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The exhibit below displays the minimum employer contributions, before any cost sharing, for Fiscal Year 2018-19 along with estimates of the required contributions for Fiscal Years 2019-20 and 2020-21. Member contributions other than cost sharing (whether paid by the employer or the employee) are in addition to the results shown below. **The employer contributions in this report do not reflect any cost sharing arrangements you may have with your employees.**

Required Contribution

Fiscal Year	Employer Normal Cost Rate	Employer Payment of Unfunded Liability
2018-19	17.614%	\$631
<i>Projected Results</i>		
2019-20	18.4%	\$760
2020-21	19.9%	\$1,100

The actual investment return for Fiscal Year 2016-17 was not known at the time this report was prepared. The projections above assume the investment return for that year would be 7.375 percent. **If the actual investment return for Fiscal Year 2016-17 differs from 7.375 percent, the actual contribution requirements for the projected years will differ from those shown above.**

Moreover, the projected results for Fiscal Years 2019-20 and 2020-21 also assume that there are no future plan changes, no further changes in assumptions other than those recently approved, and no liability gains or losses. Such changes can have a significant impact on required contributions. Since they cannot be predicted in advance, the projected employer results shown above are estimates. The actual required employer contributions for Fiscal Year 2019-20 will be provided in next year's report.

For additional details regarding the assumptions and methods used for these projections please refer to the "Projected Employer Contributions" in the "Highlights and Executive Summary" section.

The "Risk Analysis" section of the valuation report also contains estimated employer contributions in future years under a variety of investment return scenarios.

SAFETY SECOND TIER PLAN OF THE COUNTY OF GLENN
(CalPERS ID: 3880586994)
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Changes since the Prior Year's Valuation

On December 21, 2016, the CalPERS Board of Administration lowered the discount rate from 7.50 percent to 7.00 percent using a three year phase-in beginning with the June 30, 2016 actuarial valuations. The minimum employer contributions for Fiscal Year 2018-19 determined in this valuation were calculated using a discount rate of 7.375 percent. The projected employer contributions on Page 5 are calculated assuming that the discount rate will be lowered to 7.25 percent next year and to 7.00 percent the following year as adopted by the Board.

The CalPERS Board of Administration adopted a Risk Mitigation Policy which is designed to reduce funding risk over time. This Policy has been temporarily suspended during the period over which the discount rate is being lowered. More details on the Risk Mitigation Policy can be found on our website.

Besides the above noted changes, there may also be changes specific to the plan such as contract amendments and funding changes.

Further descriptions of general changes are included in the "Highlights and Executive Summary" section and in Appendix A, "Statement of Actuarial Data, Methods and Assumptions" of the Section 2 report.

We understand that you might have a number of questions about these results. While we are very interested in discussing these results with your agency, in the interest of allowing us to give every public agency their results, we ask that you wait until after August 31 to contact us with actuarial related questions.

If you have other questions, please call our customer contact center at (888) CalPERS or **(888-225-7377)**.

Sincerely,

SCOTT TERANDO
Chief Actuary

Valuation Report: Safety Second Tier Plan of the County of Glenn

CALPERS ACTUARIAL VALUATION - June 30, 2016
 SAFETY SECOND TIER PLAN OF THE COUNTY OF GLENN
 CalPERS ID: 3880586994

Required Employer Contribution

	Fiscal Year	
	2018-19	
Required Employer Contribution	17.614%	
Employer Normal Cost Rate	17.614%	
Plus Either		
1) Monthly Employer Dollar UAL Payment	\$	52.58
Or		
2) Annual Lump Sum Prepayment Option	\$	609

The total minimum required employer contribution is the **sum** of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) **plus** the Employer Unfunded Accrued Liability (UAL) Contribution Amount (billed monthly in dollars).

Only the UAL portion of the employer contribution can be prepaid (**which must be received in full no later than July 31**). Plan Normal Cost contributions will be made as part of the payroll reporting process. If there is contractual cost sharing or other change, this amount will change.

§ 20572 of the Public Employees' Retirement Law assesses interest at an annual rate of 10 percent if a contracting agency fails to remit the required contributions when due.

	Fiscal Year	Fiscal Year
	2017-18	2018-19
Development of Normal Cost as a Percentage of Payroll¹		
Base Total Normal Cost for Formula	25.824%	26.598%
Surcharge for Class 1 Benefits ²		
None	0.000%	0.000%
Phase out of Normal Cost Difference ³	0.000%	0.000%
Plan's Total Normal Cost	25.824%	26.598%
Formula's Expected Employee Contribution Rate	8.982%	8.984%
Employer Normal Cost Rate	16.842%	17.614%
Projected Payroll for the Contribution Fiscal Year	\$ 137,795	\$ 241,088
Estimated Employer Contributions Based on Projected Payroll		
Plan's Estimated Employer Normal Cost	\$ 23,207	\$ 42,465
Plan's Payment on Amortization Bases ⁴	0	631
% of Projected Payroll (illustrative only)	0.000%	0.262%
Estimated Total Employer Contribution	\$ 23,207	\$ 43,096
% of Projected Payroll (illustrative only)	16.842%	17.876%

¹ The results shown for Fiscal Year 2017-18 reflect the prior year valuation and may not take into account any lump sum payment, side fund payoff, or rate adjustment made after June 30, 2016.

² Section 2 of this report contains a list of Class 1 benefits and corresponding surcharges for each benefit.

³ The normal cost difference is phased out over a five year period. The phase out of normal cost difference is 100 percent for the first year of pooling, and is incrementally reduced by 20 percent of the original normal cost difference for each subsequent year. This is non-zero only for plans that joined a pool within the past 5 years. Most plans joined a pool June 30, 2003, when risk pooling was implemented.

⁴ See page 9 for a breakdown of the Amortization Bases.

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Plan's Funded Status

		June 30, 2015		June 30, 2016
1. Present Value of Projected Benefits (PVB)	\$	529,488	\$	965,360
2. Entry Age Normal Accrued Liability (AL)		79,803		123,797
3. Plan's Market Value of Assets (MVA)		83,619		117,937
4. Unfunded Accrued Liability (UAL) [(2) - (3)]		(3,816)		5,860
5. Funded Ratio [(3) / (2)]		104.8%		95.3%

This measure of funded status is an assessment of the need for future employer contributions based on the selected actuarial cost method used to fund the plan. The UAL is the present value of future employer contributions for service that has already been earned and is in addition to future normal cost contributions for active members. For a measure of funded status that is appropriate for assessing the sufficiency of plan assets to cover estimated termination liabilities, please see "Hypothetical Termination Liability" in the "Risk Analysis" section.

Projected Employer Contributions

The table below shows projected employer contributions (before cost sharing) for the next six fiscal years. Projected results reflect the adopted changes to the discount rate described in Appendix A, "Statement of Actuarial Data, Methods and Assumptions" of the Section 2 report. The projections also assume that all actuarial assumptions will be realized and that no further changes to assumptions, contributions, benefits, or funding will occur during the projection period.

Fiscal Year	Required Contribution	Projected Future Employer Contributions (Assumes 7.375% Return for Fiscal Year 2016-17)					
		2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
Normal Cost %	17.614%	18.4%	19.9%	19.9%	19.9%	19.9%	19.9%
UAL Payment	\$631	\$760	\$1,100	\$1,600	\$2,000	\$2,500	\$2,800

Changes in the UAL due to actuarial gains or losses as well as changes in actuarial assumptions or methods are amortized using a 5-year ramp up. For more information, please see "Amortization of the Unfunded Actuarial Accrued Liability" under "Actuarial Methods" in Appendix A of Section 2. This method phases in the impact of unanticipated changes in UAL over a 5-year period and attempts to minimize employer cost volatility from year to year. As a result of this methodology, dramatic changes in the required employer contributions in any one year are less likely. However, required contributions can change gradually and significantly over the next five years. In years where there is a large increase in UAL the relatively small amortization payments during the ramp up period could result in a funded ratio that is projected to decrease initially while the contribution impact of the increase in the UAL is phased in.

Due to the adopted changes in the discount rate for the next two valuations in combination with the 5-year phase-in ramp, the increases in the required contributions are expected to continue for seven years from Fiscal Year 2018-19 through Fiscal Year 2024-25.

For projected contributions under alternate investment return scenarios, please see the "Analysis of Future Investment Return Scenarios" in the "Risk Analysis" section.

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Changes since the Prior Year's Valuation

Benefits

None. This valuation generally reflects plan changes by amendments effective before the date of the report. Please refer to the "Plan's Major Benefit Options" and Appendix B of Section 2 for a summary of the plan provisions used in this valuation.

Actuarial Methods and Assumptions

On December 21, 2016, the CalPERS Board of Administration lowered the discount rate from 7.50 percent to 7.00 percent using a three year phase-in beginning with the June 30, 2016 actuarial valuations. The minimum employer contributions for Fiscal Year 2018-19 determined in this valuation were calculated using a discount rate of 7.375 percent. The projected employer contributions on Page 5 are calculated assuming that the discount rate will be lowered to 7.25 percent next year and 7.00 percent the following year as adopted by the Board. The decision to reduce the discount rate was primarily based on reduced capital market assumptions provided by external investment consultants and CalPERS investment staff. The specific decision adopted by the Board reflected recommendations from CalPERS staff and additional input from employer and employee stakeholder groups. Based on the investment allocation adopted by the Board and capital market assumptions, the reduced discount rate assumption provides a more realistic assumption for the long term investment return of the fund.

Notwithstanding the Board's decision to phase into a 7.0 percent discount rate, subsequent analysis of the expected investment return of CalPERS assets or changes to the investment allocation may result in a change to this three year discount rate schedule. A comprehensive analysis of all actuarial assumptions and methods including the discount rate will be conducted in 2017.

Subsequent Events

The contribution requirements determined in this actuarial valuation report are based on demographic and financial information as of June 30, 2016. Changes in the value of assets subsequent to that date are not reflected. Declines in asset values will increase the required contribution, while investment returns above the assumed rate of return will decrease the actuarial cost of the plan.

This actuarial valuation report reflects statutory changes, regulatory changes and CalPERS Board actions through January 2017. Any subsequent changes or actions are not reflected.

Valuation Report: Safety Second Tier Plan of the County of Glenn

CALPERS ACTUARIAL VALUATION - June 30, 2016
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Breakdown of Entry Age Normal Accrued Liability

1. Active Members	\$	108,879
2. Transferred Members		14,918
3. Terminated Members		0
4. Members and Beneficiaries Receiving Payments		0
5. Total	\$	123,797

Allocation of Plan's Share of Pool's Experience/Assumption Change

It is the policy of CalPERS to ensure equity within the risk pools by allocating the pool's experience gains/losses and assumption changes in a manner that treats each employer equitably and maintains benefit security for the members of the System while minimizing substantial variations in employer contributions. The Pool's experience gains/losses and impact of assumption/method changes is allocated to the plan as follows:

1. Plan's Accrued Liability	\$	123,797
2. Projected UAL balance at 6/30/16		(3,415)
3. Pool's Accrued Liability	\$	19,698,755,513
4. Sum of Pool's Individual Plan UAL Balances at 6/30/16		4,661,724,814
5. Pool's 2015/16 Investment & Asset (Gain)/Loss		996,431,536
6. Pool's 2015/16 Other (Gain)/Loss		(166,972,696)
7. Plan's Share of Pool's Asset (Gain)/Loss $[(1)-(2)]/[(3)-(4)] * (5)$		8,430
8. Plan's Share of Pool's Other (Gain)/Loss $[(1)]/[(3)] * (6)$		(1,049)
9. Plan's New (Gain)/Loss as of 6/30/2016 $[(7)+(8)]$	\$	7,380
10. Increase in Pool's Accrued Liability due to Change in Assumptions		301,461,845
11. Plan's Share of Pool's Change in Assumptions $[(1)]/[(3)] * (10)$	\$	1,895

Development of the Plan's Share of Pool's Market Value of Assets

1. Plan's Accrued Liability	\$	123,797
2. Plan's UAL	\$	5,860
3. Plan's Share of Pool's MVA $[(1)-(2)]$	\$	117,937

A SPECIAL THANK YOU TO THE MEMBERS

OF THE

2017—2018 GRAND JURY

FOR

THE TIME, ENERGY, AND SKILLS

DONATED TO MAKING THIS

2017—2018 FINAL GRAND JURY REPORT