

## **BOARD OF SUPERVISORS**

Terrell Swofford, 1<sup>st</sup> District  
Kevin Goss, Vice Chair 2<sup>nd</sup> District  
Sharon Thrall, 3<sup>rd</sup> District  
Lori Simpson, 4<sup>th</sup> District  
Jon Kennedy, Chair 5<sup>th</sup> District

**AGENDA FOR REGULAR MEETING OF DECEMBER 02, 2014 TO BE HELD AT 11:00 A.M.  
IN THE BOARD OF SUPERVISORS ROOM 308, COURTHOUSE, QUINCY, CALIFORNIA**

**10:00 – 11:00 A.M. – COMMUNITY DEVELOPMENT COMMISSION**

**[www.countyofplumas.com](http://www.countyofplumas.com)**

### **AGENDA**

The Board of Supervisors welcomes you to its meetings which are regularly held on the first three Tuesdays of each month, and your interest is encouraged and appreciated.

Any item without a specified time on the agenda may be taken up at any time and in any order. Any member of the public may contact the Clerk of the Board before the meeting to request that any item be addressed as early in the day as possible, and the Board will attempt to accommodate such requests.

Any person desiring to address the Board shall first secure permission of the presiding officer. For noticed public hearings, speaker cards are provided so that individuals can bring to the attention of the presiding officer their desire to speak on a particular agenda item.

Any public comments made during a regular Board meeting will be recorded. The Clerk will not interpret any public comments for inclusion in the written public record. Members of the public may submit their comments in writing to be included in the public record.

**CONSENT AGENDA:** These matters include routine financial and administrative actions. All items on the consent calendar will be voted on at some time during the meeting under "Consent Agenda." If you wish to have an item removed from the Consent Agenda, you may do so by addressing the Chairperson.



**REASONABLE ACCOMMODATIONS:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the Clerk of the Board at (530) 283-6170. Notification 72 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility. Auxiliary aids and services are available for people with disabilities.

## **STANDING ORDERS**

11:00 A.M. **CALL TO ORDER/ROLL CALL**

### **PLEDGE OF ALLEGIANCE**

### **ADDITIONS TO OR DELETIONS FROM THE AGENDA**

### **PUBLIC COMMENT OPPORTUNITY**

Matters under the jurisdiction of the Board, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda unless it is determined to be an urgency item by the Board of Supervisors. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of 3 minutes.

### **DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS**

Brief announcements by, or brief reports on their activities by County Department Heads

## **ACTION AGENDA**

### **SPECIAL DISTRICTS GOVERNED BY BOARD OF SUPERVISORS**

The Board of Supervisors sits as the Governing Board for various special districts in Plumas County including Dixie Valley Community Services District; Walker Ranch Community Services District; Grizzly Ranch Community Services District; Beckwourth County Service Area; Plumas County Flood Control and Water Conservation District; Quincy Lighting District; Crescent Mills Lighting District; County Service Area #12.

### **Convene as the Flood Control & Water Conservation District Governing Board**

1. **FLOOD CONTROL & WATER CONSERVATION DISTRICT** – Robert Perreault
  - A. Report on the status of the public negotiations with the California Department of Water Resources and the State Water Contractors having to do with the State Water Project Contract Extension. Discussion, possible action and/or direction to staff
  - B. Report on the status of the proposed "Plumas Amendment" having to do with the "2003 Monterey Settlement Agreement." Discussion, possible action and/or direction to staff.

### **Adjourn as the Flood Control & Water Conservation District Governing Board and reconvene as the Board of Supervisors**

## **2. DEPARTMENTAL MATTERS**

- A) **PROBATION** – Dan Prince  
Authorize the Probation Department to recruit and fill vacant 1.0 FTE Legal Services Assistant I/II position created by retirement. Discussion and possible action
- B) **SHERIFF** – Greg Hagwood  
Approve budget transfer of \$8,000 from Court Security Contingency account (528400) to Safety Equipment fixed asset account (544700) for purchase of safety equipment. **Four/fifths required roll call vote**
- C) **PUBLIC HEALTH AGENCY** – Mimi Hall
  - 1) Approve budget transfer of \$1,000 from special department expense to Fixed Asset for the balance of a vehicle purchase. Discussion and possible action
  - 2) Approve a Supplemental Budget and unanticipated revenues in Senior Nutrition (Budget Unit 20830) of \$18,032 from the Area Agency on Aging for FY 2014-2015. Discussion and possible action

- D) **SOCIAL SERVICES** – Elliott Smart  
1) Presentation of Social Services Trends Report for quarter ending September 30, 2014  
2) Authorize the Department of Social Services to recruit and fill 1.0 FTE Employment and Training Worker I/II position. Discussion and possible action
- E) **TREASURER/TAX COLLECTOR** – Julie White  
Report and update on status of refunding the 2003 Certificates of Participation (COP) Series “A”. Discussion and possible action
- F) **MENTAL HEALTH** – Peter Livingston  
Presentation of proposed program and budget adjustments for the Department of Mental Health; and discussion and possible action directing staff to proceed with recruitment of positions as presented and return to the Board on December 16, 2014 for adoption of the required Resolution(s) to amend the position allocation for FY 2014-2015
- G) **PLUMAS COUNTY COORDINATING COUNCIL** – Robert Perreault  
Approve and authorize the Chair to sign letter from the Board of Supervisors to the USFS regarding the proposed directive for Commercial Filming in Wilderness; Special Uses Administration. Discussion and possible action

### 3. **BOARD OF SUPERVISORS**

- A. Correspondence  
B. Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations.

### 4. **CONSENT AGENDA**

These items are expected to be routine and non-controversial. The Board of Supervisors will act upon them at one time without discussion. Any Board members, staff member or interested party may request that an item be removed from the consent agenda for discussion. Additional budget appropriations and/or allocations from reserves will require a four/fifths roll call vote.

#### A) **BOARD OF SUPERVISORS**

- 1) Authorize payment of \$325.53 to Feather Publishing for out of area postage reimbursement for 2013 and 2014 Plumas County Visitors Guide  
2) Ratify letter to the Department of Transportation (Caltrans) for encroachment permit (25<sup>th</sup> Annual Quincy Main Street Sparkle and Light Parade to be held Friday, December 05, 2014 from 4:30 p.m. to 7:00 p.m.)

#### B) **CLERK OF THE BOARD**

Approve Board minutes for November 2014

#### C) **PROBATION**

Approve and authorize the Chief Probation Officer to sign contract between County of Plumas and Evan B. Sundby, Ph.D. for psychological evaluations. Approved as to form by County Counsel

#### D) **ELECTIONS**

Certify election results of the November 04, 2014 California General Election

#### E) **PUBLIC HEALTH AGENCY**

- 1) Adopt **RESOLUTION** to the U.S Department of Transportation to apply for Federal funding under FTA Section (49 U.S.C. Section 5310) and authorize the Director of Public Health to sign agreement and assurances, subject to approval as to form by County Counsel  
2) Approve and authorize the Chair to sign the following Agreements with the Public Health Agency: MAA1415CODING with Fairbanks, LLC for \$20,625, HPP1415SHASTA with County of Shasta for \$11,481.14 and CHAMP with Nightingale Notes. Approved as to form by County Counsel

**F) ALCOHOL & OTHER DRUG SERVICES**

Adopt **RESOLUTION** to accept California Department of Health Care Services (DHCS) Contract Number 14-90084 for Substance Abuse Prevention and Treatment Services for FY 2014-15 through FY 2016-17; and authorize the Director of Alcohol & Other Drug Services to sign

**G) OFFICE OF EMERGENCY SERVICES**

Approve Continuation of Local Emergency Due to Drought

**H) PLUMAS EARLY EDUCATION & CHILD CARE COUNCIL**

Approve and authorize the Chair to sign Certification of Plumas Early Education & Child Care Council (Local Planning Council) annual member appointment

**I) MUSEUM**

Authorize the Plumas County Museum to close to the public for the month of January 2015 to allow staff to process accessions, archives and other outstanding projects

**J) PUBLIC WORKS**

Ratify action of November 07, 2014 authorizing the creation of a Petty Cash Account for the Department of Public Works

**K) MENTAL HEALTH**

- 1) Approve and authorize the Director of Mental Health to sign Performance Contracts with the Department of Health Care Services. Approved as to form by County Counsel
- 2) Approve and authorize the Chair to sign contract with Ken Crandall, MSW to provide consulting services to the Department of Mental Health. Approved as to form by County Counsel
- 3) Approve and authorize the Chair to sign renewal contract with Kings View Corporation for provision of Electronic Healthcare Records and associated technology services. Approved as to form by County Counsel

**L) COUNTY COUNSEL**

Authorize R. Craig Settlemyre, County Counsel to sign a three (3) year contract with LexisNexis for access to Lexis Advance (online legal research)

**5. CLOSED SESSION**

**ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION**

- A. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d) (1) of Government Code §54956.9 (Workers Compensation Claim No. TIBO-549782 and Claim No. TIBP-550176)
- B. Conference with Legal Counsel: Existing litigation pursuant to Subdivision (d) (1) of Government Code §54956.9 – High Sierra Rural Alliance v. County of Plumas, Plumas Superior Court Case No. CV14-00009
- C. Conference with Legal Counsel: Initiation of litigation pursuant to Subdivision (d)(4) of Government Code §54956.9 - Plumas National Forest Travel Management Plan
- D. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9
- E. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit

**REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)**

**ADJOURNMENT**

Adjourn meeting to Tuesday, December 09, 2014, Board of Supervisors Room 308, Courthouse, Quincy, California.






**PLUMAS COUNTY PROBATION DEPARTMENT**  
**DAN PRINCE**  
**CHIEF PROBATION OFFICER**

270 County Hospital Road, Ste. 128., Quincy, CA 95971  
(530) 283-6200 Fax (530) 283-6165

2A

**DATE:** November 3, 2014  
**TO:** The Honorable Board of Supervisors  
**FROM:** Dan Prince, Chief Probation Officer   
**SUBJECT:** Request to Fill Vacant Legal Services Assistant Position

**Recommendation:**

Authorize the Probation Department to fill a vacant, funded, 1.0 FTE Legal Services Assistant I/II position that is available due to the employee's retirement.

**Background:**

The Probation Department's Legal Services Assistant I/II is a critical, integral administrative support position that not only assists the front office in dealing with phone calls, new clients, check-ins, scheduling clients, and case information data entry, but also the probation officers in drafting petitions for revocation, the closing of cases, progress reports, statistical reporting to state agencies, accessing California Law Enforcement Terminal criminal records, and accompanying the officers to court during hearings.

Currently, the Probation Department is utilizing the part-time services of an extra-help employee until the position can be permanently filled.




GREGORY J. HAGWOOD  
SHERIFF/CORONER

# Office of the Sheriff

1400 E. Main Street, Quincy, California 95971 • (530) 283-6375 • Fax 283-6344

2B

## Memorandum

**DATE:** November 4, 2014  
**TO:** Honorable Board of Supervisors  
**FROM:** Sheriff Greg Hagwood   
**RE:** Agenda Item for the meeting of December 2, 2014

### Recommended Action:

Approve and authorize a budget transfer in the amount of \$8,000.00 from Court Security (dept 70387) contingency account (528400) to Safety Equipment fixed asset account (544700) for purchase of safety equipment.

### Background and Discussion:

The FY 14/15 Administrative and Budgetary Controls require transfers to/from a contingency account or to/from a fixed asset account to be approved by the Board of Supervisors.

The Court Security budget is designated to be used for expenses relating to providing adequate court security. The funds budgeted in the contingency account are available for transfer to cover the cost of the needed safety equipment.

TRANSFER NUMBER  
(Auditor's Use Only)

The reason for this request is (check one):

A.	<input type="checkbox"/>	Transfer to/from Contingencies OR between Departments
B.	<input type="checkbox"/>	Supplemental Budgets (including budget reductions)
C.	<input checked="" type="checkbox"/>	Transfers to/from or new Fixed Asset, out of a 51XXX
D.	<input type="checkbox"/>	Transfer within Department, except fixed assets, out of a 51XXX
E.	<input type="checkbox"/>	Establish any new account except fixed assets

Board
Board
Board
Auditor
Auditor

(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

## TRANSFER TO OR SUPPLEMENTAL EXPENDITURE ACCOUNTS

(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF SUPPLEMENTAL, NEW UNBUDGETED EXPENSE)

Supplemental budget requests require Auditor/Controller's signature

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) Transfer from Court Security contingency account for unanticipated expense

B) Funds budgeted in contingency account available if needed

C) Expense to be incurred this fiscal year

D) N/A

Approved by Department Signing Authority:

Ron Tower

☒ Approved/ Recommended

☐ Disapproved/ Not recommended

Auditor/Controller Signature:

John A. [Signature]

Board Approval Date: \_\_\_\_\_

Agenda Item No. \_\_\_\_\_

Clerk of the Board Signature: \_\_\_\_\_

Date Entered by Auditor/Controller: \_\_\_\_\_

Initials \_\_\_\_\_

### INSTRUCTIONS:

Original and 1 copy of ALL budget transfers go to Auditor/Controller. If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

Supplemental transfer must have Auditor/Controllers signature. Auditor/Controller will forward all signed, supplemental transfers to the Board for approval.

If one copy of agenda request and 13 copies of Board memo and backup are attached, the entire packet will be forwarded, after all signatures are obtained, to the Clerk of the Board. If only the budget form is sent, it will be returned to the Department after all signatures are obtained.

Transfers that are going to be submitted to the Board for approval:

- A. Must be signed by the Auditor/Controller; if supplemental must be signed by the Auditor/Controller.



# Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

Mimi Khin Hall, MPH, CHES, Director

<input type="checkbox"/> <b>Administration &amp; Health Education</b> Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> <b>Clinic &amp; Nursing Services</b> Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> <b>Senior Nutrition &amp; Transportation</b> Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> <b>Environmental Health</b> Quincy Office Suite 127 Quincy, CA 95971 (530) 283-6355 (530) 283-6241 Fax	<input type="checkbox"/> <b>Environmental Health – Chester</b> 222 First Avenue Post Office Box 1194 Chester, CA 96020 (530) 258-2536 (530) 258-2844
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**To:** Honorable Board of Supervisors

**From:** Mimi Khin Hall

**Agenda:** Item for December 2, 2014

**Recommendation:** Approve a Budget Transfer in Public Health (Budget Unit 70560) in the amount of \$1,000.00 from special department expense to Fixed Asset for the balance of a vehicle purchase.

**Background Information:** As the Board is aware, Public Health (70560) projected, and received approval, for budget of \$50,000 to purchase to purchase two vehicles. Per the Plumas County Purchasing Policy, the department implemented a bid process to purchase one all-wheel drive passenger van and one all-wheel drive mid-size sedan. The bid process has closed for the passenger van. The lowest bid meeting all required specifications for the sedan exceeded the budget by approximately \$870, so the bid for the sedan remains open and shall be closed upon contracting. For the Board's information, we are seeking any mid-sized sedan which is either new, or late model used with low mileage.

Should the Board approve the budget transfer, the department will disseminate another round of notices stating that the vehicle bid for a sedan is still open. Increasing the budget by \$1,000 will increase our ability to find a vehicle that meets the specifications required.

A copy of the Budget Transfer is attached for your review.

Please contact me if you have any questions or need more information.

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support request.





# Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

202

Mimi Khin Hall, MPH, CHES, Director

<input type="checkbox"/> Administration & Health Education Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> Clinic & Nursing Services Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> Senior Nutrition & Transportation Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> Environmental Health Quincy Office Suite 127 Quincy, CA 95971 (530) 283-6355 (530) 283-6241 Fax	<input type="checkbox"/> Environmental Health – Chester 222 First Avenue Post Office Box 1194 Chester, CA 96020 (530) 258-2536 (530) 258-2844
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**To:** Honorable Board of Supervisors

**From:** Mimi Khin Hall

**Agenda:** Item for December 2, 2014

**Recommendation:** Approve a Supplemental Budget and unanticipated revenues in Senior Nutrition (Budget Unit 20830) in the amount of \$18,032.00 from the Area Agency on Aging for FY 2014-2015.

**Background Information:** As the Board is aware, Area Agency on Aging has awarded the Senior Nutrition Program one-time only funds in the amount of \$18,032.00 for FY 2014-2015. This additional funding will be used for personnel, food, household expense and professional services.

A copy of the Supplemental Budget with line item detail are attached for your review.

Please contact me if you have any questions or need more information.

TRANSFER NUMBER  
(Auditor's Use Only)

Date **11/18/2014**

**Approval Required**

- Board  
Board  
Board  
Auditor  
Auditor

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.





DEPARTMENT OF SOCIAL SERVICES  
AND PUBLIC GUARDIAN

Courthouse Annex, 270 County Hospital Road, Suite 207, Quincy, California 95971

ELLIOTT SMART  
DIRECTOR

(530) 283-6350  
Fax: (530) 283-6368  
Toll Free: (800) 242-3338

DATE: NOVEMBER 21, 2014

TO: HONORABLE BOARD OF SUPERVISORS

FROM: ELLIOTT SMART, DIRECTOR  
DEPARTMENT OF SOCIAL SERVICES

SUBJ: BOARD AGENDA ITEM FOR DECEMBER 2, 2014

RE: SOCIAL SERVICES TRENDS REPORT

**It is Recommended that the Board of Supervisors**

Receive and file the Social Services Trends report.

**Background and Discussion**

Social Services Trends is a quarterly report to the Plumas County Board of Supervisors and the citizens of Plumas County. The report provides information regarding public assistance caseloads and workload trends for services that are offered by the Department of Social Services. The report being delivered to the Board today includes case count and work load data through September 30, 2014.

Copies: PCDSS Management Staff  
Members of the Human Services Cabinet

Enclosure

## SOCIAL SERVICES TRENDS

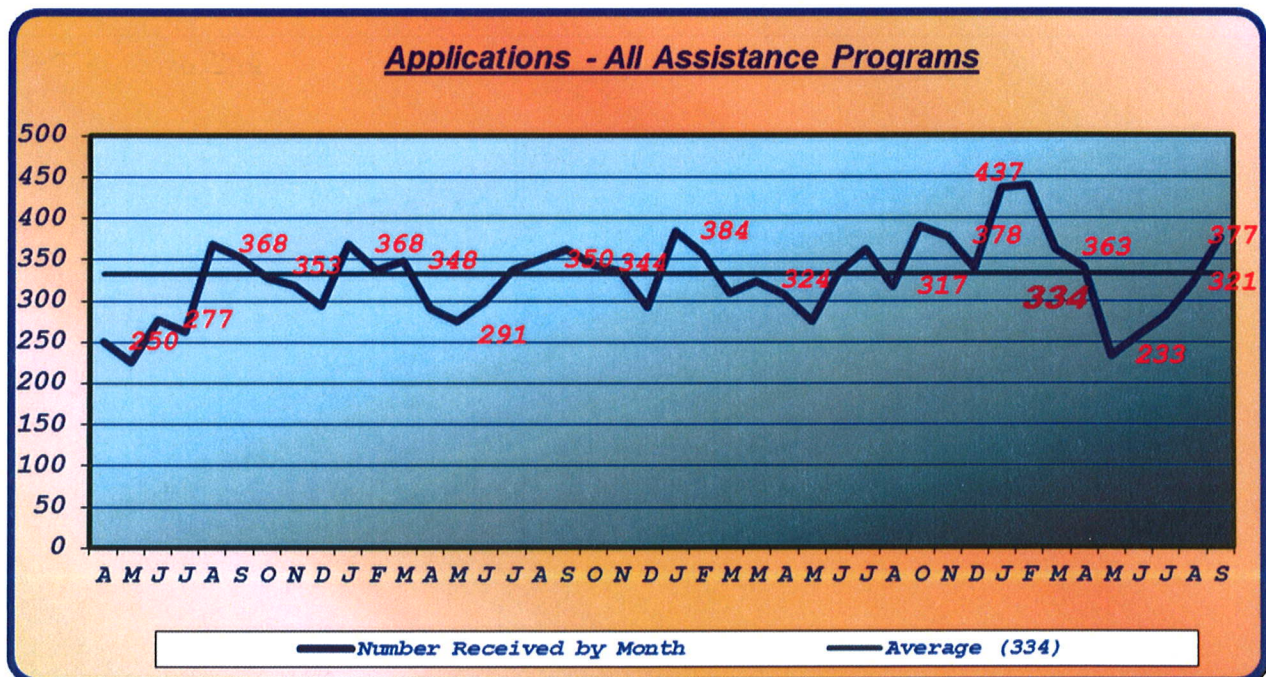
Quarter Ending: September 30, 2014

**Social Services Trends** is a quarterly report to the Plumas County Board of Supervisors and members of the public. This report provides case counts, application data, referrals for services and other workload information in the Department of Social Services. This edition of Trends includes case counts and workload data for the three-month quarter that ended September 30, 2014. The Department welcomes questions regarding the information contained in this report or about our programs and services. Additional information regarding our programs is available by calling 530-283-6350 or by accessing the Plumas County web site at [www.countyofplumas.com](http://www.countyofplumas.com).

### **I. WELFARE TO WORK & PUBLIC ASSISTANCE DIVISION**

#### **A. APPLICATIONS RECEIVED**

Application counts grew some through the July through September period of 2014. Generally speaking however, there appears now to have been some stability in application counts for the three year period that is displayed below, with the exception of last January and February where the application counts exceeded 400. That increase was associated with the Affordable Care Act. With the exception of those two anomalous months, the application count has remained close to the average of 334 per month.





## **B. CONTINUING CASES**

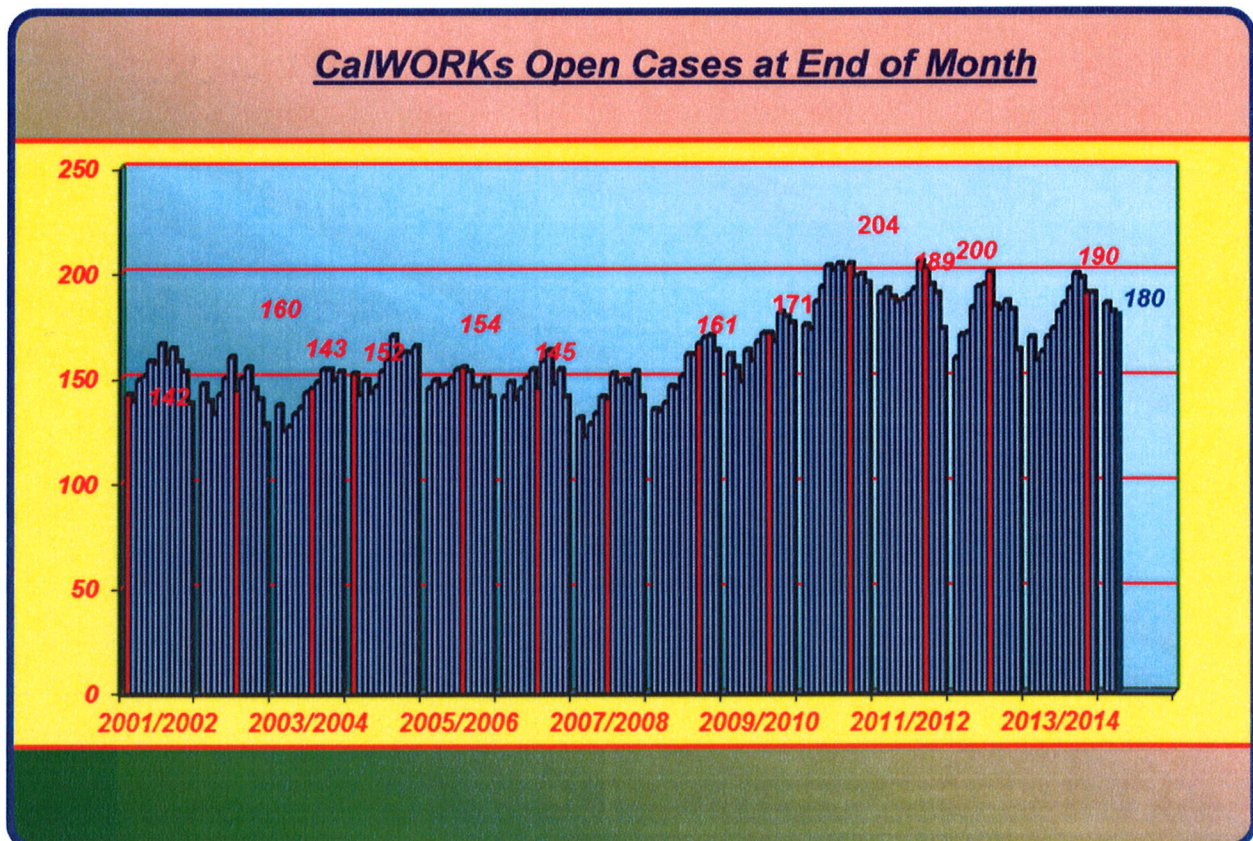
### **(1). Cash Assistance (AFDC/CalWORKs)**

The case count for CalWORKs assistance has continued to stay in a range that fluctuates between 150-200 cases. The case count dropped again during the past three months (180 cases at the end of September). One-third of the CalWORKs cases are “child only” cases meaning that the adult has another source of income and is likely a non-needy adult relative. Nearly all of these cases involve children who’ve been placed in the home of a relative or a non-relative extended family member. Those children remain eligible for CalWORKs assistance during the entire period of their placement.

The drop in case count during the summer months is encouraging for two reasons. Typically the drop during this period is associated with CalWORKs recipients earning sufficient income from employment that they no longer need to rely on CalWORKs cash. The lower case count during this period not only reflects that, but also that there are jobs to be found for the former recipients.

#### **Average Monthly Caseload**

2011/2012	191
2012/2013	181
2013/2014	180





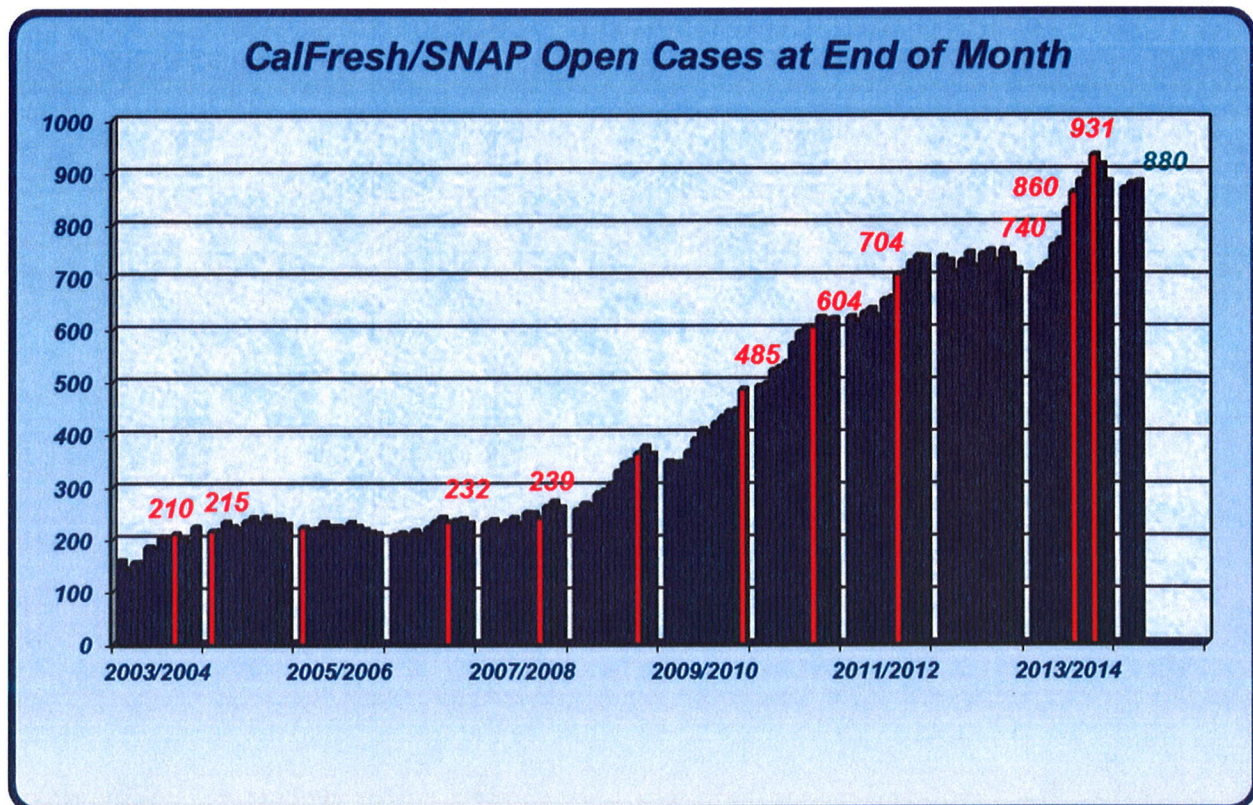
## (2). CalFresh (Food Stamps) Assistance

### A. Case Count

The case count totaled 931 at the end of April. In the Department's Trends Report for the quarter that ended June 30, 2014, we noted that we believed it to be likely that the pattern of growth in this case count was coming to an end. We noted that there were some signs of growth in employment and that this could lead to a decline in the case count for CalFresh assistance. We note that the case count for the most recent quarter has remained below the 900 count threshold which we believe continues to reflect a modest, but positive change in job opportunities. We are hopeful that this trend remains through the Fall quarter.

#### Average Monthly Caseload

2011/2012	672
2012/2013	733
2013/2014	822



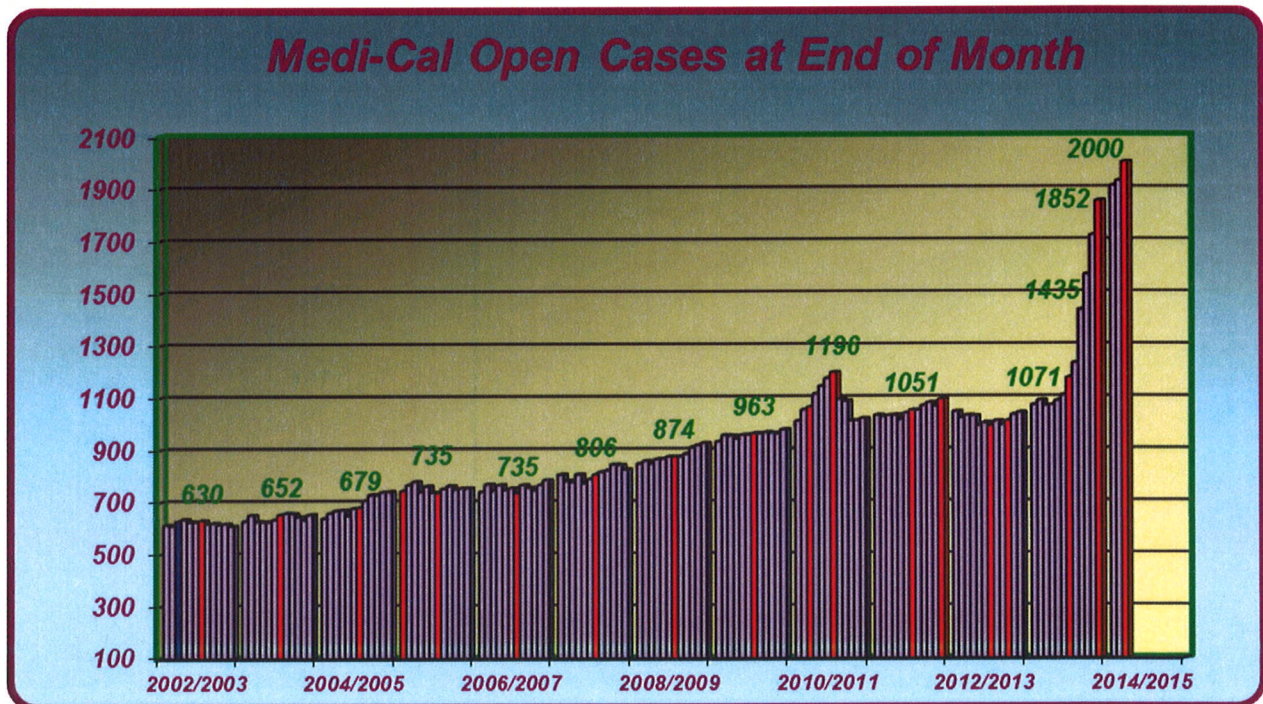
### (3). Medi-Cal

The Department's estimates had been that new Medi-Cal cases that would be added as a result of the Affordable Care Act might be in the range of between 500 to 700 new cases. As the case count data presented below shows, those estimates were low. In July, 2013 the count for open Medi-Cal cases was 1071 cases. At the end of September, 2014 (fifteen months later) the count was 2000 cases. The caseload has almost doubled.

A new open enrollment period began on November 15, 2014. While we don't expect the volume of new cases that came to us during the prior year, we do expect the case count to continue to grow.

#### Average Monthly Caseload

2011/2012	1049
2012/2013	1017
2013/2014	1459



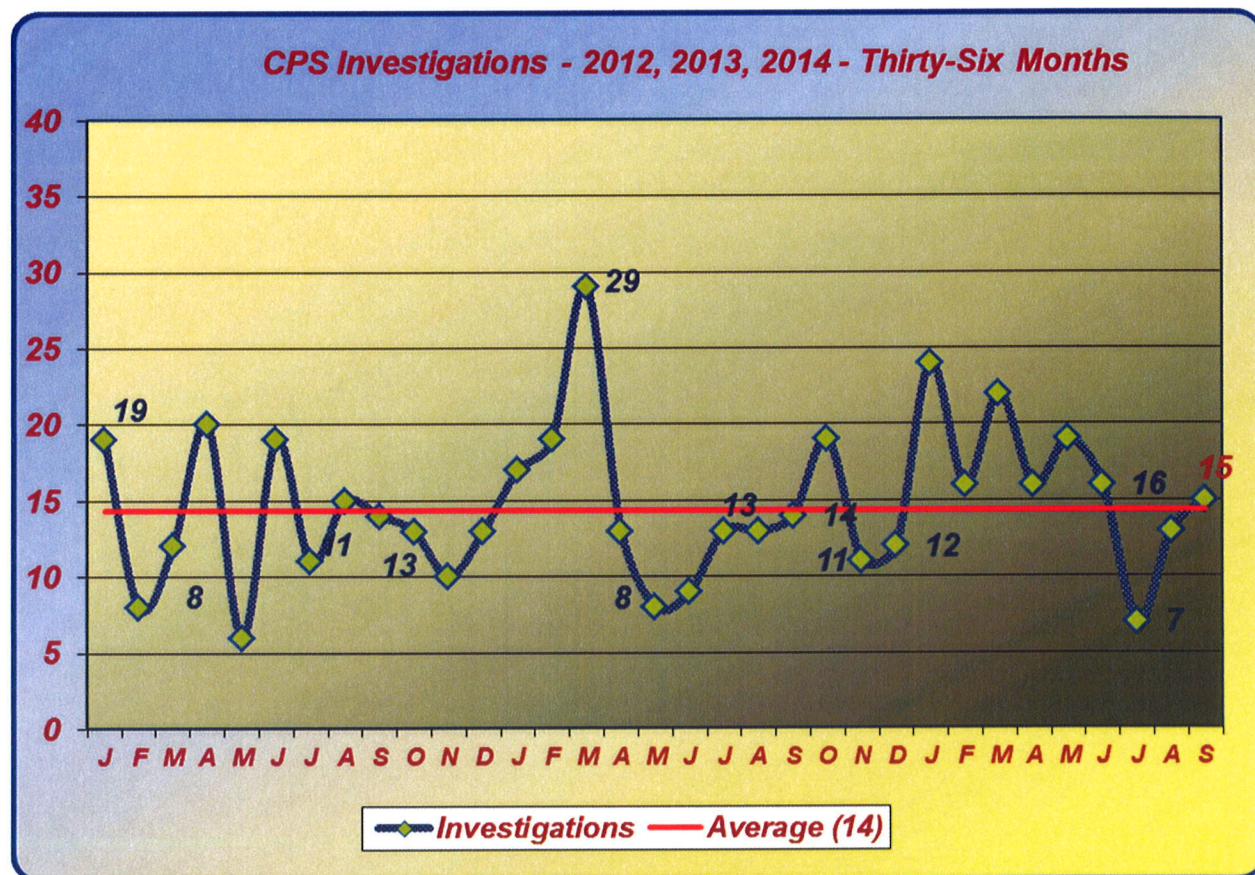


## II. SOCIAL SERVICES DIVISION

### A. Child Welfare Services

The Emergency Response component of Child Protective Services averages in the range of about 14 child abuse investigations per month. During this most recent quarter, the number of investigations was nearly at or below the average level for the past thirty-three months, closing out the quarter with 15 investigations in September.

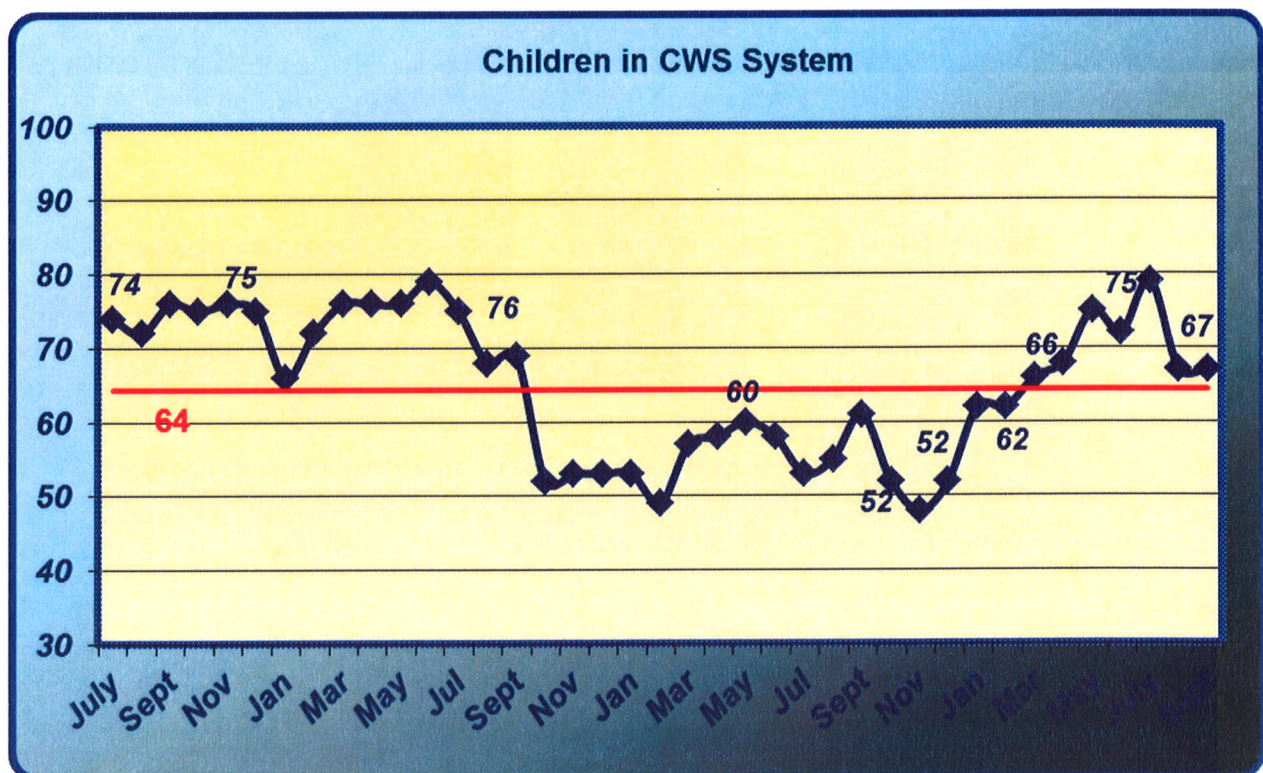
As the Department has noted previously, we have continued to experience significant numbers of cases where the precipitating factors leading to abuse and neglect are associated with substance abuse, in particular methamphetamine but also alcohol and other drugs. Substance abuse is the foremost reason that children are removed from unsafe environments.



## B. Children in the Child Welfare Services System

As has been reported previously, changes in the law under Assembly Bill 12 of 2012 some children to stay in the Child Welfare System longer. This had led to some growth in the count of the number of children in our system.

The Department has continued its trend toward placing foster children with relatives and with non-related extended family members. This has placed us in a position where we are less reliant on foster family agencies and foster homes for placement resources. We expect that trend to continue.

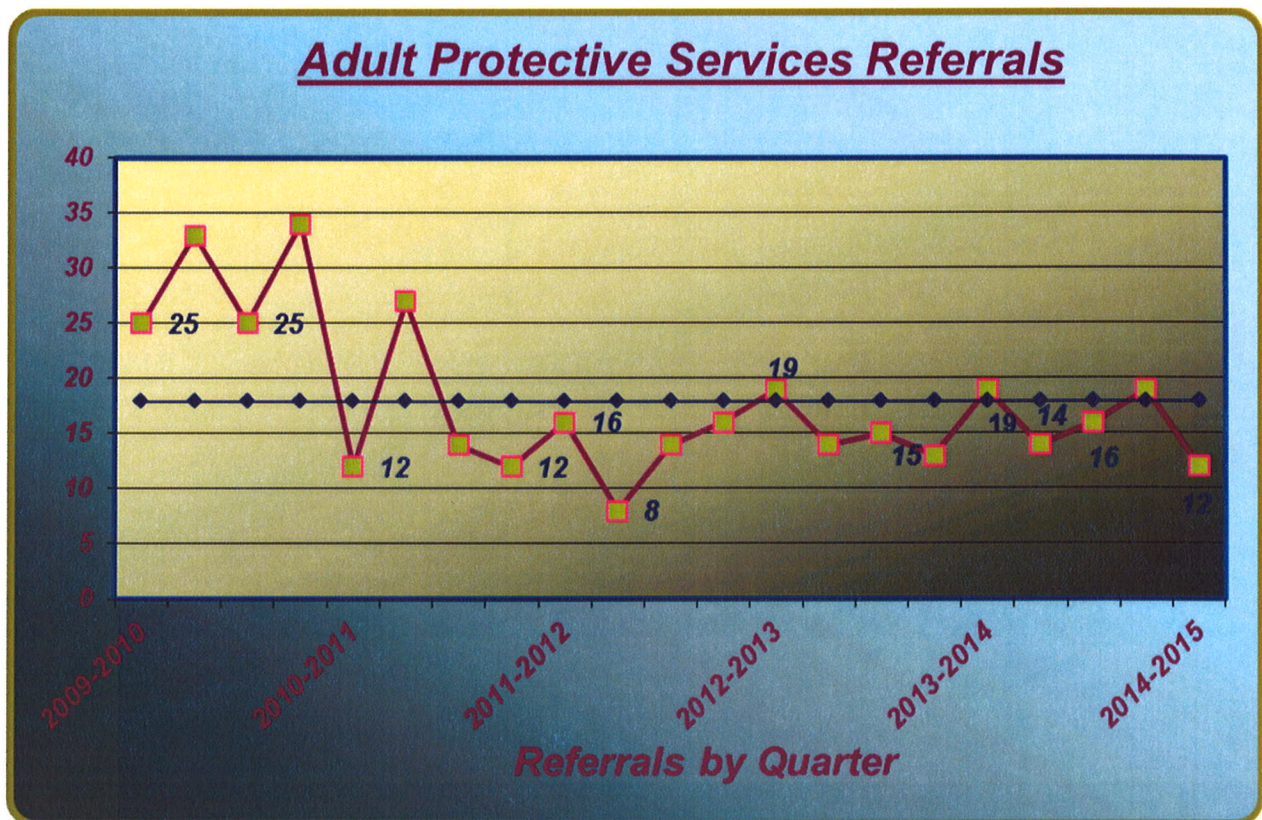




### C. Adult Protective Services

Referrals for investigation of adults who've been abused or neglected have remained at below average levels for the past thirty-six months. The average rate has been about 18 referrals per quarter. For the three month quarter that ended in September, the Department received 12 referrals.

Referrals from financial institutions regarding suspicious circumstances connected with an elderly or disabled person's bank account have continued to account for many of the requests for investigation we receive.





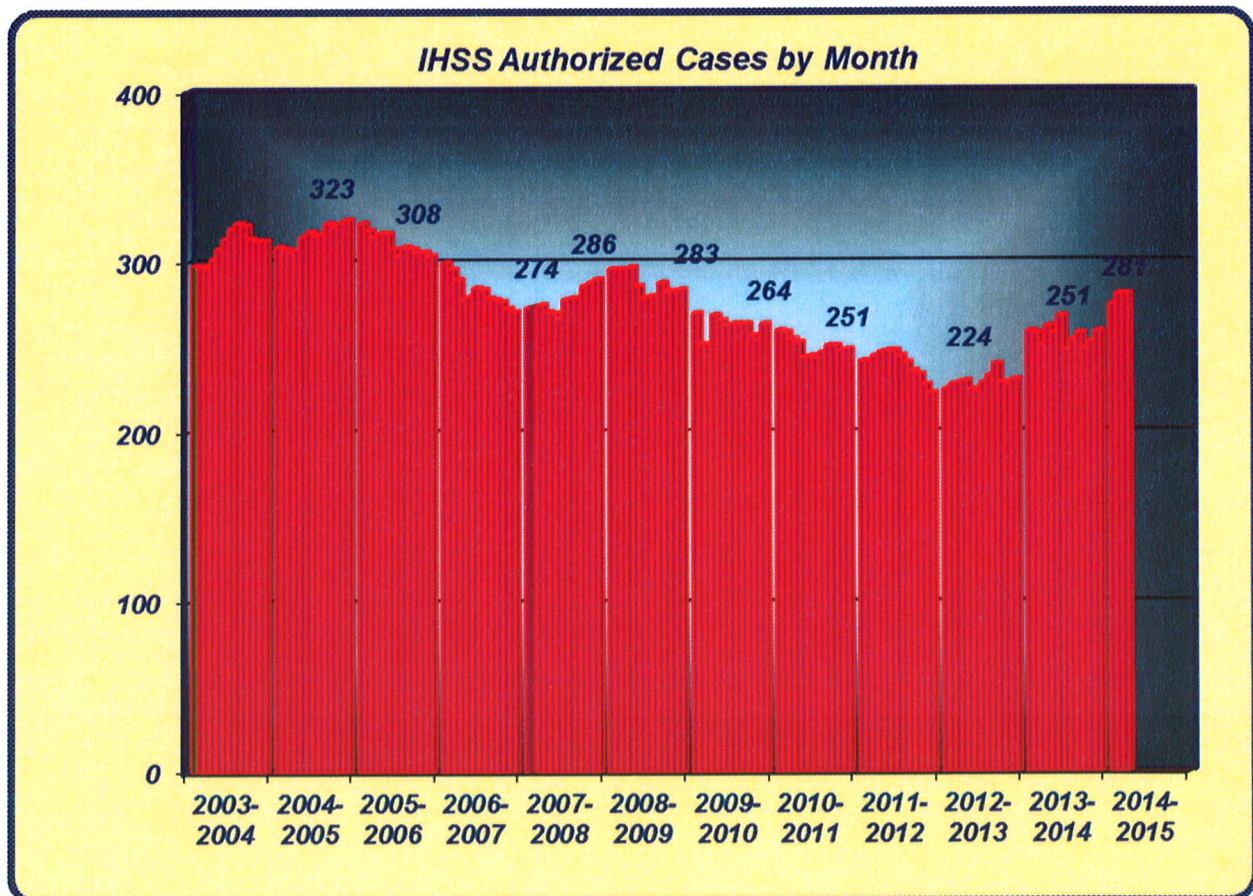
#### **D. In-Home Supportive Services (IHSS)**

The IHSS program experienced a fairly steady period of case count decline from around 2009 to mid-2013. Those reductions in case count were linked to several state regulation and legislative changes that both changed eligibility requirements and reduced the number of authorized hours that could be approved under some circumstances.

With the advent of the Affordable Care Act, the Department determined that it would be likely that the case count might grow some due to people becoming eligible for Medi-Cal (federal Medicaid), as IHSS is funded by Medicaid dollars. That has turned out to be a correct prediction. We believe that we will continue to see some growth in this program due to the ACA.

#### **Average Monthly Case Count**

<b>2011/2012</b>	<b>240</b>
<b>2012/2013</b>	<b>229</b>
<b>2013/2014</b>	<b>256</b>



### **III. PUBLIC GUARDIAN**

The Public Guardian currently provides guardianship and conservator services to a total of 11 LPS and Probate conservatees. The Public Guardian also serves as representative payee for 10 SSI recipients.



ELLIOTT SMART  
DIRECTOR

DEPARTMENT OF SOCIAL SERVICES  
AND PUBLIC GUARDIAN

Courthouse Annex, 270 County Hospital Rd., Suite 207, Quincy, CA 95971-9174

(530) 283-6350  
Fax: (530) 283-6368

DATE: NOVEMBER 19, 2014

TO: HONORABLE BOARD OF SUPERVISORS

FROM: ELLIOTT SMART, DIRECTOR  
DEPARTMENT OF SOCIAL SERVICES

SUBJ: BOARD AGENDA ITEM FOR DECEMBER 2, 2014

RE: APPROVAL TO FILL A VACANT EMPLOYMENT AND TRAINING  
WORKER I/II POSITION IN THE DEPARTMENT OF SOCIAL SERVICES

**It is Recommended that the Board of Supervisors**

Authorize the Department of Social Services to fill a vacant Employment and Training Worker I/II position as soon as administratively possible.

**Background and Discussion**

The Department of Social Services has experienced a vacancy in the Employment and Training Worker I/II (ETW I/II) classification. Staff working in ETW I/II positions are responsible for determining initial and continuing eligibility for CalWORKs cash assistance and for providing Welfare to Work case management services that are designed to move recipients from public assistance to self-support. As shown in the enclosed back up information and Table of Organization, this position is one of two in the Department that perform this type of work.

**Financial Impact**

This position is budgeted in the current county budget. Funding sources for this position are State General Fund dollars, Federal pass through and County Realignment funds. There are no County General funds used for this position.

Copies: DSS Managers

Enclosures (3)

**Position Classification:** Employment and Training Worker (ETW) I/II

**FTE:** 1.00

**Budgeted Position:** Yes

**Mandated Program:** Yes

**Position Description:** Employees filling this position are responsible for initial and continuing eligibility for families seeking the assistance of the CalWORKs program. The ETW interviews applicants and collects necessary information regarding financial assets and income to determine grant amounts. The ETW also creates and implements a Welfare-to-Work plan designed to move CalWORKs assistance recipients from public support to self-support. The ETW will meet with recipients to gauge progress in meeting plan goals.

**Funding Sources:** The funding to support this position comes from federal pass through dollars, the State General Fund and county Realignment dollars. There is no cost to the County General Fund associated with this position.

## QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

### Position: Employment and Training Worker I/II

- Is there a legitimate business, statutory or financial justification to fill the position?

Answer: Yes. CalWORKs cash assistance and Welfare to Work services are state-mandated county administered cash assistance payments and job preparation services that assist recipients in moving from public support to self-support.

- Why is it critical that this position be filled prior to the adoption of the County's budget this summer?

Answer: The position is funded in the current budget and has no General Funds associated with it.

- How long has the position been vacant?

Answer: The position became vacant effective November 14, 2014

- Can the department use other wages until the budget is adopted?

Answer: No.

- What are staffing levels at other counties for similar departments and/or positions?

Answer: Other counties are structured in similar ways although in some counties the cash assistance and eligibility components are separate – The state approves appropriate classification levels.

- What core function will be impacted without filling the position prior to July 1?

Answer: The Department would not have staff to perform eligibility work connected with CalWORKs nor would we be able to provide welfare to work services as mandated by State law.

- What negative fiscal impact will the County suffer if the position is not filled prior to July 1?



Answer: We will not expend state funds that have been allocated to the administration of CalWORKs Cash Assistance. Realignment dollars will be disbursed to other programs costing the Department money.

- A non-general fund department head needs to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding? What impact will this reduction plan have to other County departments?

Answer: The Department has developed a variety of budget reduction strategies that are dependent upon state policy decisions. Other Departments could be impacted by such reduction strategies.

- Does the department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions?

Answer: No.

- Does the budget reduction plan anticipate the elimination of any of the requested positions?

Answer: No.

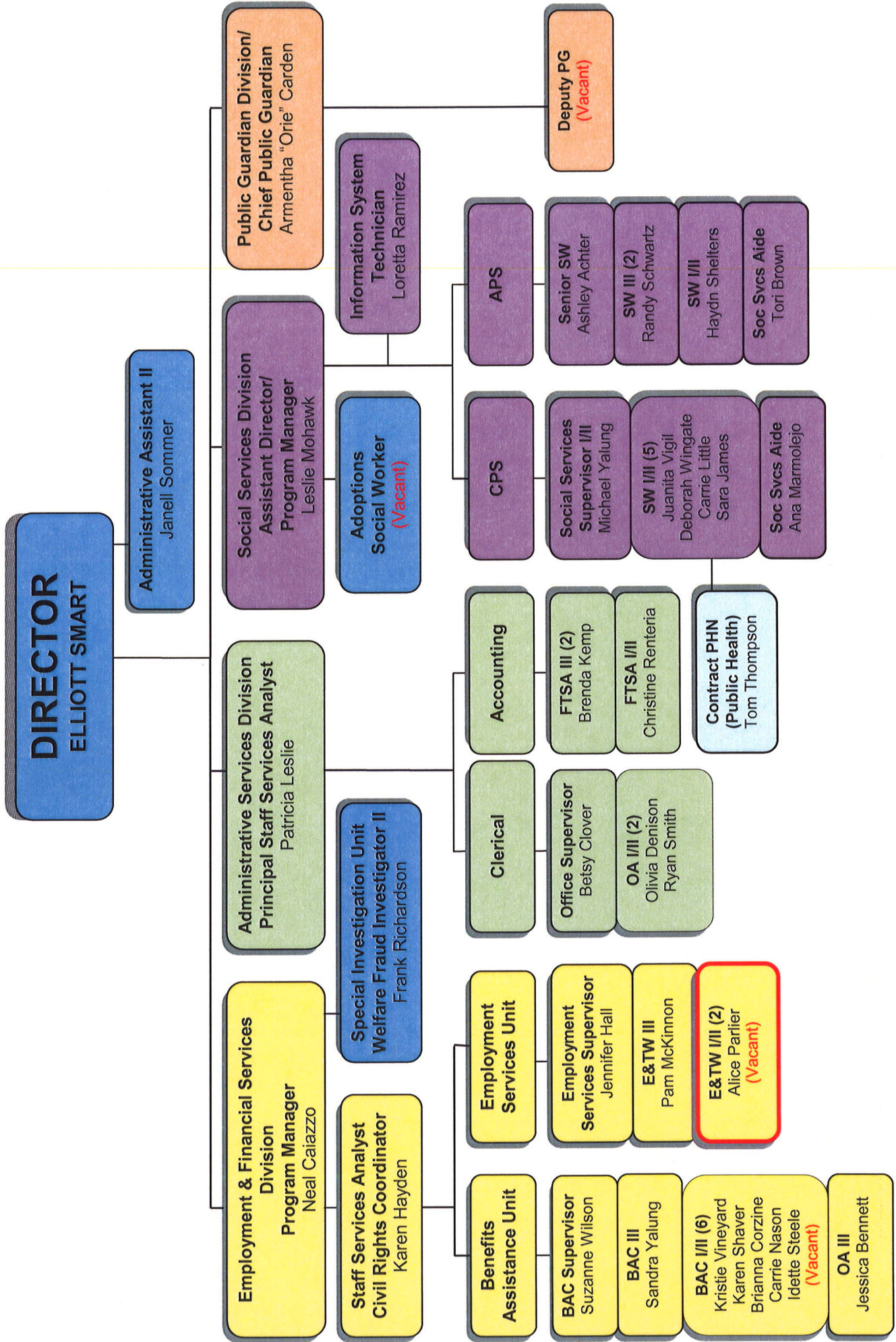
- Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support?

Answer: The Department does not currently utilize County General Fund dollars. Filling this position does not change that.

- Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years?

Answer: The Department does have a reserve. The balance fluctuates depending upon a number of factors including whether or not the State achieves the base amount of collection for any given year.

# PLUMAS COUNTY DEPARTMENT OF SOCIAL SERVICES & PUBLIC GUARDIAN







Julie A. White  
PLUMAS COUNTY TREASURER - TAX COLLECTOR - COLLECTIONS ADMINISTRATION

P.O. Box 176 • Quincy, CA 95971-0176 •  
E-mail: pctic@countyofplumas.com  
(530) 283 - 6260

Kelsey Hostetter, Assistant Treasurer-Tax Collector  
(530) 283 - 6259

JE

**DATE:** November 21, 2014

**TO:** The Honorable Board of Supervisors

**FROM:** Debt Advisory Committee  
Julie A. White, Plumas County Treasurer/Tax Collector

**SUBJECT:** Report on Refunding Certificates of Participation 2003 Series A and request for additional funds

**Recommendation:** Direct Debt Advisory Committee in regard to the \$2 million of new money intending to assist with the potential new jail.

**Background and Discussion:** On May 6<sup>th</sup>, 2014, the Debt Advisory Committee was directed to move forward with the refunding of the Certificates of Participation 2003 Series A (COP's). At that time the debt was approximately \$14 million. That would be refunded, holding the original maturity date, and request an additional \$2 million new money to assist with the jail project. On October 16<sup>th</sup>, the Board approved the contract with KNN Public Finance to act as financial advisor for the transaction. A request for proposal (RFP) was initiated to obtain Bond and/or Disclosure Counsel for the transaction. During a conference call on October 24<sup>th</sup>, with KNN, the firm of Orrick, Herrington & Sutcliffe LLP was chosen by the Debt Committee. A contract with this firm will be brought before the Board for approval within the next few weeks.

The refunding of the COP's can be done in two different ways, a direct purchase by a single bank or at public sale. The direct purchase option has potential to save additional funds because there would not be Disclosure Counsel, no Official Statement, the general cost of issuance is lower. KNN is initiating RFP's to 5 – 6 banks for this direct purchase option. If the direct purchase does not happen, we will move forward with the public sale. Either way there will be a savings to the County.

The Committee would like the Board's direction in regard to the additional \$2 million earmarked for the jail. Bond counsel advised these funds would have to be spent within a 3 year period on a capital improvement project to avoid tax implications. Would the BOS be willing to use the funds on another project besides the jail?

Thank you for your time.





26

## PLUMAS COUNTY COORDINATING COUNCIL

### AGENDA REQUEST

November 24, 2014

To: Honorable Board of Supervisors

From: Robert Perreault, Chair, PCCC

*Robert Perreault Jr.*

Subject: Proposed Letter from the Board of Supervisors to the USFS Regarding the Proposed Directive for Commercial Filming in Wilderness; Special Uses Administration

### Background:

The USFS has published information on the internet on a proposed directive, which is located at:

<http://www.regulations.gov/#!documentDetail;D=FS-2014-0007-0001>

and

[http://www.regulations.gov/#!documentDetail;D=FS\\_FRDOC\\_0001-1950](http://www.regulations.gov/#!documentDetail;D=FS_FRDOC_0001-1950)

In regard to the subject matter, the Plumas County Coordinating Council (PCCC) considered the topic during its meetings of October 2, 2014 and November 6, 2014.

On November 6, 2014, the Plumas County Coordinating Council voted to submit a draft letter to the Board of Supervisors for consideration as formal comments to be submitted by the County on the proposed directive.

Since November 6<sup>th</sup>, Public Works staff has prepared a draft letter of comments (copy attached) for consideration during the December 2, 2014 meeting of the Board of Supervisors.

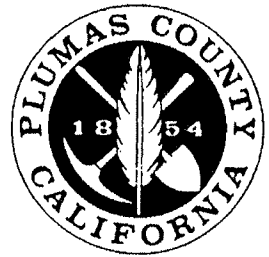
The deadline established by USFS for receiving comments is December 3, 2014..

### Recommendation:

The PCCC respectfully recommends that the Board of Supervisors submit a letter of comments to the USFS on this matter.

Attachment

# PLUMAS COUNTY BOARD OF SUPERVISORS



TERRY SWOFFORD, DISTRICT 1  
KEVIN GOSS, DISTRICT 2  
SHARON THRALL, DISTRICT 3  
LORI SIMPSON, DISTRICT 4  
JON KENNEDY, DISTRICT 5

DRAFT

December 2, 2014

Commercial Filming in Wilderness

USDA, Forest Service, Attn: Wilderness & Wild and Scenic Rivers (WWSR)

201 14th Street SW., Mailstop Code: 1124

Washington, DC 20250-1124.

Re: Proposed Directive for Commercial Filming in Wilderness; Special Uses Administration

The Plumas County (CA) Board of Supervisors submits this letter as its formal comments on the above captioned proposed directive. The following is pertinent:

1. The phrase "still photography does not appear in the title of the directive, yet it is regulated by the directive, thus creating possible confusion.
2. Significant public controversy has ensued since the above referenced directive was published on September 4, 2014. While the text of the proposed directive states that the proposed action applies to "commercial" filming and photography in wilderness areas, the nexus to the "commercial" nature of the activity is not well defined.
3. A visitor to a wilderness area will often take photographs or video during their visit. Under most scenarios, the act of taking photographs or videos will have little to no adverse impact on an area. The possibility that any of the images may be sold does not imply a potential adverse impact.
4. Confusion will certainly arise in the instance of a non-commercial visitor taking photographs or video, and, later deciding to sell the item.
5. It is understood that a small percentage of commercial photography or filming activities may adversely impact the pristine nature of our wilderness areas. These activities should be reasonably regulated. However, the nexus to potential impacts should not be whether the images are sold, but the nature of the activity itself.

The Plumas County Board Supervisors respectfully requests that the proposed directive be withdrawn and re-examined, and that new language be drafted that provides a clear nexus between the activity and the natural resources intended to be protected.

Sincerely,

Jon Kennedy, Chair  
Plumas County Board of Supervisors

# COUNTY OF PLUMAS

STATE OF CALIFORNIA

4A1

VENDOR/  
CLAIMANT **FEATHER PUBLISHING**

TAX ID/SSN #  
VENDOR #

ADDRESS **PO BOX B**

CASH ACCOUNT # **10100**

CITY/ST./ZIP **QUINCY, CA 95971**

FUND # **0001**

ACCOUNT OR CUSTOMER # OR DESCRIPTION	INVOICE NUMBER	COUNTY DEPARTMENT	COUNTY ACCOUNT	PROJECT NUMBER	AMOUNT DOLLARS & CENTS
		<b>20020</b>	<b>521900</b>		<b>325.53</b>
<b>OUT OF AREA POSTAGE REIMBURSEMENT</b>					
<b>PLUMAS COUNT VISITORS GUIDE</b>					
<b>2013 AND 2014</b>					

The undersigned, under penalty of perjury, states: That the above claim and the items as therein set out are true and correct; that no part thereof has been theretoforepaid, and that the amount therein is justly due, and that the same is presented within one year after the last item thereof has accrued

12/2/2014  
DATE

FIRM NAME

BY \_\_\_\_\_ TITLE \_\_\_\_\_  
SIGNATURE OF CLAIMANT/VENDOR

Auditor's Use Only	DEPARTMENT/DISTRICT APPROVAL:
Vendor #	I hereby certify upon my own personal knowledge that the articles or services specified in the above claim were necessary and were ordered by me for the purpose indicated hereon; that the articles have been delivered or the services have been performed by the claimant as set forth with the exception noted.
1099 NEC	
Audited	
Input	
Checked	
Date Stamp:	Claim is thereby approved for the sum of \$325.53
	Signed _____
	Title <b>CHAIR, BOARD OF SUPERVISORS</b>
	<b>For Districts</b>
	District _____
	If applicable:
	Second Signature _____

# INVOICE

Feather Publishing Co. Inc.

P.O. Box B Quincy, CA 95971

Date: 10-3-1414

Plumas Co. Board of Supervisors  
520 Main St. Rm 309  
Quincy, CA 95971

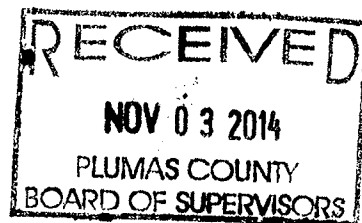
Attn: Jon Kennedy/Nancy Deforno

Out of area postage reimbursement for 2013 Plumas Co. Visitors Guide	148.49
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Out of area postage reimbursement for 2014 Plumas Co. Visitors Guide	177.04
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TOTAL DUE: \$325.53

20030/521900



# BOARD OF SUPERVISORS

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TERRY SWOFFORD, DISTRICT 1  
KEVIN GOSS, DISTRICT 2  
SHERRIE THRALL, DISTRICT 3  
LORI SIMPSON, DISTRICT 4  
JON KENNEDY, DISTRICT 5



December 02, 2014

Department of Transportation (Caltrans)  
Attn: Permits Engineer  
1000 Center Street  
Redding, CA 96001

Attention: Permits Engineer

**Subject: Encroachment Permit Request  
25<sup>th</sup> Annual Quincy Main Street Sparkle  
and Light Parade**

**Friday, December 05, 2014 4:30 p.m. – 7:00 p.m.**

This letter acknowledges that the Plumas County Board of Supervisors has been notified of the above captioned event. The Board of Supervisors has no objection to issuance of an event permit by Caltrans.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jon Kennedy', is written over the word 'Sincerely,'.

Jon Kennedy, Chair

Cc: Plumas County Director of Public Works





**PLUMAS COUNTY PROBATION DEPARTMENT**

**DAN PRINCE**

**CHIEF PROBATION OFFICER**

270 County Hospital Rd., Ste. 128, Quincy, CA 95971  
(530) 283-6200 Fax (530) 283-6165

**DATE:** November 3, 2014

**TO:** Honorable Board of Supervisors

**FROM:** Daniel Prince, Chief Probation Officer 

**SUBJECT:** Contract between Plumas County Probation and Evan B. Sundby, Ph.D.

**Recommendation:**

Authorize the Chief Probation Officer to sign contract with Evan B. Sundby Ph.D., for providing psychological evaluations on current employees and pre-employment individuals as a condition of their employment, as requested by the Chief Probation Officer.

**Background:**

The services of a licensed clinical psychologist are required to perform psychological examinations as a condition of passing a pre-employment background investigation for Probation Officer and other positions within the Probation Department.

4D

**CERTIFICATION OF ELECTION RESULTS OF THE  
CALIFORNIA GENERAL PRIMARY ELECTION HELD ON NOVEMBER 4, 2014**

I, Kathy Williams, Plumas County Clerk-Recorder, Registrar of Voters, having completed the canvass of returns for the California General Election held November 4, 2014 and recorded in the Elections Records, certify the results as follows:

The results for Governor; Lt. Governor; Secretary of State; State Controller; State Treasurer; State Attorney General; State Insurance Commissioner; State Board of Equalization, District 1; U.S. Representative, District 1; State Assembly, District 1; Associate Justices of the Supreme Court; Presiding Justice of the Court of Appeal; non-partisan office of the State Superintendent of Public Instruction; and Propositions 1, 2, 45, 46, 47 and 48 are hereto attached.

The results of State races along with the following local races are true and correct:

**SUPERVISOR DISTRICT 5**

Jim Judd	674
<b>Jeffrey A. Engel</b>	<b>717</b>
Write-In Votes - Alice Berg	295

**PLUMAS UNIFIED SCHOOL DISTRICT - AREA 5**

Traci Holt	<b>4006</b>
Cheryl James	1637
Write-In Votes	28

**CITY OF PORTOLA - CITY COUNCIL - Vote for 2**

<b>W.A. "Bill Powers"</b>	<b>228</b>
<b>Linda S. Van Dahlen</b>	<b>212</b>
John Gault	90
Pat Morton	176
Terri Woods	171
Write-In Votes	8

**SENECA HEALTHCARE DISTRICT - 4 YEAR TERM - Vote for 3**

<b>Dana Seandel</b>	<b>892</b>
<b>Richard L. Rydell</b>	<b>903</b>
Ronald D. Longacre	507
<b>Robert Caton</b>	<b>833</b>
Write-In Votes	10

**FEATHER RIVER COLLEGE - TRUSTEE AREA 2**

Neal Caiazza	1576
<b>William E. Elliott</b>	<b>4033</b>
Write-In Votes	36

**SIERRA PLUMAS JOINT UNIFIED SCHOOL DISTRICT AREA 4**

<b>Sharon Dryden</b>	<b>113</b>
Jesse Whitley	40
Write-In Votes	1

**CITY OF PORTOLA - CITY CLERK**

<b>Melissa Klundby</b>	<b>416</b>
Write-in Votes	12

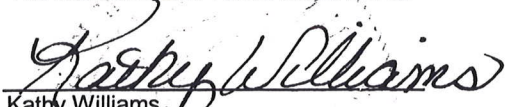
**CITY OF PORTOLA - CITY TREASURER**

Write-in Votes	59
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**SENECA HEALTHCARE DISTRICT - 2 YEAR TERM - Vote for 1**

Loretta F. Gomez	429
<b>Roberta Carlson</b>	<b>827</b>
Write-In Votes	2

The Official Final Canvass of votes cast is attached hereto and made a part hereof.  
The total turnout of voters was 61.21%.

  
Kathy Williams  
Plumas County Clerk-Recorder,  
Registrar of Voters

11-24-2014  
Date

Election Summary Report  
November 4, 2014 General Election  
Summary For Jurisdiction Wide, All Counters, All Races  
**PLUMAS COUNTY**  
**OFFICIAL FINAL**

Date: 11/18/14  
Time: 13:59:23  
Page: 1 of 8

Registered Voters 11833 - Cards Cast 7243 61.21%

Num. Report Precinct 29 - Num. Reporting 29 100.00%

<b>GOVERNOR</b>		
	Total	
Number of Precincts	29	
Precincts Reporting	29	100.0 %
Vote For	1	
Total Votes	7105	
E.G. "JERRY" BROWN	2966	41.75%
NEEL KASHKARI	4139	58.25%

<b>LT GOVERNOR</b>		
	Total	
Number of Precincts	29	
Precincts Reporting	29	100.0 %
Vote For	1	
Total Votes	7043	
RON NEHRING	4276	60.71%
GAVIN NEWSOM	2767	39.29%

<b>SECRETARY OF STATE</b>		
	Total	
Number of Precincts	29	
Precincts Reporting	29	100.0 %
Vote For	1	
Total Votes	6937	
ALEX PADILLA	2501	36.05%
PETE PETERSON	4436	63.95%

<b>STATE CONTROLLER</b>		
	Total	
Number of Precincts	29	
Precincts Reporting	29	100.0 %
Vote For	1	
Total Votes	6925	
ASHLEY SWEARENGIN	4203	60.69%
BETTY T. YEE	2722	39.31%

<b>STATE TREASURER</b>		
	Total	
Number of Precincts	29	
Precincts Reporting	29	100.0 %
Vote For	1	
Total Votes	6891	
JOHN CHIANG	3033	44.01%
GREG CONLON	3858	55.99%



Election Summary Report  
November 4, 2014 General Election  
Summary For Jurisdiction Wide, All Counters, All Races  
PLUMAS COUNTY  
OFFICIAL FINAL

Date:11/18/14  
Time:13:59:23  
Page:2 of 8

Registered Voters 11833 - Cards Cast 7243 61.21%

Num. Report Precinct 29 - Num. Reporting 29 100.00%

<b>STATE ATTORNEY GENERAL</b>	
Number of Precincts	Total 29
Precincts Reporting	29 100.0 %
Vote For	1
Total Votes	6914
KAMALA D. HARRIS	2777 40.16%
RONALD GOLD	4137 59.84%

<b>STATE INSURANCE COMM</b>	
Number of Precincts	Total 29
Precincts Reporting	29 100.0 %
Vote For	1
Total Votes	6903
DAVE JONES	2660 38.53%
TED GAINES	4243 61.47%

<b>STATE BD OF EQUAL DIST 1</b>	
Number of Precincts	Total 29
Precincts Reporting	29 100.0 %
Vote For	1
Total Votes	6779
GEORGE RUNNER	4363 64.36%
CHRIS PARKER	2416 35.64%

<b>US REP DIST 1</b>	
Number of Precincts	Total 29
Precincts Reporting	29 100.0 %
Vote For	1
Total Votes	7059
HEIDI HALL	2610 36.97%
DOUG LA MALFA	4449 63.03%

<b>ASSEMBLY DIST 1</b>	
Number of Precincts	Total 29
Precincts Reporting	29 100.0 %
Vote For	1
Total Votes	6896
BRIGHAM SAWYER SMITH	1984 28.77%
BRIAN DAHLE	4912 71.23%

Election Summary Report  
November 4, 2014 General Election  
Summary For Jurisdiction Wide, All Counters, All Races  
PLUMAS COUNTY  
OFFICIAL FINAL

Date:11/18/14  
Time:13:59:23  
Page:3 of 8

Registered Voters 11833 - Cards Cast 7243 61.21% Num. Report Precinct 29 - Num. Reporting 29 100.00%

ASSOCIATE JUSTICE OF THE SUPREME COURT - GOODWIN LIU			
	Total		
Number of Precincts	29		
Precincts Reporting	29	100.0 %	
Vote For	1		
Total Votes	5390		
YES	2829	52.49%	
NO	2561	47.51%	

ASSOCIATE JUSTICE OF THE SUPREME COURT - MARIANO-FLORENTINO CUELLAR			
	Total		
Number of Precincts	29		
Precincts Reporting	29	100.0 %	
Vote For	1		
Total Votes	5393		
YES	2856	52.96%	
NO	2537	47.04%	

ASSOCIATE JUSTICE OF THE SUPREME COURT - KATHRYN MICKLE WERDEGAR			
	Total		
Number of Precincts	29		
Precincts Reporting	29	100.0 %	
Vote For	1		
Total Votes	5315		
YES	3345	62.94%	
NO	1970	37.06%	

PRESIDING JUSTICE, COURT OF APPEAL-VANCE W. RAYE			
	Total		
Number of Precincts	29		
Precincts Reporting	29	100.0 %	
Vote For	1		
Total Votes	5117		
YES	3292	64.33%	
NO	1825	35.67%	

ASSOCIATE JUSTICE, COURT OF APPEAL-ANDREA LYNN HOCH			
	Total		
Number of Precincts	29		
Precincts Reporting	29	100.0 %	
Vote For	1		
Total Votes	5144		
YES	3320	64.54%	
NO	1824	35.46%	

Election Summary Report  
November 4, 2014 General Election  
Summary For Jurisdiction Wide, All Counters, All Races  
PLUMAS COUNTY  
OFFICIAL FINAL

Date: 11/18/14  
Time: 13:59:23  
Page: 4 of 8

Registered Voters 11833 - Cards Cast 7243 61.21%

Num. Report Precinct 29 - Num. Reporting 29 100.00%

ASSOCIATE JUSTICE, COURT OF APPEAL-RONALD B. ROBIE

	Total	
Number of Precincts	29	
Precincts Reporting	29	100.0 %
Vote For	1	
Total Votes	5145	
YES	3242	63.01%
NO	1903	36.99%

ASSOCIATE JUSTICE, COURT OF APPEAL-JONATHAN K. RENNER

	Total	
Number of Precincts	29	
Precincts Reporting	29	100.0 %
Vote For	1	
Total Votes	5113	
YES	2869	56.11%
NO	2244	43.89%

ASSOCIATE JUSTICE COURT OF APPEAL-WILLIAM J. MURRAY, JR.

	Total	
Number of Precincts	29	
Precincts Reporting	29	100.0 %
Vote For	1	
Total Votes	5051	
YES	3277	64.88%
NO	1774	35.12%

ASSOCIATE JUSTICE, COURT OF APPEAL-LOUIS MAURO

	Total	
Number of Precincts	29	
Precincts Reporting	29	100.0 %
Vote For	1	
Total Votes	5039	
YES	3006	59.65%
NO	2033	40.35%

ASSOCIATE JUSTICE, COURT OF APPEAL-ELENA J. DUARTE

	Total	
Number of Precincts	29	
Precincts Reporting	29	100.0 %
Vote For	1	
Total Votes	5071	
YES	2880	56.79%
NO	2191	43.21%

Election Summary Report  
November 4, 2014 General Election  
Summary For Jurisdiction Wide, All Counters, All Races  
**PLUMAS COUNTY**  
**OFFICIAL FINAL**

Date:11/18/14  
Time:13:59:23  
Page:5 of 8

Registered Voters 11833 - Cards Cast 7243 61.21%

Num. Report Precinct 29 - Num. Reporting 29 100.00%

STATE SUP OF PUBLIC INSTRUCT		Total	
Number of Precincts		29	
Precincts Reporting		29	100.0 %
Vote For		1	
Total Votes		5913	
TOM TORLAKSON		2670	45.15%
MARSHALL TUCK		3169	53.59%
Write-in Votes		74	1.25%

PLUMAS COUNTY SUPERVISOR DISTRICT 5		Total	
Number of Precincts		6	
Precincts Reporting		6	100.0 %
Vote For		1	
Total Votes		1683	
JIM JUDD		674	40.05%
JEFFREY A. ENGEL		717	42.60%
Write-in Votes		292	17.35%

FEATHER RIVER COLLEGE - TRUSTEE AREA 2		Total	
Number of Precincts		28	
Precincts Reporting		28	100.0 %
Vote For		1	
Total Votes		5645	
NEAL CAIAZZO		1576	27.92%
WILLIAM E. ELLIOTT		4033	71.44%
Write-in Votes		36	0.64%

PLUMAS UNIFIED SCHOOL DISTRICT - TRUSTEE AREA 5		Total	
Number of Precincts		28	
Precincts Reporting		28	100.0 %
Vote For		1	
Total Votes		5671	
TRACI HOLT		4006	70.64%
CHERYL JAMES		1637	28.87%
Write-in Votes		28	0.49%

SIERRA PLUMAS JOINT UNIFIED SCHOOL DISTRICT - TRUSTEE AREA 4		Total	
Number of Precincts		2	
Precincts Reporting		2	100.0 %
Vote For		1	
Total Votes		154	
SHARON DRYDEN		113	73.38%
JESSE WHITLEY		40	25.97%
Write-in Votes		1	0.65%

Election Summary Report  
November 4, 2014 General Election  
Summary For Jurisdiction Wide, All Counters, All Races  
**PLUMAS COUNTY**  
**OFFICIAL FINAL**

Date:11/18/14  
Time:13:59:23  
Page:6 of 8

Registered Voters 11833 - Cards Cast 7243 61.21% Num. Report Precinct 29 - Num. Reporting 29 100.00%

CITY OF PORTOLA - CITY COUNCIL		
	Total	
Number of Precincts	2	
Precincts Reporting	2	100.0 %
Vote For	2	
Total Votes	885	
<b>W.A. "BILL" POWERS</b>	228	25.76%
<b>LINDA S. VAN DAHLEN</b>	212	23.95%
<b>JOHN GAULT</b>	90	10.17%
<b>PAT MORTON</b>	176	19.89%
<b>TERRI WOODS</b>	171	19.32%
Write-in Votes	8	0.90%

CITY OF PORTOLA - CITY CLERK		
	Total	
Number of Precincts	2	
Precincts Reporting	2	100.0 %
Vote For	1	
Total Votes	428	
<b>MELISSA KLUNDBY</b>	416	97.20%
Write-in Votes	12	2.80%

CITY OF PORTOLA - CITY TREASURER		
	Total	
Number of Precincts	2	
Precincts Reporting	2	100.0 %
Vote For	1	
Total Votes	59	
Write-in Votes	59	100.00%

SENECA HEALTH CARE DISTRICT 4 YEAR TERM		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Vote For	3	
Total Votes	3145	
<b>DANA SEANDEL</b>	892	28.36%
<b>RICHARD L. RYDELL</b>	903	28.71%
<b>RONALD D. LONGACRE</b>	507	16.12%
<b>ROBERT CATON</b>	833	26.49%
Write-in Votes	10	0.32%

SENECA HEALTH CARE DISTRICT 2 YEAR TERM		
	Total	
Number of Precincts	4	
Precincts Reporting	4	100.0 %
Vote For	1	
Total Votes	1258	
<b>LORETTA F. GOMEZ</b>	429	34.10%
<b>ROBERTA CARLSON</b>	827	65.74%
Write-in Votes	2	0.16%



Election Summary Report  
November 4, 2014 General Election  
Summary For Jurisdiction Wide, All Counters, All Races  
PLUMAS COUNTY  
OFFICIAL FINAL

Date:11/18/14  
Time:13:59:23  
Page:7 of 8

Registered Voters 11833 - Cards Cast 7243 61.21%

Num. Report Precinct 29 - Num. Reporting 29 100.00%

PROP 1 WATER BOND		
	Total	
Number of Precincts	29	
Precincts Reporting	29	100.0 %
Vote For	1	
Total Votes	6964	
YES	3209	46.08%
NO	3755	53.92%

PROP 2 BUDGET STABILIZATION		
	Total	
Number of Precincts	29	
Precincts Reporting	29	100.0 %
Vote For	1	
Total Votes	6925	
YES	4059	58.61%
NO	2866	41.39%

PROP 45 HEALTH CARE RATES		
	Total	
Number of Precincts	29	
Precincts Reporting	29	100.0 %
Vote For	1	
Total Votes	7012	
YES	2080	29.66%
NO	4932	70.34%

PROP 46 DOCTORS/MALPRACTICE CAP		
	Total	
Number of Precincts	29	
Precincts Reporting	29	100.0 %
Vote For	1	
Total Votes	7043	
YES	1663	23.61%
NO	5380	76.39%

PROP 47 CRIMINAL PENALTIES		
	Total	
Number of Precincts	29	
Precincts Reporting	29	100.0 %
Vote For	1	
Total Votes	7019	
YES	3607	51.39%
NO	3412	48.61%

Election Summary Report  
November 4, 2014 General Election  
Summary For Jurisdiction Wide, All Counters, All Races  
PLUMAS COUNTY  
OFFICIAL FINAL

Date:11/18/14  
Time:13:59:23  
Page:8 of 8

Registered Voters 11833 - Cards Cast 7243 61.21%

Num. Report Precinct 29 - Num. Reporting 29 100.00%

PROP 48 INDIAN GAMING

	Total	
Number of Precincts	29	
Precincts Reporting	29	100.0 %
Vote For	1	
Total Votes	6926	
YES	2366	34.16%
NO	4560	65.84%



# Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

4E1

Mimi Khin Hall, MPH, CHES, Director

<input type="checkbox"/> <b>Administration &amp; Health Education</b> Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> <b>Clinic &amp; Nursing Services</b> Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> <b>Senior Nutrition &amp; Transportation</b> Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> <b>Environmental Health</b> Quincy Office Suite 127 Quincy, CA 95971 (530) 283-6355 (530) 283-6241 Fax	<input type="checkbox"/> <b>Environmental Health – Chester</b> 222 First Avenue Post Office Box 1194 Chester, CA 96020 (530) 258-2536 (530) 258-2844
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**Date:** November 21, 2014

**To:** Honorable Board of Supervisors

**From:** Mimi Khin Hall

**Agenda:** Item for December 2, 2014

**Item Recommendation:** Approve a Resolution to the U.S Department of Transportation to apply for Federal funding under FTA Section (49 U.S.C. Section 5310) and authorize the Director of Public Health to sign agreement and assurances as the Board's designee.

**Background Information:** The U. S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital projects for non-urbanized public transportation systems under Section 5310 of the Federal Transit Act (FTA C 9070.1G). Plumas County Public Health Agency desires to apply for said financial assistance to permit operation of paratransit service in Plumas County.

The California Department of Transportation requires a resolution to formally administer and sign documents related to the Federal funding under FTA Section (49 U.S.C. Section 5310).

Please contact me should you have any questions or need additional information. Thank you.

134  
**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION AUTHORIZING THE FEDERAL FUNDING UNDER FTA SECTION 5310 (49 U.S.C. SECTION 5310) WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION**

**WHEREAS**, the U. S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital projects for non-urbanized public transportation systems under Section 5310 of the Federal Transit Act (**FTA C 9070.1G**); and

**WHEREAS**, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5310 grants for transportation projects for seniors and individuals with disabilities; and

**WHEREAS**, Plumas County Public Health Agency desires to apply for said financial assistance to permit operation of paratransit service in Plumas County; and

**WHEREAS**, the Plumas County Public Health Agency has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** that the County of Plumas Board of Supervisors does hereby authorize Mimi Hall, Director of Public Health, to file and execute applications on behalf of Plumas County Public Health Agency with the Department to aid in the financing of capital projects pursuant to Section 5310 of the Federal Transit Act (**FTA C 9070.1G**), as amended.

That Mimi Hall, Director of Public Health is authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department.

That Mimi Hall, Director of Public Health is authorized to provide additional information as the Department may require in connection with the application for the Section 5310 projects.

That Mimi Hall, Director of Public Health is authorized to submit and approve request for reimbursement of funds from the Department for the Section 5310 projects.

**PASSED AND ADOPTED** by the Board of Supervisors, County of Plumas, State of California, at a regular meeting of said Board Meeting held on the 2<sup>nd</sup> Day of December, 2014 by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Chair, Plumas County Board of Supervisors

Attest:

\_\_\_\_\_  
Clerk, Plumas County Board of Supervisors



# Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

4E2

Mimi Khin Hall, MPH, CHES, Director

<input type="checkbox"/> <b>Administration &amp; Health Education</b> Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> <b>Clinic &amp; Nursing Services</b> Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> <b>Senior Nutrition &amp; Transportation</b> Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> <b>Environmental Health</b> Quincy Office Suite 127 Quincy, CA 95971 (530) 283-6355 (530) 283-6241 Fax	<input type="checkbox"/> <b>Environmental Health – Chester</b> 222 First Avenue Post Office Box 1194 Chester, CA 96020 (530) 258-2536 (530) 258-2844
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**Date:** November 24, 2014

**To:** Honorable Board of Supervisors

**From:** Mimi Khin Hall

**Agenda:** Item for December 2, 2014

**Item Description/Recommendation:** Approve and direct the Chair to sign the following Agreements with the Public Health Agency: MAA1415CODING with Fairbanks, LLC for \$20,625.00, HPP1415SHASTA with County of Shasta for \$11,481.14 and CHAMP with Nightingale Notes.

**Background Information:** As the Board is aware Plumas County Public Health Agency has the fiscal and administrative responsibilities for a number of different programs with diverse funding sources from the State Department of Health Services, private foundations, local sources, realignment and other county departments. Often, in an effort to work effectively and efficiently with communities, Public Health contracts with providers to extend programs and provide services to diverse populations throughout the county.

Copies of the agreements are on file with the Clerk of the Board for your review.





## ALCOHOL AND OTHER DRUG SERVICES

270 County Hospital Road, Suite 111, Quincy, CA 95971  
Treatment (530) 283-7050 Prevention (530) 283-6118  
<http://bit.ly/PlumasCountyAOD>

4F

**Date:** November 21, 2014  
**To:** Honorable Board of Supervisors  
**From:** Louise Steenkamp, AOD Director  
**Agenda:** Agenda Item for December 2, 2014, BOS meeting

**Item Description:** Adopt RESOLUTION to accept DHCS Multi-Year Contract for Substance Use Disorder Services for Fiscal Years 2014-15 through 2016-17

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**Recommendation:** It is recommended that the Board of Supervisors adopt the attached RESOLUTION to accept the California Department of Health Care Services Multi-Year Contract for Substance Use Disorder (SUD) Services for FY 2014-15 through FY 2016-17, Agreement Number 14-90084, and authorize the Director of Alcohol and Other Drug Services to sign as the Board designee.

**Background Information:** The California Department of Health Care Services has been working with the County Behavioral Health Directors Association (CBDHA), whose membership includes County Alcohol and Drug Directors, in the development of the multi-year contract commencing July 1, 2014. The contract contains specificity on the roles and responsibilities of the counties as specified by federal requirements and the California Department of Health Care Services. DHCS requests receipt of the signed contract by close of business on December 15, 2014, and a copy of the RESOLUTION that approves and authorizes execution of the contract. The maximum amount of the Agreement for the 3-year term is \$1,281,837.

Title 45 of the Code of Federal Regulations Part 96 (45 CFR Part 96), Substance Abuse Prevention and Treatment Block Grants (SAPT Block Grant) establishes the authority for the State and County to enter into the contract for the purpose of planning, carrying out, and evaluating activities to prevent and treat substance abuse. Block Grant recipients must adhere to SAMHSA's National Outcome Measures.

A copy of the Contract is on file with the Clerk of the Board for your review. County Counsel has approved as to form.

Thank you.

**RESOLUTION NO. 14 - \_\_\_\_\_**

**RESOLUTION TO ACCEPT CALIFORNIA DEPARTMENT OF HEALTH CARE SERVICES (DHCS) CONTRACT NUMBER 14-90084 FOR SUBSTANCE ABUSE PREVENTION AND TREATMENT SERVICES.**

**WHEREAS**, DHCS Contract Number 14-90084 (the Contract) establishes the multi-year agreement for Substance Use Disorder (SUD) services for Fiscal Year 2014-15 through Fiscal Year 2016-17,

**WHEREAS**, the Contract specifies the maximum amount of the Agreement of \$1,281,837 for the 3-year term, and

**WHEREAS**, Plumas County Alcohol and Other Drug Services will perform Substance Abuse Prevention and Treatment Services on behalf of the State of California, Department of Health Care Services;

**NOW, THEREFORE, BE IT RESOLVED** by the Plumas County Board of Supervisors, County of Plumas, State of California, as follows:

1. Approve Department of Health Care Services (DHCS) Contract Number 14-90084 from the State of California Department of Health Care Services for Substance Abuse Prevention and Treatment Services, and Authorize the AOD Administrator to sign as the Board's designee.

**The forgoing Resolution was duly passed and adopted by the Board of Supervisors, County of Plumas, State of California, at a regular meeting of said Board held on the 2<sup>nd</sup> day of December 2014, by the following vote:**

**Ayes:**

**Noes:**

**Absent:**

**Abstain:**

\_\_\_\_\_  
Chair, Plumas County Board of Supervisors

**Attest:**

\_\_\_\_\_  
Clerk, Plumas County Board of Supervisors



## Plumas County Office of Emergency Services

270 County Hospital Road #127  
Quincy, California 95971

Phone: (530) 283-6332  
Fax: (530) 283-6241

46

**Date:** November 21, 2014  
**To:** Honorable Board of Supervisors  
**From:** Jerry Sipe  
**RE:** Consent Agenda Item for December 2, 2014

**Recommendation:** Approve Continuation of Local Emergency Due to Drought

**Background and Discussion:** As the Board is aware, Section 8630 of the California Emergency Services Act states that the governing body must review the need for continuing the local emergency every month for the proclamation to remain in effect. For the drought declared on August 19, 2014, this was last done on November 4.

While the Drought Task Force has suspended their meetings for the winter month, agency coordination and monitoring the local impacts of the drought is ongoing. Until potential future impacts are less likely, it is recommended that the Board approve continuation of the local emergency due to drought.

If you have any questions, please do not hesitate to contact me at 283-6367.

Thank you.

44

**Plumas Early Education & Child Care Council**  
**1446 East Main, Quincy CA 95971**  
**Phone: 530.283.6500 Ext. 5334**

TO: The Honorable Board of Supervisors  
FROM: Pamela Becwar, Council Coordinator  
DATE: November 19, 2014  
RE: Certification of Council Membership

Education Code, Sections 8499.3 and 8499.4 requires that the County Board of Supervisors and the County Superintendent of Schools appoint members to the Local Planning Council. Locally the Council is known as the Plumas Early Education & Child Care Council.

The Council recommends that the following Plumas County residents be appointed beginning January 1, 2015. The Certification Statement is attached for signature of the Chair of the Board of Supervisors.

The Council encourages the Board of Supervisors to recommend parent/child care consumers in your district who are interested in serving on the Council. The current members are:

Lucie Kreth	Portola Kids, Inc.
Sara Frigo	FRC Child Development Center
Debbie Guy	PRS-Child Care Resource & Referral
Elisabeth Welch	PRS-Family Child Care Home Education Network
Ellen Vieira	First 5 Plumas
Shelley Miller	FRC Early Childhood Education Program
Janine	Plumas Children's Council
Merle Rusky	Sierra-Cascade Family Opportunities-Head Start
Kathy Whitaker	Plumas Unified School District
Karen Hoffee	Chester State Preschool
Helen Woodlee	Child Care Consumer
Kelly Holland	Child Care Consumer
Kinderlin Hoznour	Child Care Consumer


Thank you.



# *Plumas County* MUSEUM

500 JACKSON STREET • QUINCY, CALIFORNIA 95971 • (530) 283-6320

4I

DATE: November 12, 2014  
TO: Honorable Board of Supervisors  
FROM: Scott J. Lawson, Museum Director   
SUBJECT: Museum Closure for Month of January 2015

**Recommendation:**

It is recommended that the Board grant the Museum Director's request to close the Museum to the public for the month of January 2015.

**Background and Discussion:**

On several past occasions the Museum has requested and the Board of Supervisors granted permission to close the Museum for the month of January. This is in order for Museum staff to expedite cataloging, accessioning, sorting, filing and various other chores that are difficult to perform when there is public traffic. Phone and email inquiries are still accepted and processed.



# PLUMAS COUNTY • DEPARTMENT OF PUBLIC WORKS

1834 East Main Street, Quincy, CA 95971 – Telephone (530) 283-6268 – Facsimile (530) 283-6323  
Robert A. Perreault, Jr., P.E., Director Joe Blackwell, Deputy Director



## CONSENT AGENDA REQUEST

for the December 2, 2014 meeting of the Board of Supervisors

November 24, 2014

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

A handwritten signature in black ink, appearing to read 'Robert A. Perreault', is written over the 'From:' line.

Subject: Ratify 11-7-2014 Action to Authorize the Creation of a Petty Cash Account  
for the Department of Public Works

### BACKGROUND

Since the last discussion of the Green Waste Disposal Program for the Quincy area, negotiations between Feather River Disposal and the Department of Public Works progressed toward agreement of language in a License for the County to use part of the FRD site at 1166 Industrial Way for the operation of the green waste disposal program. The final License was signed by both parties on November 7, 2014.

Public Works staff realizes that Board of Supervisors authority was necessary to create a Petty Cash Account for the Department of Public Works in support of the new Green Waste Disposal Program activities within the Solid Waste Division.

The next available regular meeting of the Board of Supervisors is scheduled for December 2, 2014, but the startup of the Green Waste Disposal Program activities was scheduled for November 8, 2014. Startup of a Green Waste Disposal Program is a high priority action of the Board of Supervisors and the Department of Public Works.

On November 7, 2014, following discussions with the Director of Public Works, Chair Jon Kennedy authorized the creation of a Petty Cash Account for the Department of Public Works, subject to ratification by the Board of Supervisors on December 2, 2014.

Thereafter, on November 7, 2014, the Director of Public Works informed the County Treasurer of the status of these matters. The County Auditor was unavailable on that date, but was so advised by the Director of Public Works on November 10, 2014.

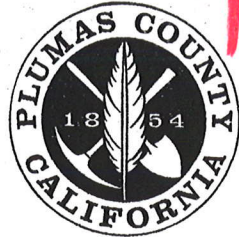
### Recommendation:

Public Works staff respectfully recommends that the Board of Supervisors authorize the creation of a Petty Cash Account in the amount of \$375 for the Public Works Solid Waste Division and to ratify the November 7, 2014 action of the Chair pertaining to this matter.

cc: County Auditor  
County Treasurer

# PLUMAS COUNTY MENTAL HEALTH

Peter Livingston, LCSW, Director  
270 County Hospital Road, Suite 109 Quincy, CA 95971  
(530) 283-6307 FAX (530) 283-6045  
plivingston@kingsview.org



## MEMO

DATE: NOVEMBER 24, 2014

TO: HONORABLE BOARD OF SUPERVISORS

FROM: PETER LIVINGSTON, LCSW, DIRECTOR

SUBJECT: AGENDA ITEM FOR BOARD MEETING OF DECEMBER 2, 2014

REGARDING: AUTHORIZATION TO SIGN PERFORMANCE CONTRACTS WITH DHCS

**IT IS RECOMMENDED THAT THE BOARD OF SUPERVISORS:** Authorize the Director of Mental Health to sign two State of California STANDARD AGREEMENT STD 213\_DHCS (Rev. 01/13) contracts that cover the periods of July 1, 2013 through June 30, 2014, and July 1, 2014 through June 30, 2015.

**BACKGROUND AND DISCUSSION:** The Department of Health Care Services contracts with each county in the state to provide mental health services. On an annual basis the state issues Performance Contracts. These contracts address the various responsibilities and provisions that mental health departments must adhere to in order to be in compliance with DHCS regulations. The contracts are "\$0 – Zero Dollar" contracts as they only address performance issues and do not involve monetary amounts. DHCS was late in issuing the 13/14 Performance Contract and is prepared to receive both contracts upon the Board providing the Director of Mental Health with authorization to sign.

Attached for the Board's awareness is a copy of the STANDARD AGREEMENT STD213\_DHCS (Rev. 01/13) for each of the two years. This form provides an overview of the total contents of the Performance Contracts, which run over 100 pages each. A full copy of the contract for each period is on file with the Clerk of the Board.

The contracts have been approved as to form by County Counsel.

The Director of Mental Health requests authorization to sign each of the contracts.

**FINANCIAL IMPACT:** There are no General Fund dollars involved in this matter. Any costs associated with this matter are covered by a combination of Federal and State funds.

STATE OF CALIFORNIA  
**STANDARD AGREEMENT**  
STD 213\_DHCS (Rev. 01/13)

REGISTRATION NUMBER

AGREEMENT NUMBER

13-90326

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY'S NAME

(Also known as DHCS, CDHS, DHS or the State)

Department of Health Care Services

CONTRACTOR'S NAME

(Also referred to as Contractor)

Plumas County Mental Health Services

2. The term of this Agreement is: July 1, 2013  
through June 30, 2014

3. The maximum amount of this Agreement is: \$ 0  
Zero dollars

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of this Agreement.

Exhibit A – Scope of Work 11 pages

Exhibit B – Funds Provision 1 page

Exhibit C \* – General Terms and Conditions GTC 610

Exhibit D (F) – Special Terms and Conditions (Attached hereto as part of this agreement)  
Notwithstanding Provisions 2, 3, 4, 6, 8, 12, 14, 22, 25, 29, and 30 which do not apply to this agreement. 26 pages

Exhibit F – Information Confidentiality and Security Requirements ~~Approved as to form~~ 7 pages

Exhibit G – Privacy and Information Security Provisions

*Stephen S. Mauch*, Deputy 11/18/14  
COUNTY COUNSEL

Items shown above with an Asterisk (\*), are hereby incorporated by reference and made part of this agreement as if attached hereto.  
These documents can be viewed at <http://www.ols.dgs.ca.gov/StandardLanguage/default.htm>.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

**CONTRACTOR**

California Department of  
General Services Use Only

CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.)

Plumas County Mental Health Services

BY (Authorized Signature)

DATE SIGNED (Do not type)

*Peter Livingston*  
PRINTED NAME AND TITLE OF PERSON SIGNING

11-24-14

Peter Livingston, Director

ADDRESS

270 County Hospital Rd., Suite 109, Quincy, CA 95971

**STATE OF CALIFORNIA**

AGENCY NAME

Department of Health Care Services

BY (Authorized Signature)

DATE SIGNED (Do not type)

*Christina Soares*  
PRINTED NAME AND TITLE OF PERSON SIGNING

Christina Soares, Chief, Contracts Management Unit

ADDRESS

1501 Capitol Avenue, Suite 71.5195, MS 1403, P.O. Box 997413,  
Sacramento, CA 95899-7413

☒ Exempt per: W&I Code § 14703

REGISTRATION NUMBER

AGREEMENT NUMBER

14-90338

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY'S NAME

(Also known as DHCS, CDHS, DHS or the State)

Department of Health Care Services

CONTRACTOR'S NAME

(Also referred to as Contractor)

Plumas County Mental Health Services

2. The term of this Agreement is: July 1, 2014  
through June 30, 2015

3. The maximum amount of this Agreement is: \$ 0  
Zero dollars

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of this Agreement.

Exhibit A – Program Specifications

Exhibit A – Attachment I

Exhibit B – Funds Provision

Exhibit C \* – General Terms and Conditions

Exhibit F – Information Confidentiality and Security Requirements

Exhibit G – Privacy and Information Security Provisions

Exhibit G – Attachment B – Information Exchange Agreement between the Social Security Administration (SSA) and the California Department of Health Care Services

Approved as to form:

13 pages

1 page

1 page

*Stephen S. Manell, Deputy*  
COUNTY COUNSEL

GTC 610

7 pages

32 pages

66 pages

Items shown above with an Asterisk (\*), are hereby incorporated by reference and made part of this agreement as if attached hereto.  
These documents can be viewed at <http://www.ols.dgs.ca.gov/Standard Language/default.htm>.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

**CONTRACTOR**

CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.)

Plumas County Mental Health Services

BY (Authorized Signature)

DATE SIGNED (Do not type)

*Peter Livingston*  
PRINTED NAME AND TITLE OF PERSON SIGNING

11-24-14

Peter Livingston, LCSW Director

ADDRESS

270 County Hospital Rd., Suite 109, Quincy, CA 95971

**STATE OF CALIFORNIA**

AGENCY NAME

Department of Health Care Services

BY (Authorized Signature)

DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

Christina Soares, Chief, Contracts Management Unit

ADDRESS

1501 Capitol Avenue, Suite 71.5195, MS 1403, P.O. Box 997413,  
Sacramento, CA 95899-7413

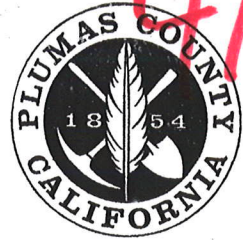
California Department of  
General Services Use Only

☒ Exempt per: W&I Code § 14703



# PLUMAS COUNTY MENTAL HEALTH

Peter Livingston, LCSW, Director  
270 County Hospital Road, Suite 109 Quincy, CA 95971  
(530) 283-6307 FAX (530) 283-6045  
plivingston@kingsview.org



## MEMO

DATE: NOVEMBER 24, 2014

TO: HONORABLE BOARD OF SUPERVISORS

FROM: PETER LIVINGSTON, LCSW, DIRECTOR

SUBJECT: AGENDA ITEM FOR BOARD MEETING OF DECEMBER 2, 2014

REGARDING: CONSULTING CONTRACT WITH KEN CRANDALL TO PROVIDE SUPPORT TO THE DIRECTOR AND MANAGEMENT TEAM OF MENTAL HEALTH.

PMU

**IT IS RECOMMENDED THAT THE BOARD OF SUPERVISORS:** RECEIVE, APPROVE, AND SIGN A CONTRACT WITH KEN CRANDALL, MSW, TO PROVIDE CONSULTING SERVICES FOR SUPPORT TO THE DIRECTOR AND MANAGEMENT TEAM OF PLUMAS COUNTY MENTAL HEALTH.

**BACKGROUND AND DISCUSSION:** The Department has been through multiple years of instability and loss of key management personnel. As a result, there is a considerable void in terms of "institutional knowledge" and familiarity with the many layers of policy, practice, and regulation that affect the Department.

At the request of the Board, Kemper Consulting conducted an organizational review of the Department during the summer of 2014. In the report issued by Kemper Consulting, Finding #12 noted that: "As a first-time Director with limited prior management experience, the PCMH Director faces a learning curve in all of the following areas: program administration and management, finance, leadership and training of staff, community relations, and interagency collaboration." Recommendation #12-1 calls for the Director to enroll in the Leadership Institute sponsored by the California Institute for Behavioral Health Solutions (formerly California Institute of Mental Health). Enrollment has been achieved and the Director will be participating in the Leadership Institute from December of 2014 through March of 2015. Recommendation #12-1 also calls for a contractual relationship between the PCMH Director and an Emeritus Director "for support in carrying out his role as PCMH Director."

Mr. Crandall served as the director of Lassen County Mental Health from 2004 -2012. From 1998 – 2004 he served as a Program Chief and Quality Improvement Coordinator for Lassen County Mental Health. Mr. Crandall currently serves as an Adjunct Faculty member at California State University Chico and provides instruction at the graduate and undergraduate levels of the Social Work

programs. Mr. Crandall also currently serves as the Project Coordinator for the Superior Region Workforce Education and Training Partnership, which is an offshoot of MHSA WET programs.

Consultation with respected Emeritus Directors and core staff of California Institute of Behavioral Health Solutions indicate that Mr. Crandall's professional experience, particularly with the unique aspects regarding delivery of Mental Health services in small, rural counties, will be of great benefit to the Department. In addition, individuals currently employed by Plumas County who are familiar with Mr. Crandall are also of the opinion that he would be a good choice of consultant.

County Counsel has approved the contract as to form. The contract utilizes the standard form suggested by County Counsel, which is not included herein. The county's standard Business Associates Agreement is incorporated. Exhibit A (Scope of Work) and Exhibit B (Fees) of the contract are attached for the Board's review. Mr. Crandall's Vitae is also attached.

Given the above, the Board is asked to approve and sign the contract for Mental Health to enter into a consulting agreement with Mr. Crandall.

**FINANCIAL IMPACT:** There are no General Fund dollars involved in this matter. Any costs associated with this matter are covered by a combination of Federal and State funds.



## **EXHIBIT A**

### **SCOPE OF WORK**

#### **Scope of Work**

Consultant (Ken Crandall) will serve the Plumas County Mental Health (PCMH) department by providing expertise and mentoring support to the Mental Health Director as he executes his duties. Activities may include, but are not limited to, mentoring and expertise for the following:

- Community and Interagency Collaboration
- Stakeholder Processes
- Relationship Building
- Regulatory Compliance
- Audit Preparation
- Quality Improvement
- Policy Development
- Staff Development
- Fiscal Consultation
- Resource Allocation
- Service Delivery
- Program Planning, Development and Implementation
- Workforce Education and Training

As determined necessary and appropriate by the PCMH Mental Health Director, Consultant may be available via:

- Telephone consultation
- Webinar meetings
- Face to face consultation
- Management meetings
- Staff meetings and trainings
- Community meetings
- Interagency meetings

## **EXHIBIT B**

### **FEE SCHEDULE**

Rate: \$90 per hour

Travel Time: \$45 per hour

Not to Exceed: 8 hours per week.

Total Contract Amount: not to exceed \$25,000 per year.

**Resume: Kenneth Crandall**

**Contact Information:**

Residence Address: 200 Meadow Road, Chester, California

Mailing Address: PO Box 1971, Chester, California 96020

Telephone: (530) 258-1813 (residence)

(530) 258-7899 (mobile)

**Career Objectives:**

- Administrative level oversight for the development, implement and improvement of community health and social service programs.
- Development and implementation of distributed education strategies to assure improved access to higher education in the field of social work.
- Development and implementation of program and service delivery strategies to improve health care coordination and integration.

**Experience:**

**August 2011 to Present: Project Coordinator; Superior Region  
Workforce Education and Training Partnership**

Oversight for development, implementation and coordination of Mental Health Workforce Education and Training Projects in the 16 county Superior Region of Northern California; including distributed education programs for BSW and MSW Social Work students at California State University Chico and Humboldt State University. Primary responsibility for oversight of a \$6.4 million project budget.

**August 2011 to Present: Adjunct Faculty, California State University, Chico**

Graduate and undergraduate instruction: School of Social Work and Political Science Departments. Courses taught: Social Work 648, *Advanced Field Practicum*; Social Work 641, *Mental Health Practice*; Social Work 652, *Supervision, Program Development and Administration*; Social Work 305, *Group and Community Practice*; Social Work 608, *Generalist Theory and Practice*; Social Work 435/445, *Social Work Methods I/II*; Social Work 678, *Mental Health Wellness and Recovery*; Social Work 489, *Seminar for Field*

*Practicum; Political Science 652, Law and Ethics in Health and Human Services*

**September 2014 to Present: Integrated Behavioral Health Project (IBHP) Team Consultant**

Member of the IBHP Consulting Team providing support to individual California Counties working to improve care coordination / integration between county Behavioral Health Departments and Primary Care providers. The IBHP Project receives funding from the California Mental Health Services Authority (CalMHSA) and the Tides Foundation.

**June 2013 to Present: California Institute for Mental Health; Core Team Faculty, Care Coordination Learning Collaborative**

Expertise and consultation to 13 county based teams composed of behavioral health providers, primary care providers, substance abuse providers and health plans seeking to develop and implement practices, policies and procedures to support health care coordination and integration.

**2012 to 2014: Superior Region Contract Specialist; California Mental Health Services Authority (CalMHSA)**

Responsible for coordination between county Superior Region Behavioral Health programs and contracted Program Partners for the implementation of statewide Mental Health Prevention and Early Intervention (PEI) Programs. Statewide PEI Programs include: Suicide Prevention; Mental Health Stigma and Discrimination Reduction; and the Student Mental Health Initiative.

**November 2011 to May 2013: California Institute for Mental Health; Co-chair, Small County Care Integration Learning Collaborative**

Leadership support for a 14 county learning collaborative seeking to assure improved health care outcomes for individuals with serious mental illness chronic physical health conditions; via increased coordination between primary care and behavioral health providers.

**2008 -2011: Agency Field Instructor, California State University, Chico**

Field Instruction for graduate level students pursuing Master of Social Work Degree



### **2004-2012: Director, Lassen County Mental Health**

Responsible for administration and fiscal oversight of Lassen County Mental Health Department; delivery of mental health services for eligible residents of Lassen County, policy development, contract management, state and federal regulatory compliance, staff supervision, workforce training and development, interface with community stakeholders and local boards and commissions.

Annual operating budget \$7.5 million; 45 employees

### **1998 -2004: Program Chief /Quality improvement Coordinator, Lassen County Mental Health**

Responsible for day to day clinic operations, oversight of quality improvement committee, project development, regulatory compliance, general staff supervision, policy development and implementation.

### **1981- 1998: Director, Integrated Police /Prosecution Project, City and County of San Francisco**

Responsible for development and implementation of policies, programs and procedures to coordinate and streamline the activities of the Superior Court, the District Attorney's Office and the San Francisco Police and Sheriff's Departments in relation to services for victims and witnesses.

### **1983: Adjunct Faculty, California State University, Sacramento**

Graduate level instruction for social work students in pursuit of Master of Social Work Degree. *Social Work Practice*.

### **Education:**

**Master of Social Work, California State University,  
Sacramento**

**Bachelor of Arts, California State University, Chico**

### **Honors, Recognitions and Trainings:**

Certified Mental Health First Aid Trainer (MHFA), 2014

Applied Suicide Intervention Skills Training (ASIST), 2013

California Association of Social Rehabilitation Agencies, Integrated Behavioral Health Project Advisory Committee Member

Chair, Superior Region, California Mental Health Directors Association

California Mental Health Directors Association Governing Board Member

California Mental Health Services Authority Board Member

California State University, Chico, Mental Health Advisory Board Member

Vice Chair, Lassen Aurora Network Board of Directors

Member, National Association of County Behavioral Health and Developmental Disabilities Directors

Chair, Lassen County Children's System of Care Administrative Review Team

Awarded; *Managerial Innovation Award*, Caryl Willard Consulting

*California External Quality Review Organization (APS) Recognition: Lassen County Mental Health Department designated as, One of California's Twelve High Performance Counties. 2009*

Brazelton Touch Points Training, Certificate of Completion 2010

Substance Abuse Subtle Screening Inventory Training, Certificate of Completion 2009

Lassen County Management Institute Training, Certificate of Completion 2002

Employee of the Quarter, Lassen County Mental Health 2001

Certificate of Appreciation, Lassen County Mental Health Advisory Board 2000 & 2012

***Public Managerial Excellence Award, City and County of San Francisco 1997; presented by Mayor Frank Jordan***

Certificate of Appreciation, Working Well Together Committee, California Institute for Mental Health

Incident Command Series Training: ICS 100, 200, 300, 400

**References available upon request**

# PLUMAS COUNTY MENTAL HEALTH

Peter Livingston, LCSW, Director  
270 County Hospital Road, Suite 109 Quincy, CA 95971  
(530) 283-6307 FAX (530) 283-6045  
plivingston@kingsview.org



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## MEMO

DATE: NOVEMBER 24, 2014

TO: HONORABLE BOARD OF SUPERVISORS

FROM: PETER LIVINGSTON, LCSW, DIRECTOR

SUBJECT: AGENDA ITEM FOR BOARD MEETING OF DECEMBER 2, 2014

REGARDING: RENEWAL OF CONTRACT WITH KINGS VIEW CORPORATION FOR THE PROVISION OF AN ELECTRONIC HEALTH RECORD INFORMATION SYSTEM.

**IT IS RECOMMENDED THAT THE BOARD OF SUPERVISORS:** RECEIVE, APPROVE, AND SIGN THE RENEWAL OF A CONTRACT WITH KINGS VIEW CORPORATION FOR THE PROVISION OF AN ELECTRONIC HEALTH RECORD INFORMATION SYSTEM.

**BACKGROUND AND DISCUSSION:** Kings View Corporation has been providing Plumas County Mental Health with a Management Information System (MIS) for many years. In 2011, Kings View began providing a full Electronic Health Record Information System through the Anasazi product, a nationally utilized system. In 2014, Anasazi was bought out by Cerner Corporation, and we are currently in a slow transition phase from Anasazi to Cerner, with only minor changes being made to the product. Kings View provides services and products which include the following: electronic records for clinical information such as demographics, assessment, diagnosis, treatment plan, provider assignment, psychiatric medication services and management, electronic prescribing, and progress notes; integrated electronic billing services that interface directly with state MediCal billing processes; other non-MediCal billing processes; network management and support; hardware acquisition, outfitting, and support; software acquisition and updating; the opportunity for customization of the standard EHR system; training and support of all systems, including on-site visits, email and telephone support; and county-specific quarterly data reporting.

This contract continues the existing services provided by Kings View. The contract has been approved as to form by County Counsel. A full copy of the contract is on file with the Clerk of the Board of Supervisors, which includes a standard HIPAA Business Associate Agreement. Attached hereto are: Exhibit A (Scope of Services); Exhibit B (Annual Budget – i.e. Fees); Exhibit C (Onsite Training); and Exhibit D (Cerner Support Fees); and, Exhibit E (Disaster Recovery Plan).

This contract is for a two year period. Total costs for 14/15 are \$117,142 and for 15/16 are \$119,327.

**FINANCIAL IMPACT:** There are no General Fund dollars involved in this matter. Any costs associated with this matter are covered by a combination of Federal and State funds.

## EXHIBIT "A"

### PLUMAS COUNTY ELECTRONIC HEALTH RECORD SYSTEM (EHR) SCOPE OF SERVICES

This Scope of Services is applicable to the utilization of the current Cerner Community Behavioral Health behavioral health software. It is not intended to address issues relative to office application documents, files, and network support.

At the time of termination, CONTRACTOR agrees to provide a copy of current system with all necessary data files, structures, and associated tables.

CONTRACTOR shall comply with the privacy and security provisions of the Health Information Portability and Accountability Act of 1996 (HIPAA) and HITECH Act public law 111-005 and all related State and Federal Regulations for the maintenance and storage of system data and files.

CONTRACTOR shall provide the following services:

#### **A. Cerner Community Behavioral Health Support**

1. CONTRACTOR supports (as defined in this scope of work) the following Cerner Community Behavioral Health Software products currently in use or planned by COUNTY:
  - Client Data System
  - Scheduling System
  - Assessment & Treatment Planning System
  - Doctor's Home Page & E-Prescribing System
  - Managed Care System
2. CONTRACTOR will provide consultative services to COUNTY concerning current and new MIS design for Client Data, Scheduler and ATP – Assessments, Treatment Plans and Progress Notes when requested by COUNTY as needed.
3. CONTRACTOR will maintain a LIVE, TRAIN and TEST version of Cerner Community Behavioral Health on CONTRACTOR'S servers.
4. CONTRACTOR will advise on and load Cerner Community Behavioral Health promotions:
  - a. Write and provide COUNTY to the best of CONTRATOR'S abilities a thorough risk-benefit analysis for all Cerner Community Behavioral Health



promotions based on supplied documentation from Cerner Community Behavioral Health Software to include:

- Summary of the purpose(s)
  - List of known and potential risks
  - List of known and potential benefits
  - Reporting implications
  - Identify any additional report functionality
- b. Test Cerner Community Behavioral Health promotions and work out known bugs.
- c. Load promotions only with COUNTY authorization and in accordance to Cerner Community Behavioral Health Software policy and procedures. COUNTY will provide CONTRACTOR with list of COUNTY staff allowed to authorize installation of promotions.
- d. COUNTY is aware failure to load all Cerner Community Behavioral Health promotions in sequence and as supplied by Cerner Community Behavioral Health could impact CONTRACTOR'S ability to meet scope of services as discussed in Exhibit "A" and Cerner Community Behavioral Health support.
5. CONTRACTOR will provide assistance with MIS customization including workflow redesign, keying guides, management forms, WYSIWYG design and development, training materials and other assistance as it relates to Client Data, Scheduler and ATP – Assessments, Treatment Plans and Progress Notes as needed and requested by COUNTY.
6. CONTRACTOR will provide the following forms of documentation:
- a. Develop manuals for AR and State Reporting delineating CONTRACTOR and COUNTY tasks and responsibilities.
  - b. Provide Risk/Benefit Analysis of Cerner Community Behavioral Health Promotions (see 4.b above).
  - c. Provide COUNTY with Kings View Status Report as mutually agreed. Report format, content and frequency will be determined and modified as needed by mutual agreement.
  - d. Document COUNTY'S system schema as it relates to Kings View provision of services and at the discretion of COUNTY'S Information Technology management.

- e. Special Projects (audits, state reviews, other ad hoc requests) as needed by COUNTY including the following:
  - 1. Consultation and assistance with special projects.
  - 2. Data/Reports.
  - 3. Participate in Meetings/Calls.
- 7. Status Reporting
  - a. Meet quarterly at mutually agreed time with COUNTY to identify problems/issues and agree to solutions.
  - b. Complete Kings View Status Report (see 6.c above).

**B. General Cerner Community Behavioral Health Support Responsibilities**

- 1. CONTRACTOR will monitor and maintain network connections between CONTRACTOR'S server and the COUNTY site.
- 2. CONTRACTOR shall facilitate a storage and backup system by utilizing CONTRACTOR'S MIS staff, Fresno storage facility and off-site tape backup and EVault processes. CONTRACTOR shall comply with the privacy and security provisions of the Health Information Portability and Accountability Act of 1996 (HIPAA) and all related State and Federal regulations for the maintenance and storage of system data and files.
- 3. CONTRACTOR will use all reasonable efforts to work with Cerner Community Behavioral Health software and COUNTY to adhere to California compliance requirements set forth by California Department of Mental Health and California Department of Alcohol and Drug Programs.
- 4. CONTRACTOR will work jointly with COUNTY to obtain certification of compliance with all applicable Medicare, Medi-Cal and HIPAA billing requirements and regulations.
- 5. CONTRACTOR will maintain management forms and related data tables for State reporting, billing and security.
- 6. CONTRACTOR will provide specialized reporting as required by COUNTY/State as results of mandatory audit/reporting requirements. CONTRACTOR will provide customized reporting formats, forms, and update data tables as required for COUNTY'S operation, and CONTRACTOR will generate reports for COUNTY as requested.
- 7. CONTRACTOR will use all reasonable efforts to see that all local, state and federal requirements are met with the times lines set by those agencies.
- 8. CONTRACTOR and COUNTY will mutually agree upon an Activity Deadline Calendar for the purpose of defining the roles, responsibilities and processes

for each party.

9. CONTRACTOR will notify COUNTY of all upgrades or modifications to system which affect billing or other operational functions.
10. Develop a Disaster Plan that addresses at a minimum a detailed back up plan for two crisis scenarios:
  1. Power outage beyond 1 work day and
  2. Corruption of data.

**C. Monthly Medi-Cal Billing and Accounts Receivable (A/R) Cycle Support for Cerner Community Behavioral Health software**

1. CONTRACTOR will provide all month-end processes for the completion of A/R and Medi-Cal Billing Processes at CONTRACTOR'S MIS office, and provide support and assistance to COUNTY staff for Month-end A/R and Billing Processes for all requirements set forth by California Department of Mental Health and California Department of Alcohol and Drug Programs.
2. CONTRACTOR will provide training and support to program staff for program processes required in the month-end process.
3. CONTRACTOR will use all reasonable efforts to have its system comply with all State billing and statistical reporting requirements for timely, accurate and complete processing of electronic claims or files. COUNTY will be the SOLE party responsible for ensuring timeliness, accuracy and the complete entry of data by COUNTY staff necessary for CONTRACTOR to submit electronic claims or files.
4. CONTRACTOR will perform data review to ensure HIPAA compliance for electronic submittal to State, Medicare or other third party payer in preparation for CONTRACTOR electronic data submission. CONTRACTOR will post electronic Explanation of Benefits (EOB) electronic files from State, Medicare or other third party payer in accordance with Cerner Community Behavioral Health Software policy and procedures.
5. CONTRACTOR will perform data review to ensure data from COUNTY'S software meets requirements for electronic submission to California Outcomes Measurement System (CalOMS) and Client and Service Information (CSI).
6. CONTRACTOR will maintain call log identifying consequential issues referred for help and provide management with trend report. Routine questions will not be tracked.

7. CONTRACTOR will assist and monitor EOB (HIPAA 835) – Explanation of Benefits denials and report back to COUNTY management monthly with status updates.
8. When CONTRACTOR makes changes to existing information systems software that results in a need for consultation or training of county employees, the associated costs will be paid by the CONTRACTOR.

**D. Ongoing Support of Application Service Provider (ASP) Storage Facility and Network Connectivity**

1. CONTRACTOR will provide hosting and support of behavioral health software in a HIPAA compliant facility.
2. CONTRACTOR will provide access up to 38 concurrent users for utilization of Cerner Community Behavioral Health Software via Citrix.
3. CONTRACTOR will notify COUNTY in advance of all upgrades or modification to the Data Center servers and software which affect the ER, billing or operations, except in cases where immediate action is required to protect data, hardware or personnel.
4. CONTRACTOR will monitor and maintain network connections between CONTRACTOR'S Fresno Data Center and the COUNTY site.
5. When COUNTY makes changes to COUNTY owned hardware or network infrastructure the COUNTY may request technical support services from CONTRACTOR. These requested services will be provided by CONTRACTOR and paid for by COUNTY at a daily rate per staff plus expenses as outlined in Exhibit "B". All services will be pre-authorized via Purchase Orders by County Mental Health Director.
6. CONTRACTOR will provide a Disaster Recovery Plan utilizing eVault to protect COUNTY data in the event of disaster as shown in Exhibit "E". The system will be tested annually, COUNTY will be provided documentation detailing plan and annual test results.

**E. COUNTY Staff Support**

- a. CONTRACTOR will maintain a help desk as support to COUNTY staff relative to behavioral health software in order to attend to user inquiries and problems. Help desk support shall be available to COUNTY staff Monday through Friday from 8:00 a.m. until 6:00 p.m., excluding COUNTY holidays.



COUNTY will designate staff members who will be authorized to access help desk support on behalf of COUNTY staff.

- b. COUNTY staff will be provided with access to CONTRACTOR'S MIS seven days a week, 24 hours a day.
- c. CONTRACTOR will provide remote support as needed via 800 toll-free support number after normal business hours, including all holidays.
- d. CONTRACTOR will provide COUNTY staff with 24 hours advance notice when planned system maintenance time is required.

**F. Ongoing Office Applications and Network Support**

- 1. CONTRACTOR in cooperation with Plumas County Information Technology will provide the following the following services:
  - a. E-Mail
  - b. Internet Access
  - c. Web Content Filtering and Monitoring
  - d. VPN Access
  - e. Data Encryption
  - f. Virus Protection (Utilizing Redundant Virus Servers)
  - g. HIPAA Security Compliance
  - h. Office Application Software Support limited to:
    - 1. Windows Operating System
    - 2. Microsoft Office 365
    - 3. WinZip
    - 4. Adobe Reader
    - 5. Cute PDF
- 2. CONTRACTOR shall comply with COUNTY's policies, procedures and direction in the installation or removal of application software for equipment supported. CONTRACTOR shall maintain and support all office application software used by COUNTY staff. The license for Microsoft Office, Windows OS (XP and 7) and Exchange are owned by CONTRACTOR. At termination of this contract, the CONTRACTOR'S licenses will not be transferable. COUNTY shall be provided by CONTRACTOR with copies of software applications, including data files, scanned documents attached to client charts and any other electronic files associated with COUNTY's system hosted by CONTRACTOR and owned by COUNTY and in current use on COUNTY equipment in order for CONTRACTOR to support COUNTY staff in a timely and efficient manner. CONTRACTOR shall comply with all copyrights to COUNTY's owned software.

### 3. Program Hardware Support

CONTRACTOR shall provide technical support for the following program equipment located at COUNTY'S Main Clinic, Drop-In Center, Chester, Greenville, Portola, and Quincy Wellness.

- \_\_\_\_\_ PCs
- \_\_\_\_\_ Local Printers
- \_\_\_\_\_ System Printers
- \_\_\_\_\_ Network service

CONTRACTOR shall respond to COUNTY'S request for technical support of above designated equipment, within four (4) hours after request is submitted to CONTRACTOR, by either resolving the problem or by providing COUNTY with a plan for resolving the problem which is reasonable and acceptable to both parties. COUNTY will designate staff members who will be authorized to submit request for technical assistance on behalf of COUNTY.

COUNTY will be responsible for all costs associated with maintenance and repair of all hardware and local network infrastructure required to maintain local agency information system, included in hardware are PCs, Printers, Routers, Switches, Servers, UPS and associated devices. CONTRACTOR will request from COUNTY authorization prior to any purchase of equipment or parts. COUNTY has the right to not repair equipment, in such event the equipment will no longer be supported under CONTRACTOR'S support agreement and CONTRACTOR will not be held liable for equipment's functioning or failure.

### G. Onsite Training, Support and Consultative Services

1. CONTRACTOR will provide as-needed support to facilitate changes to existing technology infrastructure for both hardware and software. CONTRACTOR will pass through all COUNTY-exclusive reoccurring charges to COUNTY. Travel, lodging and meals will be invoiced separately as used not to exceed total annual amount listed in Exhibit "C" without prior authorization from Plumas County.
2. Training and Conversion Consultation Services:
  - a. CONTRACTOR will provide on-site training as needed for Cerner Community Behavioral Health Software Client Data. Travel, lodging and meals will be invoiced separately as used not to exceed total annual

amount listed in Exhibit "C" without prior authorization from Plumas County.

- b. CONTRACTOR will provide on-site training for ATP (Assessments, Treatment Plans and Progress Notes). Travel, lodging and meals will be invoiced separately as used not to exceed total annual amount listed in Exhibit "C" without prior authorization from Plumas County.
- c. CONTRACTOR will visit site as needed over the fiscal year to provide onsite support of local network, computers and applications. COUNTY and CONTRACTOR will mutually agree to onsite dates in advance of each visit. Travel, lodging and meals will be invoiced separately as used not to exceed total annual amount listed in Exhibit "C" without prior authorization from Plumas County.

**H. Cerner Community Behavioral Health New Functionality**

COUNTY and CONTRACTOR agree during term of the contract, if new functionality from Cerner Community Behavioral Health software is introduced by Cerner, the contract may be amended to include additional costs.

**EXHIBIT "B"**

**PLUMAS COUNTY**

**ELECTRONIC HEALTH RECORD SYSTEM (EHR)  
ANNUAL BUDGET  
FY 14/15 – FY 15/16**

<b>Scope of Services Item</b>	<b>FY 14/15</b>	<b>FY 15/16</b>
A. Cerner Community Behavioral Health Support	\$16,643	\$16,976
B. General Cerner Community Behavioral Health Support Responsibilities	\$9,383	\$9,591
C. Monthly A/R Billing and State Reporting	\$11,986	\$12,226
D. Application Service Provider (ASP) Storage Facility and Network Connectivity	\$26,452	\$26,982
E. Helpdesk	\$11,002	\$11,346
F. Office Application and Network Support	\$23,868	\$24,346
Discount	(\$23,868)	(\$24,346)
<b>Total</b>	<b>\$75,466</b>	<b>\$76,978</b>



**EXHIBIT "C"**  
**PLUMAS COUNTY**  
**ONSITE TRAINING/CONSULTATION/SUPPORT**

Scope of Services Exhibit "A", Section G – to be billed as used up to \$8,000. Additional funds will need to be pre-authorized by Plumas County.

**EXHIBIT "D"**

**PLUMAS COUNTY**

**CERNER COMMUNITY BEHAVIORAL HEALTH SUPPORT AGREEMENT**

**ANNUAL RECCURING COSTS**

**\$33,676 plus sales tax**

- a. Support Agreement: \$32,736
- b. Annual Visual Data Flex Subscription 25 Concurrent Users: \$250
- c. Annual Database Driver Subscription 25 Concurrent Users: \$690
- d. Recurring annual cost start at the contract effective date.

FY 2015-2016 increase 2% \$34,349 plus sales tax

## EXHIBIT "E"

### **Kings View Information Technology Disaster Recovery Plan for Customers using Cerner Behavioral Health Software Executive Summary**

Kings View Information Technology is contractually obligated to provide customers with continuous access to Cerner Behavioral Health/Anasazi software. To meet this obligation, Kings View has partnered with EVault Inc. to fulfill a core component of our Disaster Recovery Plan.

EVault is a cloud-based managed service that allows us to quickly recover critical systems after a disaster and allows customers to gain remote access via a secure, virtual environment in the EVault cloud.

#### ***Features***

- As a Hot Site/Fail Over solution for mission critical applications, EVault puts both primary production and disaster recovery instances into the cloud. EVault operates 16 state-of-the-art remote Top-Tier Data Centers that provide best-in-class redundancy and performance, and accessible 24x7x365 support.
- An EVault Express Recovery Appliance installed at the Kings View Data Center maintains 7-14 days of backups on site for quick recovery at LAN speeds. The preconfigured storage appliance adds a local cache to cloud backups to speed data recovery when needed. The production server replicates in real time to the mirrored server in the EVault cloud, where 36 months of backups are maintained. All data is encrypted using the National Institute of Standards and Technology (NIST) 128-bit or 256-bit AES. Encryption occurs prior to leaving the backup server, during transit between the client and EVault, and while it remains in the EVault Cloud.
- In the event of a disaster, **EVault provides a 1-Hour Guaranteed SLA for mission-critical SQL servers (Anasazi and Citrix.)** Protected Platforms include Windows Server 2003, 2008, and 2013; Microsoft Exchange, SQL Server, File Server, and SharePoint, and Blackberry Server. Their comprehensive package also covers Hosted Active Directory, VM storage, secure network protocols, SSL VPN and IPsec Tunnel. For all other servers, EVault provides 24-Hour Guaranteed SLA.
- EVault provides one complete Disaster Recovery test annually to confirm server recovery times meet the agreed upon SLAs, as well as to verify testing includes all required servers/applications.

***How it Works – In the Event of a Disaster:***

1. Kings View Declares Disaster and calls EVault
2. EVault recovers systems and data from our backups held in the EVault Cloud
3. Kings View alerts customers to access systems from a secure virtual environment
4. Transition back to Kings View environment when Kings View Data Center is up and running again.





for 4L

"Subscriber" Name: Plumas County Counsel	Lexis.com Account Number: 114S9K
"LN": LexisNexis, a division of Reed Elsevier Inc.	

**1. Purpose of Amendment.** This Amendment will serve as Subscriber's acknowledgment that its subscription will be upgraded from *lexis.com* to Lexis Advance within a commercially reasonable period after Subscriber's execution of this Amendment. As a result of this Amendment, Subscriber's access to *lexis.com* will be terminated as of **1/31/2015** (prior to this time, Subscriber will have access to the content in *lexis.com* described in the Agreement) and the Agreement will also be revised as stated below.

**2. Lexis Advance Content, Term, and Charges.** This Section 2 revises and restates the materials and features included in Subscriber's fixed rate plan, the charges applicable to Subscriber, and the Committed Term of the Agreement. Subscriber's access to materials outside of the fixed rate plan will be governed by the Agreement.

2.1 During the Term (as defined below), Subscriber will have access to the Lexis Advance Content & Features listed below. In addition, Subscriber will also be provided with access to the premium features Shepard's Graphical and Research Map at no additional charge during the Term.

[illegible]

2.2 The Term of the Agreement will be for Committed Terms listed in the table below Section 2.3 (the "Term"). Upon the expiration of the Committed Term, the Agreement and Amendments will automatically terminate at the end of the Committed Term in absence of a renewing amendment.

2.3 During the Term, Subscriber will pay to LN each month the "Monthly Installment" amount listed below for access to and the Lexis Advance Content & Features listed in Section 2.1.

Committed Period	Monthly Installment
activation - 1/31/2015	\$0.00
2/1/2015-1/31/2016	\$196.00
2/1/2016-1/31/2017	\$201.88
2/1/2017-1/31/2018	\$207.93

2.4 Subscriber acknowledges the pricing and content provided in this Amendment depend in part on the number of users listed for each product selected. Subscriber certifies that as of the date Subscriber signs this Amendment the number of attorneys receiving LN IDs (including attorney, judge or professional user or other support personnel) in Subscriber's office as Subscriber has specified below is true and accurate. Subscriber will be entitled to receive up to three (3) LN IDs for each number of users listed above for each product selected. Each LN ID must be issued for individual use by the attorney, judge or professional user or other support personnel. Subscriber will immediately notify LN in writing on each event of an increase in the Reference Number. At the reasonable request of LN, Subscriber will certify in writing the then-current Reference Number. If there is a change in the Reference Number, LN may, in its sole discretion, on at least 30 days prior written notice to Subscriber, increase or decrease the Monthly Installment by an amount that does not exceed, on a percentage basis, the change in the Reference Number.

Number of Government Professional Users:	2
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### 3. Miscellaneous

Except as expressly revised in this Amendment, all other terms and conditions of the Agreement will remain in full force and effect. If there are any conflicts or inconsistencies between this Amendment and the Agreement, this Amendment will control.

### 4. Closed Offer

The prices and other terms are subject to change to if Subscriber has not submitted a signed original or copy on or before 12/19/2014.

This Amendment does not bind either party until it has been accepted by both parties. Subscriber may accept this Amendment by signing below. LN will accept this Amendment by providing Subscriber with access to Lexis Advance.

#### AGREED TO AND ACCEPTED BY:

<b>Subscriber: Plumas County Counsel</b>	
[MUST BE COMPLETED BY SUBSCRIBER]	
Authorized Subscriber Signature: _____	
Printed Name:	_____
Job Title:	_____
Date:	_____

# **CUSTOMER INFORMATION (Please type or print):**

Organization Name: (Full Legal Name)	Plumas County Counsel	
Billing Frequency:	<input checked="" type="checkbox"/> Monthly	<input type="checkbox"/> Annually
Physical Address		Invoice Address
Street Address:	520 Main St. Room 302	
City:	Quincy	
State:	CA	
Zip:	95971	
County:		
Telephone:	530-283-6240	
Fax:		
Parent Company: (if applicable)		

## **Type of Organization:**

☐ Legislative

☐ Judicial

☐ Executive

Professional User: 2

Practicing Area of Law: GOV

Support Staff: \_\_\_\_\_

Employer Identification Number: NA

Bar No: NA

Issuing State: CA

Date Issued/Expiration Date: NA

Organization Web Address: NA

Tax Exempt: ☐ Yes (attach Sales Tax Exemption Certificate)

MSA: ☐ Yes ☒ No

☐ No

Tax ID No: \_\_\_\_\_

State Contract No:  
(If applicable)

PO No:  
(If applicable)

## **Contacts:**

	Name	Telephone	Email
Installation:	<u>NA</u>	<u>NA</u>	<u>NA</u>
Billing:	<u>Liz Cortez</u>	<u>530-283-6240</u>	<u>liz@countyofplumas.com</u>
Policy/Legal Notification:	<u>Richard C. Settlemire</u>		<u>csettlemire@countyofplumas.com</u>
Scheduling/Training:	<u>NA</u>	<u>NA</u>	<u>NA</u>
	Name	Telephone	
Super Admin:	<u>Richard C. Settlemire</u>	<u>530-283-6240</u>	
	Email	IP Address	
	<u>csettlemire@countyofplumas.com</u>		

**CUSTOMER ID INFORMATION (Please type or print)**

ID HOLDERS' NAMES (additional sheet attached <input type="checkbox"/> )	ID HOLDERS' TITLES/POSITIONS	ID HOLDERS' EMAIL ADDRESSES	LOCATION/ADDRESS
Craig Settlemyre	Attorney	csettlemyre@countyofplumas.com	CA
Stephen Mansell	Attorney	stevemansell@countyofplumas.com	CA
Liz Cortez	Paralegal	liz@countyofplumas.com	CA