

**SHASTA COUNTY BOARD OF SUPERVISORS**

Tuesday, December 4, 2007

**REGULAR MEETING**

9:02 a.m.: Chairman Cibula called the Regular Session of the Board of Supervisors to order on the above date with the following present:

District No. 1 - Supervisor Kehoe  
District No. 2 - Supervisor Cibula  
District No. 3 - Supervisor Hawes  
District No. 4 - Supervisor Hartman  
District No. 5 - Supervisor Baugh

County Administrative Officer - Larry Lees  
County Counsel - Karen Jahr  
Deputy Clerk of the Board - Valerie Ibarra  
Deputy Clerk of the Board - Diane Colson

**INVOCATION**

Invocation was given by Pastor Jack Witt, River Valley Redding Foursquare Church.

**PLEDGE OF ALLEGIANCE**

Pledge of Allegiance to the Flag was led by Mark Woodward.

**INTRODUCTIONS**

Introductions of the Members of the Board, County staff, elected officials, and County department heads were made.

**SEASONAL MUSIC BY THE ENTERPRISE HIGH SCHOOL**

**VICTORIAN CAROLERS**

The Enterprise High School Victoria Carolers, led by Debbie Divine, performed a selection of seasonal music.

**BOARD MATTERS**

**DECEMBER 2007 EMPLOYEE OF THE MONTH**  
**ELIGIBILITY WORKER II CLAUDIA BIRCH**  
**RESOLUTION NO. 2007-149**

At the recommendation of Director of Social Services Jane Work and by motion made, seconded (Kehoe/Hawes), and unanimously carried, the Board of Supervisors adopted Resolution No. 2007-149, which recognizes Eligibility Worker II Claudia Birch as Shasta County's December 2007 Employee of the Month.

(See Resolution Book No. 48)

**PROCLAMATION: PEARL HARBOR REMEMBRANCE DAY**

At the recommendation of Veterans Service Officer Dave Lanford and by motion made, seconded (Hartman/Baugh), and unanimously carried, the Board of Supervisors adopted a proclamation which designates December 7, 2007 as Pearl Harbor Remembrance Day in Shasta County. Pearl Harbor survivor Mel Fisher accepted the proclamation and announced that the annual Pearl Harbor Remembrance Ceremony will be held December 7, 2007 at 9:50 a.m. in front of the World War II Veterans Memorial located next to the courthouse.

**ITEMS PULLED FROM CONSENT CALENDAR**

Supervisor Kehoe pulled for discussion the agreement with TALX Corporation.

**CONSENT CALENDAR**

By motion made, seconded (Baugh/Kehoe), and unanimously carried, the Board of Supervisors took the following actions, which were listed on the Consent Calendar, as amended:

Approved and authorized the Chairman to sign the County Claims List totaling \$32,500 requiring special board action. (Auditor-Controller)

Approved the minutes of the meeting held on November 27, 2007, as submitted. (Clerk of the Board)

Introduced and waived the reading of an ordinance which amends Section 3.40.020 of the Shasta County Code, *Disposition of Surplus Property*, to update a reference to an administrative policy. (County Counsel)

Approved and authorized the Chairman to sign a retroactive agreement with the County of Tehama in the amount of \$10,802 for the County of Shasta to provide regional epidemiological services for the period July 1, 2006 through June 30, 2008. (Public Health)

For the proposed Tract Map No. 1943, Santa Barbara Estates, Units 3 and 4 (north Redding area), for the Street Lighting Zone, received the petition for formation, affidavit verifying petition information, County Surveyor's report, and parcel charge report; for the Permanent Road Division, received the petitions for formation and activation, affidavit verifying petition information, maintenance cost estimate, County Surveyor's report, and parcel charge report; and set a public hearing for January 22, 2008 at 9:00 a.m. (or as soon thereafter as may be heard) to consider formation and activation. (Public Works)

Approved and authorized the Chairman to sign an amendment to the agreement with The Louis Berger Group, Inc. extending the term of the agreement to December 5, 2008 to

provide additional liaison services between the County and the Stewardship Council to evaluate and provide recommendations for the conservation of over 140,000 acres of watershed lands currently owned by Pacific Gas & Electric. (Resource Management)

### **ACTION ON ITEMS PULLED FROM CONSENT CALENDAR**

#### **AGREEMENT: TALX CORPORATION**

#### **“THE WORK NUMBER” EMPLOYMENT VERIFICATION SERVICE**

In response to questions by Supervisor Kehoe, County Counsel Karen Jahr explained that no County data will be compromised by entering into this agreement, the State Department of Social Services recommends TALX Corporation, the indemnification clause in the agreement is standard language, and County Counsel has reviewed the agreement and approves it as to form.

By motion made, seconded (Kehoe/Baugh), and unanimously carried, the Board of Supervisors approved and authorized the Chairman to sign an agreement with TALX Corporation to provide ongoing access to “The Work Number” employment verification service effective the date of signing; and approved and authorized the Health and Human Services Agency Director to sign amendments to the agreement that do not incur a cost and do not result in substantive changes to the intent of the original agreement. (Social Services)

9:40 a.m.: The Board of Supervisors recessed and convened as the In-Home Supportive services Public Authority Governing Board.

### **SPECIAL DISTRICTS/OTHER AGENCIES CONSENT CALENDAR**

#### **IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY GOVERNING BOARD**

By motion made, seconded (Baugh/Hawes), and unanimously carried, the In-Home Supportive Services (IHSS) Public Authority Governing Board took the following action, which was listed on the Consent Calendar:

Approved and authorized the Chairman to sign an agreement with Michael L. Luke and Leslie A. Luke d.b.a. Harvest Video Productions in an amount not to exceed \$1,905.88 to produce IHSS provider orientation videos from the date of signing through May 31, 2008. (IHSS Public Authority)

9:41 a.m.: The IHSS Public Authority Governing Board adjourned, and the Board of Supervisors reconvened.

### **REGULAR CALENDAR**

#### **PRESENTATIONS**

#### **ANDERSON FIRE PROTECTION DISTRICT**

Anderson Fire Protection District Chief Joe Piccinini discussed the plans and goals of the District, including updating the City of Anderson Emergency Operation Plan and developing a community wild fire protection program.

**SHASTA COUNTY'S GOVERNMENTAL ACCOUNTING STANDARDS BOARD 45  
ACTUARIAL VALUATION OF POST-EMPLOYMENT BENEFITS**

Bartel Associates representative John E. Bartel discussed Governmental Accounting Standards Board (GASB) 45 explained that governments must conduct an actuarial valuation of their liability for post-employment benefits other than pension and report them on their financial statements. Mr. Bartel summarized the post-employment benefits that Shasta County currently offers and defined GASB 45 terms. Funding alternatives include:

1. Alternative 1: The County does not set up an irrevocable trust and pays as it goes; and
2. Alternative 2: The County sets up an irrevocable trust and contributes the full required amount annually.

County Administrative Officer Larry Lees stated he met with Director of Support Services Joann Davis, Auditor-Controller Connie Regnell, and Administrative Fiscal Chief Bebe Palin to prepare five different funding options to present to the Board for approval on December 18, 2007.

By consensus, the Board of Supervisors accepted the report.

10:40 a.m.: The Board of Supervisors recessed.

10:47 a.m.: The Board of Supervisors reconvened.

**GENERAL GOVERNMENT**

**ADMINISTRATIVE OFFICE/BOARD OF SUPERVISORS**

**LEGISLATIVE UPDATE/SUPERVISORS' REPORTS**

County Administrative Officer (CAO) Larry Lees had no legislative report.

Supervisors reported on issues of countywide interest.

**ADMINISTRATIVE OFFICE**

**SHASTA COUNTY ADMINISTRATIVE MANUAL  
COUNTY BUDGETARY RESERVES  
POLICY RESOLUTION NO. 2007-09**

CAO Lees presented the staff report and recommended building the General Reserve to five percent of unrestricted General Fund resources. Mr. Lees stated that due to economic uncertainties, the national recommendation is a fixed General Reserve of 5 to 15 percent. Shasta County's established reserve is currently at 2.5 percent. In response to a question by Supervisor Kehoe as to the difference between the Contingency Reserve and General Reserve, CAO Lees explained that the Contingency Reserve is used for immediate fiscal emergencies, and the General Reserve is used for long-term uncertainties and projects.

By motion made, seconded (Hartman/Baugh), and unanimously carried, the Board of Supervisors adopting Policy Resolution No. 2007-09, which adds a policy to the County's Administrative Manual regarding maintenance of County budgetary reserves.

(See Policy Resolution Book)

CONTROLLED HIRING PROCESS  
RESOLUTION NO. 2007-150

Administrative Fiscal Chief Bebe Palin presented the staff report and recommended approval of the process. CAO Lees explained the controlled hiring process will aid job security and save money.

Sheriff Tom Bosenko stated there has been a concentrated effort to fill vacancies for public safety 24-hour positions. Currently the Sheriff's Office has 32 vacancies already budgeted, and he expressed concern over public safety candidates seeking employment elsewhere in fear of layoffs after learning of a controlled hiring process. Sheriff Bosenko requested an exemption from the controlled hiring process for public safety positions.

In response to questions by Supervisors, CAO Lees discussed the difficulties in differentiating where to draw the line if exemptions are made for specific departments and confirmed that the process will not impede hiring.

In response to a question by Supervisor Hartman, District Attorney Jerry Benito stated he is not concerned about the time delays of the process, but he is concerned over the increased work of justifying the filling of a position that previously the Board of Supervisors directed the District Attorney's Office to create.

By motion made, seconded (Baugh/Hawes), and carried, the Board of Supervisors adopted Resolution No. 2007-150, which implements a controlled hiring process on all current and future vacancies in the County workforce effective December 4, 2007 with an exemption for Deputy Sheriff positions and outlines the criteria for the process. Supervisors Hartman and Kehoe voted no as they opposed any exemption.

(See Resolution Book No. 48)

QUINCY LIBRARY GROUP PILOT PROJECT UPDATE

County Forester Frank Stewart discussed the Quincy Library Group Pilot Project (QLGPP) objectives, including sound forest management to prevent catastrophic fires, to create economic opportunities for rural communities, to sustain water supply, and to provide solutions to carbon sequestering; he also requested funding in the amount of \$7,000 for the 2007-08 Lawsuit and Legal Fund.

In response to a question by Supervisor Cibula as to requested legal documents, Mr. Stewart explained that he had requested the QLGPP legal counsel to provide County Counsel all legal documents to review and was unaware that this was not done.

In response to a question by Supervisor Cibula, CAO Lees stated that although he concurs that the County does need to aid in keeping the forests livable and sustainable, he does not recommend the approval of the funding due to other County funding commitments.

Sierra Pacific Industries (SPI) Director of Government Affairs Mark Pawlicki stated SPI supports the County's contribution to the Lawsuit and Legal Fund, and he agrees that the forest thinning projects do impact wild fires.

Supervisor Kehoe requested Mr. Stewart provide records showing the accountability of the funding previously approved by the Board of Supervisors.

In response to a question by Supervisor Cibula, Mr. Stewart noted that he provided updates directly to Supervisor Hawes but not to all Supervisors to avoid a potential violation of the Brown Act.

Supervisor Hawes moved to approve funding in the amount of \$7,000 for the 2007-08 Lawsuit and Legal Fund of the Quincy Library Group Pilot Project; Supervisor Hartman seconded the motion.

After further discussion, Supervisor Hawes withdrew the motion in order to allow the matter to be continued for Mr. Stewart to provide further information. Supervisor Hartman withdrew her second.

By consensus, the Board of Supervisors directed the matter to be continued for four weeks to allow County Forester Frank Stewart to provide detailed information as to expenditures to the Board of Supervisors.

### **CLOSED SESSION ANNOUNCEMENT**

Chairman Cibula announced that the Board of Supervisors would recess to a Closed Session to discuss the public employee appointment of the Director of Support Services.

12:23 p.m.: The Board of Supervisors recessed to Closed Session.

12:44 p.m.: The Board of Supervisors recessed from Closed Session and reconvened in Open Session with all Supervisors, County Administrative Officer Larry Lees, County Counsel Karen Jahr, and Deputy Clerks of the Board Valerie Ibarra and Diane Colson present.

### **REPORT OF CLOSED SESSION ACTIONS**

County Counsel Karen Jahr reported that the Board of Supervisors met in Closed Session and by motion made, seconded (Kehoe/Baugh), and unanimously carried, the Board of Supervisors ratified the appointment by CAO Lees of Michelle Schafer as Director of Support Services.

12:45 p.m.: The Board of Supervisors adjourned.

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Chairman

ATTEST:

LAWRENCE G. LEES  
Clerk of the Board of Supervisors

By \_\_\_\_\_  
Deputy