

NED COE
1st District

SHANE STARR
2nd District

KATHIE RHOADS
3rd District

ELIZABETH CAVASSO
4th District

GERI BYRNE
5th District



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

July 26, 2022

9:00 AM Call to Order

Attendee Name	Title	Status	Arrived
Ned Coe	Supervisor District I	Present	9:00 AM
Kathie Rhoads	Supervisor District III	Present	9:00 AM
Elizabeth Cavasso	Supervisor District IV	Present	9:00 AM
Geri Byrne	Supervisor District V	Present	9:00 AM
Shane Starr	Supervisor District II	Present	9:00 AM
Sophia Meyer	County Counsel	Remote	9:00 AM
Mickey Cole	Extra Help	Present	9:00 AM
Tiffany Martinez	Clerk of the Board/ACAO	Present	9:00 AM

Pledge of Allegiance

Moment of Prayer

Supervisor, Kathie Rhoads, offered a word of prayer.

Public Comment

None.

Approval or Additions/Deletions to Agenda

None.

Motion to approve the agenda as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ned Coe, Supervisor District I
SECONDER:	Kathie Rhoads, Supervisor District III
AYES:	Coe, Rhoads, Cavasso, Byrne, Starr

Correspondence

The Chair of the Board entered correspondence received from the Veterans of Foreign Wars Auxiliary #3327 expressing appreciation to the Board of Supervisors.

- a. **Correspondence Received - Letter from the Bureau of Land Management Applegate Field Office regarding an Environmental Assessment that analyzes and discloses the potential impacts of the Hilltop Substation expansion.**

RESULT:	ANNOUNCED
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- b. **Correspondence Received - California Fish and Game Commission regarding a 15-day notice of revised proposed regulatory language concerning commercial harvest of kelp and other aquatic plants.**

RESULT:	ANNOUNCED
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- c. **Correspondence Received - Letter from Cheryll Aimee Barron regarding Big Valley Ranchettes and its road challenges in the event of wildfires.**

RESULT:	ANNOUNCED
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- d. **Correspondence Received - Veterans of Foreign Wars Auxiliary #3327 card expressing appreciation to the Board of Supervisors.**

RESULT:	ANNOUNCED
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Department Head Reports

None.

1. Public Hearing - 9:00 AM:

- 1.a. **PUBLIC HEARING: Vacationment of a public easement located south of Glenn Street, within the Willow Park Subdivision, adjacent to the City of Alturas. (Road/Airport)**

The Chair of the Board opened the public hearing at 9:02 a.m.

Road Commissioner, Mitch Crosby, provided a background on the vacationment of the alley. Road Commissioner Crosby reported on the following: 1) The proposed lot line adjustment would combine surrounding lots with the alley to become one large parcel; 2) There would be no need for utilities or public access to the alley.

Proponents: None.

Opponents: None

There being no public present to speak on the matter, the Chair of the Board closed the public hearing at 9:04 a.m.

2. Road/Airport Items:

2.a. CONSIDERATION/ACTION: Requesting approval of a Resolution to vacate an un-named alley in block three (3) of Willow Park Subdivision. (Road/Airport)

Road Commissioner, Mitch Crosby, provided a background on the resolution. Road Commissioner Crosby reported the vacationment of the alley would be contingent upon a lot line adjustment.

Resolution# 2022-30

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Elizabeth Cavasso, Supervisor District IV
SECONDER:	Shane Starr, Supervisor District II
AYES:	Coe, Rhoads, Cavasso, Byrne, Starr

FINAL CERTIFIED RESOLUTION# 2022-30

RESULT:	ANNOUNCED
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2.b. CONSIDERATION/ACTION: Requesting approval of a Resolution authorizing the submittal of an application for 2022 Airport Improvement Program grant funds for an Airport Improvement Plan (AIP) and a Pavement Maintenance Management Plan (PMMP). (Road/Airport)

Road Commissioner, Mitch Crosby, provided a background on the 2022 Airport Improvement Plan (AIP) grant application.

Resolution# 2022-31

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kathie Rhoads, Supervisor District III
SECONDER:	Ned Coe, Supervisor District I
AYES:	Coe, Rhoads, Cavasso, Byrne, Starr

FINAL CERTIFIED RESOLUTION# 2022-31

RESULT:	ANNOUNCED
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3. Board of Supervisors Items:

3.a. CONSIDERATION/ACTION: Requesting approval of the updated Modoc County Community Wildfire Protection Plan. (Board of Supervisors)

Modoc Fire Safe Council Executive Director & Fire Prevention County Coordinator, Mila Hadley, and the working group for the Community Wildfire Protection Plan (CWPP) provided a handout to the board members and members of the public. Modoc Fire Safe Council Executive Director & Fire Prevention County Coordinator Hadley provided a background on the handout and requested the board to review the last four (4) pages (Appendix C) of the CWPP.

CAL FIRE Lassen-Modoc Unit Devil's Garden Fire Center Assistant Chief, Steve Walker, thanked the Planning Director, Sean Curtis, the Office of Emergency Services, and all involved for their collaborative effort on the CWPP. CAL FIRE Lassen-Modoc Unit Devil's Garden Fire Center Assistant Chief Walker thanked Bureau of Land Management (BLM) Fire Prevention, Mitigation, and Education Specialist, Erin Brogan, for the maps. CAL FIRE Lassen-Modoc Unit Devil's Garden Fire Center Assistant Chief Walker provided a background on the following: 1) Firebreaks; 2) The tendency of fires to travel from the Southwest to the Northeast; 3) The proposed CWPP was purple on the map; 4) Appendix C had ranking. 5) Top priority would be the ongoing residential chipping; 6) Review of existing fuel breaks to re-enter in order to update the fuel breaks; 7) There was county-wide environmental compliance documentation; 8) Grant funding was available and the grant required a large landscape look.

Supervisor Coe asked if defensible space inspectors were CAL FIRE employees.

CAL FIRE Lassen-Modoc Unit Devil's Garden Fire Center Assistant Chief Walker replied the inspectors are CAL FIRE employees and would wear uniforms when they visited residences. CAL FIRE Lassen-Modoc Unit Devil's Garden Fire Center Assistant Chief Walker provided the inspectors' current work locations and their planned inspections.

Supervisor Byrne asked if the inspectors would be visiting the Big Valley Ranchettes, and relayed the Board of Supervisors had received a letter regarding the area.

CAL FIRE Lassen-Modoc Unit Devil's Garden Fire Center Assistant Chief Walker replied the inspectors would visit the Big Valley Ranchettes.

Supervisor Coe made a motion to approve the item with a terminology recommendation on a single item to be worked on in section 4.2.

Supervisor Cavasso provided the following comments regarding the CWPP handout: 1) Some minor edits would be necessary to the existing plan; 2) The expedient completion of the maps and Appendix C would assist various entities with grant applications for the current grant cycle; 3) Work on the maps and Appendix C had been the current focus, and additional detailed adjustments to the plan would follow at a later date; 4) Upon completion of the report, the Board of Supervisors requested a copy of the finalized document.

Modoc Fire Safe Council Executive Director & Fire Prevention County Coordinator Hadley replied the final document would be digitized and made available to members of the public and to the Board of Supervisors.

Supervisor Starr expressed appreciation for the breadth of scope in the report. Supervisor Starr reported Modoc Recreational Estates was experiencing a lack of water and there was need for an access road to the north. Supervisor Starr asked if those items would be reviewed.

CAL FIRE Lassen-Modoc Unit Devil's Garden Fire Center Assistant Chief Walker replied water source was always reviewed and the Fish and Game Commission could possibly dredge to make the water deeper. CAL FIRE Lassen-Modoc Unit Devil's Garden Fire Center Assistant Chief Walker replied it would be a monumental task to connect the rural road in the north to Oregon roads.

Supervisor Byrne reported the Lava Beds-Butte Valley Resource Conservation District (RCD) would appreciate any work if there was a need for their services.

CAL FIRE Lassen-Modoc Unit Devil's Garden Fire Center Assistant Chief Walker replied the CWPP plan should help those types of programs.

A discussion was held regarding the future online availability of the report as well as the layered map options.

Bureau of Land Management (BLM) Fire Prevention, Mitigation, and Education Specialist, Erin Brogan reported users would be able to select map view options and GIS layers.

Assistant County Administrative Officer, Tiffany Martinez, reported County Administrative Officer, Chester Robertson, had asked about the inclusion of Davis Creek and New Pine Creek to the CWPP.

Devil's Garden Forestry and Fire Protection Division Chief Walker replied the following: 1) Davis Creek and New Pine Creek could be included; 2) It was a living document and much work remained to be done on the plan; 3) Davis Creek and New Pine Creek were included in the WUI.

A discussion was held regarding the addition of grazing to be included in Appendix C.

Ordered on a motion by Supervisor Coe, seconded by Supervisor Rhoads to amend the motion to approve as amended of the updated Modoc County Community Wildfire Protection Plan with the inclusion of the following additions:

- 1. Davis Creek and New Pine Creek to be added to the Modoc CWPP Priority Project and WUI Areas map.**
- 2. Grazing to be added to Appendix C of the Modoc County CWPP Working Group- 2022 Project Ranking.**

Contract# 2022-127

RESULT:	APPROVE AS AMENDED [UNANIMOUS]
MOVER:	Ned Coe, Supervisor District I
SECONDER:	Kathie Rhoads, Supervisor District III
AYES:	Coe, Rhoads, Cavasso, Byrne, Starr

4. Consent Agenda Items:

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Kathie Rhoads, Supervisor District III
SECONDER:	Elizabeth Cavasso, Supervisor District IV
AYES:	Coe, Rhoads, Cavasso, Byrne, Starr

- 4.a. CONSIDERATION/ACTION: Requesting approval of the reappointment of Amanda Ponti as a District I Alternate Commissioner to the Modoc County Fish, Game, and Recreation Commission, effective July 1, 2022 to December 31, 2022. (Fish, Game & Recreation Commission)**

Farm Advisor Administrative Assistant, Cheryl Kunert, reported this was an appointment rather than a reappointment.

- 4.b. CONSIDERATION/ACTION: Requesting the reappointment of Wendy Dier to the Modoc County Law Library, effective January 1, 2022 through December 31, 2022. (Board of Supervisors)**
- 4.c. CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board and the Director of Health Services to sign an extension to the Professional Services agreement between the County of Modoc and First 5 Modoc for the purpose of providing COVID vaccine outreach and education not to exceed \$100,000.00, effective January 1, 2022 through June 30, 2024. (Health Services)**

Contract# 2022-128

- 4.d. **CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board and the Director of Health Services to sign an extension of the Professional Services agreement between the County of Modoc and TEACH Inc., for the purpose of providing COVID-19 vaccine outreach and education not to exceed \$100,000.00, effective January 1, 2022 through June 30, 2024. (Health Services)**

Contract# 2022-129

- 4.e. **CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board and the Director of Health Services to sign a retroactive agreement between Modoc County Behavioral Health and Women's Recovery Services, not to exceed \$50,000.00, effective July 1, 2022 through June 30, 2023. (Behavioral Health)**

Contract# 2022-130

- 4.f. **CONSIDERATION/ACTION: Requesting approval and authorization for the Chair of the Board and the Director of Health Services to sign the Amendment to the agreement between Modoc County Behavioral Health and CalMHSA in regards to the WET program, change in allocated funds from \$98,150.69 to \$94,210.20. (Behavioral Health)**

Contract# 2022-131

5. Health Services Items:

- 5.a. **CONSIDERATION/ACTION: Requesting permission to add one (1) Health Program Manager, Range 280: Step A-F; \$3,941.00 - \$5,030.00 to the allocation table and grant permission to advertise and fill the position. (Health Services)**

Director of Health Services, Stacy Sphar, provided a background on the position.

Supervisor Cavasso asked how many years of the salary for the position would the funding allocation cover and if the new funding would cover the salary for only a portion of the position.

Director of Health Services Sphar replied the following: 1) The funding allocation would cover the entire salary of the position; 2) There was a minimum of three (3) years of continued funding; 3) The cost of the position was minimal in comparison to the allotment received from the grant.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kathie Rhoads, Supervisor District III
SECONDER:	Ned Coe, Supervisor District I
AYES:	Coe, Rhoads, Cavasso, Byrne, Starr

6. Probation Items:

6.a. CONSIDERATION/ACTION: Requesting permission to add one (1.0) Administrative Assistant to the Personnel Allocation Table, Range 203: Step A-F; \$2,684.00 - \$3,425.00 monthly. (Probation)

Human Resources (HR) Director, Pam Randall, provided a background on the position. HR Director Randall reported the request to advertise and hire should have been included in the item.

Supervisor Cavasso asked what the confidence level was for future funding to continue to carry the position in future years.

Human Resources Director Randall replied the funding would be encompassed within grants and the Probation Department would be required to include it within its budget.

Assistant County Administrative Officer (ACAO), Tiffany Martinez, provided comments the position would be partially paid from a pilot program of pretrial grants. ACAO Martinez reported there was a high level of confidence the funding would continue in the future.

Supervisor Byrne requested to include the position would end if the funding ceased.

Ordered on a motion by Supervisor Cavasso, seconded by Supervisor Starr to approve as amended to grant permission to add one (1.0) Administrative Assistant to the Personnel Allocation Table, Range 203: Step A-F; \$2,684.00 - \$3,425.00 monthly and to advertise and hire and continue funding the position as long as appropriate funding is available for an Administrative Assistant within the Probation Department.

RESULT:	APPROVE AS AMENDED [UNANIMOUS]
MOVER:	Elizabeth Cavasso, Supervisor District IV
SECONDER:	Shane Starr, Supervisor District II
AYES:	Coe, Rhoads, Cavasso, Byrne, Starr

7. Watermaster Items:

7.a. CONSIDERATION/ACTION: Requesting approval of a Resolution requesting the collection of charges on the County tax roll for Watermaster fees for Fiscal Year 2022-2023. (Watermaster)

Watermaster Department Executive Secretary, Peggy Ash, provided a background on the resolution. Watermaster Department Executive Secretary Ash reported the collected fees would enable the Watermaster Department to function for the 2022-2023 Fiscal Year.

Supervisor Coe reported he would abstain from voting on the item.

Resolution# 2022-32

RESULT:	APPROVED [4 TO 0]
MOVER:	Kathie Rhoads, Supervisor District III
SECONDER:	Shane Starr, Supervisor District II
AYES:	Rhoads, Cavasso, Byrne, Starr
ABSTAIN:	Coe

FINAL CERTIFIED RESOLUTION# 2022-32

RESULT:	ANNOUNCED
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8. District Attorney Items:

- 8.a. CONSIDERATION/ACTION: Requesting approval to reclassify the salary and update the job classification of Paralegal I, Range 218: Step A-F; \$2,892.00 - \$3,691.00 monthly to Range 253: Step A-F; \$3,445.00 - \$4,396.00 monthly as a non-exempt position, effective August 1, 2022. (District Attorney)**

Human Resources (HR) Director, Pam Randall, provided a background on the position. HR Director Randall reported the position had gone through the Reclassification Review and Salary Adjustment Committee recommendation process.

Assistant County Administrative Officer, Tiffany Martinez, reported the position had not been reclassified since 1996.

HR Director Randall reported the position was currently vacant and the District Attorney's office would not be filling the position at this time.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kathie Rhoads, Supervisor District III
SECONDER:	Ned Coe, Supervisor District I
AYES:	Coe, Rhoads, Cavasso, Byrne, Starr

- 8.b. CONSIDERATION/ACTION: Requesting approval to reclassify the salary and update the job classification of Paralegal II, Range 228: Step A-F; \$3,041.00 - \$3,882.00 monthly to Range 273: Step A-F; \$3,806.00 - \$4,857.00 monthly as a non-exempt position, effective August 1, 2022. (District Attorney)**

Human Resources (HR) Director, Pam Randall, provided a background on the position. HR Director Randall reported the position had not been reclassified since 1996.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kathie Rhoads, Supervisor District III
SECONDER:	Elizabeth Cavasso, Supervisor District IV
AYES:	Coe, Rhoads, Cavasso, Byrne, Starr

8.c. CONSIDERATION/ACTION: Requesting approval to create the position of Chief District Attorney Investigator, Range 298: Step A-F; \$4,311.00-\$5,503.00 monthly as a non-exempt position, effective August 1, 2022. (District Attorney)

Human Resources (HR) Director, Pam Randall, provided a background on the creation of the position. HR Director Randall provided the following comments on the position: 1) This would be a new position; 2) The individual in the position would be administering code enforcement; 3) The individual in the position would perform investigations through the District Attorney's office; 4) The individual in this position would perform welfare fraud investigation for the Social Services department.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kathie Rhoads, Supervisor District III
SECONDER:	Ned Coe, Supervisor District I
AYES:	Coe, Rhoads, Cavasso, Byrne, Starr

8.d. CONSIDERATION/ACTION: Requesting permission to add one (1.0) Chief District Attorney Investigator to the Personnel Allocation Table, Range 298: Step A-F; \$4,311.00 - \$5,503.00 monthly as a non-exempt position and grant permission to promote from within, effective August 1, 2022. (District Attorney)

Human Resources (HR) Director, Pam Randall, provided a background on the addition to the allocation table. HR Director Randall reported the department would promote from within to the position of Welfare Fraud Investigator.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kathie Rhoads, Supervisor District III
SECONDER:	Elizabeth Cavasso, Supervisor District IV
AYES:	Coe, Rhoads, Cavasso, Byrne, Starr

8.e. CONSIDERATION/ACTION: Requesting approval to update the job classification of the Victim Witness Coordinator and Public Administrator. (District Attorney)

Assistant County Administrative Officer (ACAO), Tiffany Martinez, reported this action was to include the recommendations from the Reclassification Review and Salary Adjustment Committee which had not been included in the previous action. ACAO Martinez reported this action would not change the adoption or effective date of the position.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ned Coe, Supervisor District I
SECONDER:	Shane Starr, Supervisor District II
AYES:	Coe, Rhoads, Cavasso, Byrne, Starr

8.f. CONSIDERATION/ACTION: Requesting permission to hire one (1) Deputy District Attorney III at Range 382: Step-B; \$6,885.00 monthly, effective August 29, 2022. (District Attorney)

Director of Human Resources, Pam Randall, provided a background on the candidate for the position. HR Director Randall reported on the need to fill the position and provided comments on the many qualifications of the applicant.

Supervisor Byrne reported generally the county did not hire above a Step A but the applicant was highly qualified for the position.

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

9. Comments/Reports:

a. Public Comments

None.

b. Administrative Services Report

Assistant County Administrative Officer, Tiffany Martinez, provided a report on the following: 1) The Interim District Attorney position was currently flying; 2) The Code Enforcement Ad Hoc Committee would schedule an upcoming meeting to test iWorQ; 3) Expressed appreciation to the Director of Health Services, Stacy Sphar, and her staff for their work on the iWorQ system; 4) County Administrative Officer, Chester Robertson, had attended many meetings; 5) The stream gage equipment had arrived.

c. Department Head Reports

None.

d. Board of Supervisors Reports

Supervisor Starr reported on the following: 1) Modoc Economic Development Corporation (MEDC) meeting; 2) Meeting with Historical Society Secretary-Treasurer, Dixie Server.

Supervisor Rhoads reported on the following: 1) United States Forest Service (USFS) Coordination meeting; 2) Law Library Committee meeting was rescheduled.

Supervisor Cavasso reported on the following: 1) Western Fire Leadership Council (National Cohesive Wildland Fire Management Strategy) meeting; 2) First 5 Modoc Commission meeting; 3) Participation on the interview panel for the Assistant District Attorney position; 4) Modoc County Community Correction Partnership (CCP) meeting; 5) Modoc County Juvenile Justice Partnership meeting; 6) Superior California Economic Development District (SCED) meeting; 7) Superior California Economic Development, Inc. (SCED) meeting; 8) Modoc Fire Safe Council meeting.

Supervisor Coe reported on the following: 1) Lobbyist Bob Weidner meeting; 2) California State Association of Counties (CSAC) preparation meeting for National Association of Counties (NACo) Annual Conference meetings; 3) Northern California Emergency Medical Services (Nor-Cal EMS) Board meeting; 4) United States Forest Service (USFS) meeting regarding Secure Rural Schools; 5) California State Association of Counties (CSAC) preparation meeting for National Association of Counties (NACo) Annual Conference meetings; 6) PSA 2 Area Agency on Aging (PSA 2 AAA) Board meeting; 7) Gov Invest and Chandler Asset Management meeting; 8) National Association of Counties (NACo) Annual Conference meetings; 9) Public Lands Committee meetings; 10) Western Interstate Region (WIR) meeting.

Supervisor Byrne reported on the following: 1) During a recent trip to Canada she saw no trash on the roadways and noticed trash bins had been provided at all pullouts. Supervisor Byrne asked if the California Department of Transportation (Caltrans) would provide trash bins at the junction of Highway 229 and Highway 139; 2) A call from a Newell resident regarding water and paperwork from the Office of Emergency Services (OES) that had reportedly been lost; 3) Golden State Natural Resources (GSNR) meeting scheduled for tomorrow; 4) Reclassification Review and Salary Adjustment Committee meeting scheduled for Thursday.

The Chair of the Board read the closed session item into the record.

10:08 a.m. Motion to go into Closed Session.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Elizabeth Cavasso, Supervisor District IV
SECONDER:	Ned Coe, Supervisor District I
AYES:	Coe, Rhoads, Cavasso, Byrne, Starr

10. Closed Session:

- 10.a. CLOSED SESSION: Pursuant to CA Government Code 54957.6 - Conference with Labor Negotiator Mr. Scott McLeran and Pam Randall to discuss United Public Employees of California (UPEC) and Deputy Sheriff's Association (DSA) negotiations. (Administrative Services)**

RESULT:	DIRECTION GIVEN
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10:57 a.m. The Board reconvened and reported out of closed session with Supervisor Coe, Rhoads, Cavasso, Byrne, and Starr present.

ADJOURNMENT

Motion to adjourn.

Motion to adjourn the July 26, 2022 meeting.

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

The meeting was adjourned at 10:58 AM

There being no further business to come before the Board at this time, the meeting was adjourned to meet in regular session Tuesday, August 9, 2022 at 10:00 a.m.

Tiffany A. Martinez
Clerk of the Board

Geri Byrne
Chair, Modoc County Board of Supervisors