NED COE
1st District

SHANE STARR
2nd District

KATHIE RHOADS
3rd District

CASEY COCKRELL
4th District

GERI BYRNE
5th District

Modoc County Board of Supervisors

TIFFANY A. MARTINEZ
CLERK OF THE BOARD
OF SUPERVISORS

204 S. COURT STREET
ALTURAS, CALIFORNIA 96101

PHONE: (530) 233-6201

BOARD OF SUPERVISORS MEETING
REGULAR MEETING

May 27, 2025

10:00 AM Call to Order

Attendee Name	Title	Status	Arrived
Ned Coe	Supervisor District I	Present	10:00 AM
Shane Starr	Supervisor District II	Present	10:00 AM
Kathie Rhoads	Supervisor District III	Present	10:00 AM
Casey Cockrell	Supervisor District IV	Present	10:00 AM
Geri Byrne	Supervisor District V	Present	10:00 AM
Margaret Long	County Counsel	Present	10:00 AM
Chester Robertson	County Administration Officer	Present	10:00 AM
Tiffany Martinez	Clerk of the Board/ACAO	Present	10:00 AM

Pledge of Allegiance

Moment of Prayer

Public Comment

Julie Threg stated she is a former healthcare worker and provided comments regarding the stop of COVID-19 vaccines. Threg urged the Board of Supervisors to order the Health Services department to stop promoting and administering all COVID-19 vaccines.

Ronald Owens, Jr., provided comments on the negative impacts of COVID-19 vaccines. Owens referred to the letter he provided to the Board of Supervisors on the impacts of COVID-19. Owens asked the Board of Supervisors to urge the County Health Officer to stop promoting and administering all COVID-19 vaccines.

Approval or Additions/Deletions to Agenda

County Counsel, Margaret Long, reported item 9.a. would be held in open session and would be an action item.

Motion to approve the agenda as presented.

RESULT:	**APPROVED AS AMENDED [UNANIMOUS]**
MOVER:	Geri Byrne, Supervisor District V
SECONDER:	Kathie Rhoads, Supervisor District III
AYES:	Coe, Starr, Rhoads, Cockrell, Byrne

Correspondence

Chair of the Board entered the following into the record: 1) Email regarding the Natural Resources Conservation Services (NRCS) is accepting Environmental Quality Incentives Program (EQIP) applications from livestock producers interested in reducing predator-livestock conflicts; 2) National Association of Counties (NACo) economic trends and public lands brochure.

a. Correspondence Received: Funding Request to Support LBBVRCD Reactivation and Operations.

RESULT:	**ANNOUNCED**

Department Head Reports

None.

<u>1. Board of Supervisors Items:</u>

1.a. PRESENTATION: Presentation by CliftonLarsenAllen (CLA) on the Business Opportunity Assessment for the County of Modoc which included a review of structure, process, and systems to provide recommendations to the Board of Supervisors on government efficiency and alignment with the County of Modoc vision and mission. (Board of Supervisors)

Clifton Larsen and Allen Director of Assessments and Systems Services, Amy Allred, provided a background on the Business Opportunity Assessment as follows: 1) Objectives and Scope; 2) Business Opportunity Assessment Approach; 3) Individuals interviewed; 4) Prioritization Key; 5) Key Findings and Executive Summary as follows:

Findings from the Business Opportunity Assessment

1) Lack of Cohesion and silos within the County structure

County government is made up of a varied group of both elected officials and appointed Department Heads. Each department, whether led by an elected official or an appointee, is responsible for staffing, budgeting, purchasing, processing expenditures, tracking and monitoring employee hours, receiving cash, and tracking expenditures against budget.

Centrally, funds received are deposited to the bank by the Treasurer and cash disbursements are made by the Auditor. There is, generally, little interaction between departments - either leadership or staff. Departments are housed in various facilities and have little reason or opportunity for interaction, with the exception of the centralized services of Treasury and Audit. This has created silos within the County structure.

Recommendation - To counteract the silo effect of each department operating independently, consider implementing regular meetings and working groups to not only guide the County through the coming period of growth and change, but to foster a stronger sense of team and shared vision.

Recommendation: Suggestions include:
• Elected Officials and Department Heads - regular meeting to discuss vision, manage change, and share progress
• Information Technology Committee - inventory software, assess technology needs, manage system upgrades, and develop the systems roadmap
• Fiscal Staff - include fiscal and/or administrative staff from each department to share processes and communicate change to their departmental teams
• Fiscal Working Groups - formed around various process and system improvement initiatives; responsible to develop, test, and roll-out process improvements.
Finally, consider utilizing consultants or contracted staff to support the County through process and system upgrades.

2) Varied Processes and Systems
As discussed above, the County's departments operate independently from one another, and have therefore developed varying internal processes for purchasing, cash receipting, budget tracking, and other key workflows. Further, many departments have acquired software to help manage these processes, and other critical functions performed within the department. In most instances, these software are managed within the department and not supported by the Information Technology team. The centralized cash management services within the Treasurer's and Auditor's offices utilize an enterprise resource planning (ERP) system, Finance Plus, to manage the County's finances. However, it is outdated, and other departments do not have access for reporting purposes. Additionally, the flow of information from the various departments is paper-based and cumbersome. ADP is used for payroll, processed within the Auditor's office, but not to its full capabilities. Timesheets and other critical information are tracked manually in spreadsheets and submitted via paper copies.

Recommendation - As part of the growth and transformation that County governance envisions, consider developing consistent, streamlined, and system-based processes for the fiscal functions throughout the County. Utilize the Fiscal staff members across the various departments to support this work, gain consensus, and advocate for process change within their teams.
Leverage technology with Finance Plus (an upgrade to Finance Enterprise would be required) as well as ADP Time and Attendance and HRIS modules to introduce automation into the fiscal processes from purchasing and accounts payable, to timesheets and paid time off tracking, to budgeting and reporting - including allowing expanded access to departmental teams into the ERP. Undertake the process of building a roadmap to guide the County through this process and support change management prior to beginning. The roadmap will be a critical tool in successful implementation of process and system improvements. Bring in consultants or contractors as needed throughout the transformation to support the various teams.

3) Decentralized reporting - Each department is tracking expenses against their budgets independently and in varying formats. This tracking is typically manual, time-consuming, and frustrating for the departmental teams. Additionally, in many instances where external reporting is required for grants and other specific funding sources, the departments are generally utilizing their own fiscal information to complete these reports without full knowledge of accuracy as compared with the County's official financial position. In most instances, the information in the County's ERP does not track down to the project or funding source level that may be required for external reporting. The County, in essence, lacks a single source of truth regarding fiscal information required to manage departments, programs, and overall performance.

Recommendation - Prioritize the decentralization of access to fiscal reporting and performance data as part of the overall process and system improvement roadmap. It is important for the County to have a single source for all fiscal information as it moves into a period of growth. This will require the implementation of an additional module in Finance Enterprise that allows for tracking of specific projects/funding sources, as well as mirroring the project codes in the Time and Attendance module of ADP. It will be critical for these two systems to move forward in tandem to optimize their functionality. Finally, budget owners will require access to the reporting functionality within Finance Enterprise to track, review, and report on budget and actual
expenditures.

Clifton Larsen and Allen Director of Assessments and Systems Services, Amy Allred, provided a background on the systems as follows:

1) Change management

Observation - Position for Change - The County is poised for significant transformative changes that could greatly enhance its operational efficiency and financial management. Several software packages have been acquired, including ADP Time and Attendance, ADP HRIS, and Euna Budget, but they have yet to be implemented. Additionally, the Auditor's office is considering integrating additional functionalities into the financial management system, such as project management, fixed assets management, and decentralized entry of accounts payable invoices and journal entries. These advancements present a substantial opportunity to streamline manual processes, eliminate redundant systems, and establish a unified source of truth for financial data. The implementation of these systems could lead to more accurate and consistent financial reporting, improved resource allocation, and enhanced decision-making capabilities. However, the success of these improvements hinge on careful management and alignment. Without proper oversight, these changes could inadvertently complicate
existing processes and result in inconsistent financial data. It is crucial to develop a comprehensive implementation strategy including dedicated project management, stakeholder engagement, thorough training, and continuous monitoring to ensure that the new systems integrate seamlessly with current operations and deliver the intended benefits.

Recommendation and Proposed Timeline - Change management is crucial for an organization because it verifies that changes are implemented smoothly and effectively, minimizing disruptions and maximizing benefits. Consider engaging a consultant to facilitate the change management process, along with a cross-functional Change Management Committee, and executing the following steps:

• Identify core processes, standardize, and document
• Document functional system requirements to facilitate these core processes

• Create a dependency matrix that clearly identifies dependencies of each of the improvements/changes
• Create a roadmap that sets the timeline for each
• For each of the system/functionality implementations or upgrades assign an internal project manager and engage an implementation advisory consultant that will support the County in achieving the functionality required from each system
• Consider that the jumping-off place for much of the system improvements is the upgrade of Finance Plus to the Enterprise in-cloud version.
Timeline would begin in quarter two of 2025 and conclude in quarter four of 2025

Systems and Integrations
Observation - Finance Plus - Finance Plus is an older version of the financial management software provided by CentralSquare. It is currently being underutilized. It is only utilized for general ledger, accounts payable, reporting and treasury. The general ledger and reports do not contain enough detail for operational departments. Therefore, almost all operational departments maintain their own financial records in QuickBooks or Excel.
Impact - Duplicate systems for tracking financial data in many operational departments; Manual, inefficient processes
Recommendation - Consider, as one of the initial steps, upgrading to the newest version of CentralSquare software to Finance Enterprise while conducting a system optimization exercise. This would allow for extended functionality to include fixed assets, project management, and decentralized entry of accounts payable invoices and journal entries. This would also be the optimal time to consider evaluating entity structure and the chart of accounts.

Observation - ADP Payroll - ADP Payroll is currently being used to process payroll. However, all inputs into the system are manual including timecards and personnel action notification forms.
Impact - Manual, inefficient processes; Risk of human error
Recommendation - Consider, when timing is appropriate, implementing ADP HRIS and Time and Attendance. Also consider implementing an integration between the payroll module and the County’s financial management system, to include the available project module.

Observation - Timekeeping - Timesheets are being manually filled out along with leave sheets. These are manually approved by supervisors and then forwarded to the Payroll Specialist for manual entry into the ADP payroll module.
Impact - Manual, inefficient processes; Risk of human error
Recommendation - Implementing the Time and Attendance module will allow for the elimination of paper packets to report time and leave usage. It will allow for employees to enter time via computer or mobile app and then allow for electronic approval by supervisors. Consider implementing this module at the appropriate time determined by the change management roadmap.

Observation - ADP HRIS - The County has purchased the HRIS module that will manage all elements of employee records from recruitment, to new hire, to benefits, to the evaluation process. Today a large portion of these steps are done manually and tracked on paper.
Impact - Manual, inefficient processes; Risk of human error
Recommendation - The implementation of this ADP module will automate many manual steps in the employee record life cycle. It will allow for more real-time access to accurate data and employee

changes will flow through all modules of ADP. Consider implementing this module at the appropriate time determined by the change management roadmap.

Observation - Euna Budget - Currently, department budgets are submitted to the Auditor in Excel format. Those individual department budgets are then compiled by the County Administrator who works with the Audit Committee to review the budgets in detail with each department head. The Administrator and Auditor's offices then collaborate on the final budget books that are presented to the Supervisors' Board for approval.
Impact - Manual, inefficient processes; Risk of human error; Limits collaboration
Recommendation - Consider implementing Euna Budget software at the appropriate time determined by the change management roadmap. It will eliminate many of the manual processes and combining of a large volume of Excel spreadsheets. It will also allow for electronic review and approval of the budget books. An important benefit will also be the ability for all departments to collaborate in the budget creation and revision by logging in directly to the software.

Observation - Expense Management - Currently, for purchases made on credit cards, receipts are saved by each department. The Auditor's office distributes the statement for the credit cards and each department goes through and finds their charges. The departments then provide, back to the Auditor's office, coding and the receipts taped down to sheets of paper for their respective charges.
Impact - Manual, inefficient processes; Risk of human error
Recommendation - Consider implementing an automated spend management system that will interface directly with the card issuing institution and the upgraded financial management system. This will allow departments to address charges as they occur and not accumulate until the end of the month. It will also provide a means for electronic review and approval. Consider undertaking a system selection process to determine appropriate functional requirements and select a software that best meets the County's needs.

Observation - Software Administration - Throughout the departments of the County, purchases of software are made independently. Those software packages are also administered by the purchasing department, even in cases where the software is used by multiple departments
Impact - Inconsistent administration of software systems; Lack of centralized oversight for shared software systems
Recommendation - In this context, a software administrator would be responsible for user setup and security, providing first-level user support, and monitoring software subscriptions and maintenance. It is advisable to position the role of software administrator within the IT department for all systems utilized by multiple departments.

Observation - Information Technology Committee - Currently each department within the County manages their own software needs. They purchase, setup and implement, and maintain software independently.
Impact - Lack of consolidated picture of all software systems in use; Possibility of duplicative software subscriptions
Recommendation - Consider establishing a cross-functional Information Technology Committee chaired by the IT Department Head. Members should include:
• County Administrator

• Auditor/Clerk/Registrar
• Assessor
• Representative from Sheriff’s office
• Representatives from three additional departments

This committee should convene monthly to review the inventory of all systems utilized within county functions. Additionally, it should establish a roadmap for system replacements or upgrades. All departments must submit requests for approval by this committee before implementing any new software packages.

Observation - Software Package Inventory - Departments throughout the County purchase and implement software packages independently as needs arise. Each department manages the software they have purchased. While departments track the software they each have, a consolidated list of all software utilized by the County does not exist.
Impact - Lack of consolidated picture of all software systems in use; Possibility of duplicative software subscriptions
Recommendation - Once established, the Information Technology Committee should conduct an inventory of all software systems used throughout the County. The inventory should have at minimum the following elements:

• Software name
• Support information
• Subscription expiration
• Subscription costs
• Name of the Modoc County System Administrator

After the list is compiled, the committee can then review for duplicative subscriptions and establish a roadmap for systems replacement or upgrades.

Observation - Disaster Recovery Plan - It was not observed that the County has a disaster recovery plan for all software systems in use.
Impact - Possibility of an extended gap in services; Possibility of lost data during a disaster
Recommendation - Once established, the Information Technology Committee should work with the IT department to establish a disaster recovery plan for all critical systems. This plan should be reviewed by the committee on an annual basis to adjust for any recent changes.

CLA Director of Assessments and Systems Services Allred provided a background on the current systems map and detailed the proposed systems map to reduce manual processes. CLA Director of Assessments and Systems Services Allred recommended the assistance of a process consultant to assist with developing a road map and setting clear timelines for the implementation of the various software systems and areas of efficiency throughout the county. Director of Assessments and Systems Services Allred discussed the importance of utilizing other fiscal staff throughout the county to create a collaborative process to identify areas of process improvement and spread the load of work throughout the county staff.

CLA Director of Assessments and Systems Services Allred provided a background on the structure of the county as follows: 1) Departments; 2) Auditor's Office; 3) Fiscal Staff.

CLA Director of Assessments and Systems Services Allred provided a background on the proposed collaborative structure as follows: 1) **Departmental Leadership** - •Monthly meeting of all Department Heads and Elected Officials •Set agenda to develop and discuss shared vision, status updates, etc. •Establish IT Committee •Support Fiscal Working Groups; 2) **Fiscal Team - All Departments** - •Start with bi-weekly meeting to develop fiscal transformation plan •Form Working Group teams to focus on individual processes and systems •Collaborate with the IT Committee for overall cohesion; 3) **Fiscal Working Groups**- •ERP Project Management Module •ADP Time & Attendance •Purchasing •Accounts Payable •Budget •Departmental Reporting •Others, as needed; 4) **Information and Technology Committee** - •Meet at least monthly to establish and monitor a systems roadmap •Members from: •County Administrator •Auditor/Clerk/ Registrar •Assessor •Sheriff's office •At least three additional departments; 5) Recommendation to bring in consultants/contractors to support change management

CLA Director of Assessments and Systems Services Allred provided an overview of the defined roles and responsibilities.

CLA Director of Assessments and Systems Services Allred provided an overview of the processes as follows: 1) Budget; 2) Purchasing; 3) Accounts Payable; 4) Expense management; 5) Revenues and accounts receivable; 6) Cash management and Treasury; 7) Month-End close and reconciliations; 8) Reporting; 9) HR, Payroll, and Timekeeping.

CLA Director of Assessments and Systems Services Allred provided an overview of the priorities and sequencing. CLA Director of Assessments and Systems Services Allred recommended the County obtain a consultant to support change management as outlined in the Business Opportunity Assessment.

2. Consent Agenda Items:

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Casey Cockrell, Supervisor District IV
SECONDER:	Kathie Rhoads, Supervisor District III
AYES:	Coe, Starr, Rhoads, Cockrell, Byrne

2.a. CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board to sign a recurring contract between the County of Modoc and The Smithwaters Group for the patient advocacy services, not to exceed $18,000.00, effective July 1, 2025 through June 30, 2027. (Behavioral Health)

Contract# 2025-106

2.b. CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board and the Director of Health Services to Docusign the Intergovernmental Transfer (IGT) agreement #24-0068 with the Department of Health Care Services (DHCS), effective January 1, 2024 through June 30, 2027. (Public Health)

Contract# 2025-107

2.c. CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board and the Director of Health Services to sign an amendment to the Intergovernmental Agreement Number #23-30113 between the County of Modoc and the Department of Health Care Services (DHCS) to increase the funding for Substance Use Disorder (SUD) services, from $713,940.00 to $1,270,455.00, effective July 1, 2023 through June 30, 2027. (Behavioral Health)

Contract# 2025-108

2.d. CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board and the Director of Health Services to sign a reoccurring Memorandum of Understanding (MOU) between Modoc County Social Services, Probation and Modoc County Public Health for the Health Care Program for Children in Foster Care, effective July 1, 2024 through June 30, 2026. (Public Health)

Contract# 2025-109

2.e. CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board and the Director of Health Services to sign the Evaluation Agreement with Strategies By Design, in the amount of $155,140.00, effective January 1, 2022 through June 30, 2027 as required by the Tobacco Program. (Public Health)

Contract# 2025-110

2.f. CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board to sign an annual agreement between the County of Modoc and California Department of Food and Agriculture (CDFA) for the Nursery Agreement 25-0276-000-AS, not to exceed $500.00, effective July 1, 2025 through June 30, 2026. (Agriculture)

Contract# 2025-111

2.g. CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board to sign an annual agreement between the County of Modoc and California Department of Food and Agriculture (CDFA) for the Certified Farmers Market Inspections Agreement, not to exceed $440.00, effective July 1, 2025 through June 30, 2026. (Agriculture)

Contract# 2025-112

2.h. CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board to sign a recurring grant agreement between the County of Modoc and California Air Resources Board (CARB) for the G24-MSR-11 Carl Moyer Grant, not to exceed $50,000.00, effective May 30, 2025 through December 31, 2033. (Air Pollution Control District)

Contract# 2025-113

2.i. CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board to sign an annual agreement between the Modoc County Probation Department and the Modoc County Office of Education for specialized services, effective July 1, 2025 through June 30, 2026. (Probation)

Contract# 2025-114

3. Behavioral Health Items:

3.a. CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board to sign a contract between the County of Modoc and Arkadiy Yaretskiy, MD, not to exceed $75,000.00, effective June 1, 2025. (Behavioral Health)

County Administrative Officer, Chester Robertson, provided a background on the proposed contract.

Contract# 2025-115

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Geri Byrne, Supervisor District V
SECONDER:	Kathie Rhoads, Supervisor District III
AYES:	Coe, Starr, Rhoads, Cockrell, Byrne

4. Treasurer/Tax Collector Items:

4.a. CONSIDERATION/ACTION: Requesting approval of a budget modification for Fiscal Year 2024-2025 to General Unit 001; Treasurer Unit 1140, and Tax Collector Unit 1160, modifying expenditures and revenues for a net zero impact. (Treasurer/Tax Collector)

Treasurer-Tax Collector, Cheryl Knoch, provided a background on the proposed budget modification.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Casey Cockrell, Supervisor District IV
SECONDER:	Kathie Rhoads, Supervisor District III
AYES:	Coe, Starr, Rhoads, Cockrell, Byrne

5. Probation Items:

5.a. CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board to sign an agreement between the County of Modoc and Tehama County for temporary placement of youth pursuant to Title 15 CCR and within provisions of the Welfare and Institutions Code, effective July 1, 2025 through June 30, 2026. (Probation)

Support Services Administrator, Don Raymond, provided a background on the proposed contract.

Contract# 2025-116

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Geri Byrne, Supervisor District V
SECONDER:	Shane Starr, Supervisor District II
AYES:	Coe, Starr, Rhoads, Cockrell, Byrne

6. County Clerk Items:

6.a. CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board and Registrar of Voters to Docusign agreement# 24G27125 between the County of Modoc and the Secretary of State for Help America Vote Act (HAVA) grant, in the amount to $15,789.00, effective June 1, 2025 through June 30, 2026. (Elections)

County Clerk, Stephanie Wellemeyer, provided a background on the proposed contract.

Contract# 2025-117

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Geri Byrne, Supervisor District V
SECONDER:	Kathie Rhoads, Supervisor District III
AYES:	Coe, Starr, Rhoads, Cockrell, Byrne

7. Administrative Services Items:

7.a. CONSIDERATION/ACTION: Requesting approval of a Resolution electing to cease to be subject to the Public Employees' Medical and Hospital Care Act concerning a recognized employee organization for the Deputy Sheriff's Association (DSA) safety member unit. (Administrative Services)

County Administrative Officer, Chester Robertson, provided a background on the proposed Resolution.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Casey Cockrell, Supervisor District IV
SECONDER:	Shane Starr, Supervisor District II
AYES:	Coe, Starr, Rhoads, Cockrell, Byrne

7.b. CONSIDERATION/ACTION: Requesting approval of the side letter of agreement between the County of Modoc and the Deputy Sheriff's Association (DSA Unit) regarding withdrawal from CalPERS Health Insurance. (Administrative Services)

County Administrative Officer, Chester Robertson, provided a background on the proposed side letter.

Human Resources Director and Risk Manager, Pam Randall, provided a background on the proposed side letter.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Geri Byrne, Supervisor District V
SECONDER:	Kathie Rhoads, Supervisor District III
AYES:	Coe, Starr, Rhoads, Cockrell, Byrne

11:00 a.m. Motion to recess until 11:30 a.m.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Geri Byrne, Supervisor District V
SECONDER:	Kathie Rhoads, Supervisor District III
AYES:	Coe, Starr, Rhoads, Cockrell, Byrne

11:41 a.m. The Board reconvened with Supervisor Coe, Rhoads, Starr, Cockrell, and Byrne present.

7.c. CONSIDERATION/ACTION: Requesting approval to award the bid of seventeen (17) Fredrich Zoneaire 12,300 BTU Packaged Terminal Air Conditioner to AjMadison, in the amount of $23,381.57. (Administrative Services)

County Administrative Officer, Chester Robertson, provided a background on the proposed bid award.

Contract# 2025-118

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Geri Byrne, Supervisor District V
SECONDER:	Shane Starr, Supervisor District II
AYES:	Coe, Starr, Rhoads, Cockrell, Byrne

7.d. CONSIDERATION/ACTION: Requesting approval of a budget modification for Fiscal Year 2024-2025 to General Fund 001; Unit 1640-Central Photo modifying expenditures in the amount of $820.00. (Administrative Services)

County Administrative Officer, Chester Robertson, provided a background on the proposed budget modification.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Kathie Rhoads, Supervisor District III
SECONDER:	Casey Cockrell, Supervisor District IV
AYES:	Coe, Starr, Rhoads, Cockrell, Byrne

7.e. CONSIDERATION/ACTION: Requesting approval to create the Watermaster Technician I class specification as a non-exempt position, Range 282: Step A-J; $4,459.00 - $6,916.00 monthly, effective June 1, 2025. (Administrative Services)

County Administrative Officer, Chester Robertson, provided a background on the proposed class specification.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Kathie Rhoads, Supervisor District III
SECONDER:	Shane Starr, Supervisor District II
AYES:	Coe, Starr, Rhoads, Cockrell, Byrne

7.f. CONSIDERATION/ACTION: Requesting approval to create the Watermaster Technician II class specification as a non-exempt position, Range 292: Step A-J; $4,687.00 - $7,271.00 monthly, effective June 1, 2025. (Administrative Services)

County Administrative Officer, Chester Robertson, provided a background on the proposed class specification.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Kathie Rhoads, Supervisor District III
SECONDER:	Shane Starr, Supervisor District II
AYES:	Coe, Starr, Rhoads, Cockrell, Byrne

7.g. CONSIDERATION/ACTION: Requesting approval to update the class specification for the Watermaster and set the appointed salary to $5,893.33 monthly as recommended by the County Administrative Officer, effective June 1, 2025. (Administrative Services)

County Administrative Officer, Chester Robertson, provided a background on the proposed class specification.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Kathie Rhoads, Supervisor District III
SECONDER:	Shane Starr, Supervisor District II
AYES:	Coe, Starr, Rhoads, Cockrell, Byrne

7.h. CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board to sign the fourth amendment to the Joint Powers Exercise Agreement for the Modoc Siskiyou Community Action Board, amending the term to January 1, 2014 through December 31, 2027. (Administrative Services)

County Administrative Officer, Chester Robertson, provided a background on the proposed amendment.

Contract# 2025-119

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Geri Byrne, Supervisor District V
SECONDER:	Casey Cockrell, Supervisor District IV
AYES:	Coe, Starr, Rhoads, Cockrell, Byrne

8. Comments/Reports:

a. Public Comments

None.

b. Administrative Services Report

None.

c. Department Head Reports

None.

d. Board of Supervisors Reports

Supervisor Starr reported on the following: 1) Superior California Economic Development (SCED) Corporation quarterly board meeting; 2) Meeting with High Desert Lumber and Pacific Power to discuss energy needs; 3) Modoc County Farm Bureau dinner; 4) Planning & Service Area 2 Area Agency on Aging (PSA 2) Executive Board meeting; 5) Recreation Economies from Rural Communities semi-finalist interview with Ryan Richardson of Superior California Economic Development (SCED), Carol Madison, and Cassie Oyarzun.

Supervisor Cockrell reported on the following 1) Participated in the Financial Manager position interview at the Sheriff's Office; 2) First 5 Commission meeting; 3) Planning & Service Area 2 Area Agency on Aging (PSA 2) Executive Board meeting; 4) Special Board of Supervisors meeting; 5) Modoc High School FFA Banquet; 6) First 5 Commission onboarding meeting; 7) Law Library meeting.

Supervisor Byrne reported on the following: 1) National Homebuyers Fund, Inc. (NHF) Executive Board meeting; 2) Rural County Representatives of California (RCRC) Executive Board meeting; 3) Golden State Finance Authority (GSFA) Executive Board meeting; 4) Golden State Connect Authority (GSCA) Executive Board meeting; 5) CLA/County of Modoc Business Opportunity Assessment meeting; 6) Rural County Representatives of California (RCRC) Williamson Act AB

1156 meeting; 7) Rural County Representatives of California (RCRC) County of the Chair planning meeting.

Supervisor Rhoads reported on the following: 1) CLA/County of Modoc Business Opportunity Assessment meeting; 2) Special Board of Supervisors meeting; 3) Law Library meeting; 4) Treasury Oversight Committee meeting.

Supervisor Coe reported on the following: 1) National Association of Counties (NACo) Rural Action Caucus monthly meeting; 2) California Rural Emergency Medical Services (EMS) Funding meeting; 3) California Fish and Game Commission - Wildlife Resources Committee public hearing regarding the status of coyotes; 4) Special Board of Supervisors meeting; 5) Western Interstate Region Annual meeting; 6) Interview regarding the Modoc Livestock Processing feasibility study.

12:02 p.m. Motion to recess for lunch until 1:15 p.m.

Motion to recess for lunch.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Geri Byrne, Supervisor District V
SECONDER:	Casey Cockrell, Supervisor District IV
AYES:	Coe, Starr, Rhoads, Cockrell, Byrne

1:40 p.m. The Board reconvened with Supervisor Coe, Rhoads, Starr, Cockrell, and Byrne present.

9. Board of Supervisors Items:

9.a. CLOSED SESSION: Public Employee Appointment - Conduct Interview (Pursuant to CA Government Code 54957 (b)(1)): Title: Treasurer/Tax Collector. ***- Item amended during the approval of the agenda.*** **(Administrative Services)**

Updated agenda item amended during the approval of the agenda as follows: Consideration/Action: Conduct interview for the position of Treasurer-Tax Collector and make a recommendation.

County Administrative Officer, Chester Robertson, provided a background on the public employee appointment process. County Administrative Officer Robertson reported the reason for the proposed appointment to the Office of Treasurer-Tax Collector is due to the retirement of long-time Treasurer-Tax Collector, Cheryl Knoch, on July 31, 2025. County Administrative Officer Robertson reported the position has been posted for several months and one application has been received.

The Chair of the Board introduced Macey Von Radar to the Board of Supervisors.

The Board of Supervisors and County Administrative Officer asked the candidate a series of questions related to her background and the position of the County of Modoc Treasurer-Tax

Collector. Ms. Von Radar responded to the questions and at the conclusion of the interview, asked several questions of the Board.

(NOTE: The full interview is available by listening to the May 27, 2025, Board of Supervisors audio.)

The Chair of the Board asked County Counsel for a recommendation on the next steps.

County Counsel, Margaret Long, reported the Board could make a decision whether the Board of Supervisors would like to offer the position to Ms. Von Radar and give direction to your County Administrator on coordinating the details of the offer. County Counsel Long reported the formal appointment would come back to the Board of Supervisors for a final determination and appointment. County Counsel Long recommended the Board hold a vote determination of moving the candidate forward with potential appointment as the Treasurer-Tax Collector.

Supervisor Rhoads reported Ms. Von Radar is not a personal friend of hers nor did Ms. Von Radar ever work for her, but stated there had been times she had gone over to the City of Alturas and interacted with Ms. Von Radar in her previous capacity as the City Clerk, and she was always present at work and professional. Supervisor Rhoads reported that over the years, she has seen people who abuse the positions that are elected. Supervisor Rhoads reported Ms. Von Radar never abused the office while she was at the City of Alturas. Supervisor Rhoads reported that this quality is something she finds very important in elected positions. Supervisor Rhoads reported the availability to the public, the availability to those that they work with, and completing the task at hand.

Motion by Supervisor Cockrell, second by Supervisor Rhoads to move forward with the appointment of Macey Von Radar to the office of Treasurer-Tax Collector.

Motion carried unanimously.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Casey Cockrell, Supervisor District IV
SECONDER:	Kathie Rhoads, Supervisor District III
AYES:	Coe, Starr, Rhoads, Cockrell, Byrne

10. Report at the conclusion of closed session any actions, if any, taken under Closed Session (Pursuant to Section 54957.1 of the CA Government Code).

ADJOURNMENT

Motion to adjourn.

Motion to adjourn the May 27, 2025 meeting.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Geri Byrne, Supervisor District V
SECONDER:	Shane Starr, Supervisor District II
AYES:	Coe, Starr, Rhoads, Cockrell, Byrne

The meeting was adjourned at 2:10 PM

There being no further business to come before the Board at this time, the meeting was adjourned to meet in regular session Tuesday, June 10, 2025 at 10:00 a.m.

Tiffany A. Martinez
Clerk of the Board

Ned Coe
Chair of the Board