

TRINITY COUNTY
BOARD OF SUPERVISORS
MINUTES

AUGUST 5, 2003
TRINITY COUNTY LIBRARY MEETING ROOM
WEAVERVILLE, CA

The Board of Supervisors, in and for the County of Trinity, State of California, meets in Regular Session at 8:30 am and there are:

PRESENT SUPERVISORS: Ralph Modine, Robert Reiss, Howard Freeman, David Klipp and Billie Miller

ABSENT SUPERVISORS: None

County Auditor/Controller, Brian Muir, Present

County Counsel, David Hammer, Present

County Clerk, Dero Forslund, Present

Deputy Clerk of the Board, Kelly Frost, Present

Chairman Miller, Presiding

TIME **ITEM NO.**

8:30 AM **PLEDGE OF ALLEGIANCE**

1. **CONSENT AGENDA**

The Board examines the Consent Agenda Items presented for consideration and on motion of Supervisor Modine, seconded by Supervisor Freeman and carried, Consent Agenda items 1a. through 1r., with the exception of 1a., 1e., 1i., and 1o., are approved with the following vote polled: Supervisors Freeman, Modine, Reiss, Klipp and Miller—Aye.

All contracts submitted to the Board are subject to routing for approval as to form and content.

BOARD CONSENT MATTERS

- 1b. Approves minutes of Special Meeting of July 28, 2003, as submitted by Clerk.
- 1c. Approves waiver of County Transportation Encroachment fee, in the amount of \$100, as requested by Troop 15 of the Boy Scouts of America, to construct cement stairs at the Lee Fong Ranch House.
- 1d. Approves and authorizes Chairman to sign Resolution No. 2003-102, Regarding Request of Senate Appropriations Subcommittee on Labor, Health and Human Services, and Education for Increased Funding for Workforce Investment Act (WIA) Programs.
- 1f. Approves and authorizes Chairman to sign response to the 02/03 Grand Jury Final Report: Finance and Administration Committee regarding Auditor's Trust Fund.
- 1g. Finds no objection to the issuance of an On-Sale Beer and Wine Alcoholic Beverage License to JC's Beer Garden and Grill, located at Lower South Fork Road in Hyampom, and find that the proposed license will meet public convenience and necessity.

AUDITOR

- 1h. Approves and authorizes Chairman to sign the client representation letter from Bartig, Basler & Ray, at the end of the audit of Trinity County, for the year ending June 30, 2003.

GENERAL SERVICES

- 1j. Approves and authorizes Chairman to sign Amendment No. 2 to lease agreement with Ila Carroll, Sam Carroll, and Rebecca Freeman (Contract No. 2003-378), in the amount of \$17,000, for a HVAC System at Health and Human Services.

- 1k. Approves and authorizes Chairman to sign Amendment No. 1 to the lease agreement with Mildred Miller for the "Bell Station" storage facility at 311 N. Main St., Weaverville (Contract No. 2003-372), in the amount of \$12,000 per year for 5 years.

HEALTH AND HUMAN SERVICES

- 1l. Approves and authorizes Chairman to sign contract with Trinity Professional Pharmacy to provide pharmaceutical services for the Trinity County Jail and Probation Detention facility for FY 03/04 and FY 04/05 (Contract No. 2003-376), in the maximum amount of \$40,000 per fiscal year.

PERSONNEL

- 1m. Pursuant to Trinity County Code Section 2.60.410 (2) authorizes hiring Toni Burgess, Dave Wilcox, Mike Hendrick and Shirley Capps as Transportation Aide's Range G140 Step B for Behavioral Health, effective July 1, 2003. Cost for FY 03/04 is \$3,603.67; and

Authorizes waiving the waiting period for dental, vision and life for Dave Wilcox, Mike Hendrick and Shirley Capps.

- 1n. Pursuant to Trinity County Code Section 2.60.410 (2) authorizes hiring Jennifer Woodman, as Certified Nursing Assistant II (75%) Range G149 Step C for Trinity Hospital, effective July 21, 2003. Cost for FY 03/04 is \$1,515.

PLANNING/NATURAL RESOURCES

- 1p. Waives reading and directs the Clerk to let the record show that an Ordinance No. 315-726, amending Trinity County Zoning Ordinance No. 315, reflects the amendment to Section 30.D.3 (Second Dwelling Units), and to delete Section 30.N (Two or More Residences Per Parcel) (File PW-03-03), is enacted.

PROBATION

- 1q. Approves and authorizes Chairman to sign contract with Psychomedics (Contract No. 2003-329), in an amount not to exceed \$24,000, for a pilot program involving drug testing on hair samples.

SHERIFF

- 1r. Approves and authorizes Chairman to sign contract with BRIM Aviation (Contact No. 2003-379), in the amount of \$25,000, to provide helicopter support services for marijuana eradication and investigation operations.

THE FOLLOWING ITEMS HAVE BEEN PULLED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY

- 1a. On motion of Supervisor Freeman, seconded by Supervisor Reiss and carried, approves minutes of July 15, 2003, with corrections, as submitted by Clerk.
- 1e. On motion of Supervisor Freeman, seconded by Supervisor Reiss and carried, approves and authorizes Chairman to sign Amendment No. 2 to the contract with Trinity County Life Support to extend the contract for one year, \$35,000 for the term of the extension (Contract No. 2003-377). Comments received from John Hall, Trinity County Life Support.
- 1i. On motion of Supervisor Freeman, seconded by Supervisor Reiss and carried, approves and authorizes Chairman to sign Amendment No. 2 with Victor Treatment Centers, Inc. (Contract No. 2003-384), increasing the contract amount by \$1,400 for FY 02/03, for the mental health treatment of Trinity County adolescents, with corrections.
- 1o. On motion of Supervisor Modine, seconded by Supervisor Reiss and carried, approves and authorizes Chairman to sign Amendment No. 4 with Remy, Thomas and Moose, LLP. (Contract No. 2003-383), increasing the contract amount from \$128,333 to \$153,333, for additional legal representation with respect to legal issues arising from the Trinity River Supplemental Environmental Impact Report and Environmental Impact Statement and other environmental documentation and permitting for implementation of the Trinity River Record of Decision, with corrections. Comments received from Janet Clements and John Jelichich, Planning Department.

2. COUNTY MATTERS

- 2a. On motion of Supervisor Modine, seconded by Supervisor Reiss, approves and authorizes Chairman to sign Resolution No. 2003-103, Amending Resolution Number 2003-086, Adopting Benefits for Members of the Board of Supervisors. Approves with the following vote polled: Supervisors Reiss, Modine, Freeman, Klipp and Miller – Aye.
- 2b. Gives direction regarding the allocation of Title II and Title III funds:
- On motion of Supervisor Modine, seconded by Supervisor Freeman, approves 15% of this year's Federal Forest Reserve payments be designated for Title II and Title III projects. Supervisor Reiss – No.
 - On motion of Supervisor Modine, seconded by Supervisor Freeman and carried, allocates 80% to Title II and 20% to Title III for the 03/04 Federal Fiscal Year.
- 2c. On motion of Supervisor Modine, seconded by Supervisor Klipp, denies request from the Board of Directors of the Hyampom Community Services District for monetary assistance, in the amount of \$3,027.44, for repairs to the 2100 gallon Water Truck, which was acquired with Title III funds; and
- Directs the Board of Directors of the Hyampom Community Services District to submit a proposal for Title III funds to be considered at the October 7, 2003 meeting. Supervisor Reiss – No. Comments received from Pat Mortensen, Grants and Housing Rehabilitation Loan Administration.
- 2d. On motion of Supervisor Freeman, seconded by Supervisor Reiss and carried, Direct Grants and Housing Rehabilitation Loan Administration staff to prepare the required documents to amend open CDBG agreement #00-STBG-1550 with funds from unallocated CDBG Program Income, in the amount of \$18,545 for the Roderick Senior Center Project. Comments received from Pat Mortensen, Grants and Housing Rehabilitation Loan Administration.
- 2e. On motion of Supervisor Reiss, seconded by Supervisor Freeman, waives reading and directs the Clerk to let the record show that an Ordinance, Amending Title 7 of the Trinity County Code, General Assistance, is introduced with

the following vote polled: Supervisors Freeman, Reiss, Modine, Klipp and Miller – Aye.

3. COUNTY AUDITOR/CONTROLLER

3a. Brian Muir, County Auditor/Controller reports on agenda meeting.

3b. Brian Muir, County Auditor/Controller reports on other matters of interest to the Board as follows:

- CSAC Insurance Authority was working on an insurance program that would mirror the PERS Health Program; which was directed at creating a savings for rural counties. CSAC got preliminary quotations on 19 counties, one of which was Trinity County and determined that they could not save Trinity County any money at this time and it is better to stay with the PERS Health Program. Rates may change and the County will look further into the CSAC Insurance option next year.
- Screening Committee decides to not go forward with the recruitment of the Personnel Director position due to the budget situation.

4. REPORTS FROM DEPARTMENT HEADS, MEMBERS OF THE BOARD AND COUNTY COUNSEL

4a. Report from Department Heads: Dero Forslund, County Clerk/Recorder.

**9:20 AM
9:30 AM**

**RECESSES
RECONVENES**

4b. Report from Members of the Board: Supervisors Reiss, Freeman and Miller.

4c. Report from David Hammer, County Counsel.

5. PRESENTATION/DISCUSSION ITEMS

5a. **Local 1771 US Forest Service Union:** Dan Duefrene, Regional Vice-President for Region 5 and President, Local 1771 on the Shasta Trinity National Forest, appears and gives presentation on Competitive Sourcing in the US Forest

Service and the possible negative impacts on Trinity County;
and

Direction given to Supervisor Modine, Supervisor Reiss and County Counsel to draft resolution in opposition to the Competitive Sourcing Initiative.

5b. **Trinity County Chamber of Commerce:** Carol Eli appears and gives presentation covering topics such as upcoming events, marketing, budget, and future marketing plans.

- Dero Forslund comments on the Trinity County Chamber of Commerce CD that will be playing on Channel 22 and at the State Fair, showing the different seasons of Trinity County.
- Ken Hill, Trinity Theatre reports on the “Trillium Film Festival” scheduled for next spring.
- Jerry Pratt, Board Chairman, reports on Trinity County Chamber of Commerce Budget.

**RECESSES AS THE BOARD OF SUPERVISORS;
RECONVENES AS THE TRANSPORTATION
COMMISSION**

6. TRANSPORTATION COMMISSION

6a. John Jelich, Planning Department Director, gives summary of May and the year-to-date (FY 02-03) fare box recovery rate for Trinity County Transit.

6b. On motion of Supervisor Freeman, seconded by Supervisor Reiss and carried, approves and authorizes Chairman to sign contract with Bartig, Basler & Ray, CPA’s to prepare Transportation Planning Agencies Financial Transactions State Controller’s Report and Transit Operators Financial Transactions State Controller’s Report for Fiscal Year 02/03 (Contract No. 2003-375), in the amount of \$1,000. Comments received from John Jelich, Planning Director.

**RECESSES AS THE TRASPORATION COMMISSION;
RECONVENES AS THE BOARD OF SUPERVISORS**

PUBLIC COMMENT

Mark Lathrop comments on advertising strategies in other rural communities.

SUBSEQUENT ITEM NO. 1

On motion of Supervisor Modine, seconded by Supervisor Reiss and carried, agrees to hear a subsequent item regarding the historic bridge in Deerlick Springs, on a finding that there is a need to take immediate action and the need for action came to the attention of the Board subsequent to the posting of the agenda.

On motion of Supervisor Modine, seconded by Supervisor Reiss and carried, directs Supervisor Modine to draft letter to national and regional foresters indicating the importance of keeping the current supplemental structure or finding a way to bolster the Historic Bridge at Deerlick Springs so that it would be a dual purpose bridge and still not violate the historic character of the bridge; and approve and authorize Chairman to sign.

SUBSEQUENT ITEM NO. 2

On motion of Supervisor Freeman, seconded by Supervisor Modine and carried, agrees to hear a subsequent item, regarding Shasta/Tehama Joint Community College District, on a finding that there is a need to take immediate action and the need for action came to the attention of the Board subsequent to the posting of the agenda.

On motion of Supervisor Freeman, seconded by Supervisor Reiss, and carried, directs Supervisor Modine to draft letter to Dr. Carl Aman, Search Consultant for Shasta College, showing the challenges and opportunities that face the college district as it relates to Trinity County as follows:

1. Ongoing efforts to locate a campus here in Weaverville.
2. Continue the operation of the Outreach Center in Hayfork.
3. The Forest Research Field Station in Hayfork.

11:30 PM
1:30 PM

RECESS
RECONVENE

7. OPEN PUBLIC HEARING: Reviews the annual 2002-2003 Grantee Performance Reports for the following CDBG grants. Presentation by Pat Mortensen.

- #00-EDBG-740 Microenterprise Activity (\$350,000)
- #00-STBG-1552 Dental Clinic and set aside activity for Roderick Senior Center (\$500,000)
- #02-STBG-1726 Housing Rehabilitation
- Community Facilities Revolving Loan Account
- Housing Rehabilitation Revolving Loan Account
- Economic Development Revolving Loan Account

No public or written comments received.

CLOSE PUBLIC HEARING

On motion of Supervisor Modine, seconded by Supervisor Freeman and carried, accepts the 2002-2003 Grantee Performance Reports for CDBG #00-EDBG-740 Microenterprise Activity, #00-STBG-1552 Dental Clinic and set aside activity for the Roderick Senior Center, #02-STBG-1726 Housing Rehabilitation, Community Facilities Revolving Loan Account, Housing Rehabilitation Revolving Loan Account and Economic Development Revolving Loan Account; and

Approves and authorizes County Auditor/Controller to sign the reports.

1:40 PM
1:50 PM

RECESSES
RECONVENES

RECESSES AS THE BOARD OF SUPERVISORS;
RECONVENES AS THE HOSPITAL GOVERNING BOARD

8. HOSPITAL STAFF REPORTS

8a. Administrative Report – George Koortbojian

- Liz MacGard LOA until 8/18/03
- DHS Program Flex Requests
- Management and Organization Restructure
- Staffing and Recruitment

8b. Finance Committee Report – Crystal Betts

- Preliminary June 2003 Financial Statements

9. CONTRACTS AND AGREEMENTS:

- 9a. On motion of Supervisor Freeman, seconded by Supervisor Modine, approves and authorizes Chairman to sign Amendment No. 1 with Nursing Options (Contract No. 2003-380), increasing the maximum cost to \$60,000.00, to continue to provide temporary staffing with the current staffing shortage. Supervisor Reiss – No.
- 9b. On motion of Supervisor Freeman, seconded by Supervisor Modine, approves and authorizes Chairman to sign Amendment No. 1 with Medical Staffing Partners (Contract No. 2003-381), increasing the maximum cost to \$60,000.00, to continue to provide temporary staffing with the current staffing shortage. Supervisor Reiss – No.
- 9c. On motion of Supervisor Freeman seconded by Supervisor Modine, approve and authorize Chairman to sign Amendment No. 1 with Healthcare Staffing Network (Contract No. 2003-382), increasing the maximum cost to \$60,000.00, to continue to provide temporary staffing with the current staffing shortage. Supervisor Reiss – No.
- 9d. On motion of Supervisor Freeman, seconded by Supervisor Modine, approves and authorizes Chairman to sign Amendment No. 2 (Contract No. 2003-371), increasing the maximum cost to \$20,000 and extending the contract term, with Reimbursement Management Employees, Inc. Supervisor Reiss – No.

10. APPROVAL OF DEPARTMENT MANUALS AND STANDARDS

- 10a. **Trinity Hospital Organizational Charts:** On motion of Supervisor Freeman, seconded by Supervisor Modine and carried, approves the following Trinity Hospital Organizational Charts:
- a. Trinity Hospital Organizational Chart
 - b. Trinity Hospital Clinical Organizational Chart
 - c. Trinity Hospital Business Organizational Chart
- 10b. **Standards:** On motion of Supervisor Freeman, seconded by Supervisor Modine and carried, approves the following Standards:

Blood Bank:

- a. Changing the Chart on the Blood Bank Refrigerator Constant Temperature Recorder
- b. Daily Inspection of Blood and Blood Components
- c. Look Back Notification Form
- d. Platelet Concentrations
- e. Minimum Requirements for Labeling of any Lab Specimens
- f. Blood Issue and Transfusion
- g. Blood Handling and Transfusion
- h. Reissue of Donor Units
- i. Use of Irradiated Blood and Cellular Components
- j. Quarantine of Donor Blood Products
- k. Required Monthly Alarm Check Blood Bank Refrigerator
- l. Recall of Look Back Procedure
- m. Use of Leukocyte Removal Filters

Human Resources:

- a. Performance Evaluations
- b. Position Descriptions
- c. Employee Newsletter
- d. Licenses and Certifications
- e. Time Reporting
- f. Breaks (Rest Periods/Meal Periods)
- g. Pay Periods
- h. Personnel Files
- i. Problems, Resolving

11. Medical Staff Report – Michelle Davey, D.O.

PUBLIC COMMENT

No comment received.

Meet in Closed Session

- A.** Quality Government Code Section 54962; Health and Safety Code Section 1461. Subject Matter: Staff Privileges.

- B. Government Code Section 54962; Health and Safety Code Section 32155. Subject Matter: Report of Quality Assurance Committee.

Reconvene in Open Session

Chairman reports on Closed Session:

- A. *Approves reappointment of Dr. Stemple, M.D.*
- B. *Received report of Quality Assurance Committee*

**RECESS AS THE HOSPITAL GOVERNING BOARD;
RECONVENE AS THE BOARD OF SUPERVISORS**

Meet in Closed Session

- C. Government Code Section 54956.9, subd. (a). Existing Litigation – Conference with Legal Counsel. Number of Cases: Two. (Litigation has been formally initiated).

County of Trinity v. Trinity Public Utilities District
Case No.: 01CV038

Harwood v. County of Trinity
Case No.: 01CV054

- D. Government Code Section 54956.9, subd. (b)(1) Anticipated Litigation – Conference with Legal Counsel. No. of cases: three.
 1. Claim filed by Randall Rader
 2. Claim filed by Brian Barta, Esq. on behalf of Judy Leija
 3. Claim filed by the City of Sacramento

Chairman reports on Closed Session:

- C. *Direction given to County Counsel on both cases.*
- D.
 1. *Claim filed by Randall Rader is approved.*
 2. *Claim filed by Brian Barta, Esq. on behalf of July Leija is denied.*
 3. *Claim filed by City of Sacramento is approved.*

3:40 PM

ADJOURN

All Ordinances introduced or enacted have been published or posted as provided in Government Code Section 25124.

DERO B. FORSLUND
DERO B. FORSLUND, County Clerk and
Ex-Officio Clerk of the Board of Supervisors
County of Trinity, State of California

BILLIE A. MILLER, Chairman
Board of Supervisors, County of
Trinity, State of California

By: _____
Deputy