

BOARD OF SUPERVISORS

Michael Sanchez, Vice Chair 1st District
Kevin Goss, 2nd District
Sharon Thrall, 3rd District
Lori Simpson, 4th District
Jeff Engel, Chair 5th District

**AGENDA FOR REGULAR MEETING OF SEPTEMBER 4, 2018 TO BE HELD AT 10:00 A.M.
IN THE BOARD OF SUPERVISORS ROOM 308, COURTHOUSE, QUINCY, CALIFORNIA**

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

10:00 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

1. 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

Approve and authorize the Chair to sign letter to the Department of Transportation (Caltrans) for encroachment permit (Chester Jr. Sr. High School: 12th Annual Homecoming Parade, September 14, 2018 at 1:30 p.m., Chester, CA)

B) CLERK OF THE BOARD

Approve Board minutes for August 2018

C) SHERIFF

Authorize the Auditor/Controller to pay invoice to Caley Electric of \$1,140, without a contract, for Title III project on Radio Hill

D) FACILITY SERVICES

Authorize Facility Services to accept donation for placement of a bench in Chester Park in memory of Margaret Green and Patricia Ward

E) CHILD SUPPORT SERVICES

Authorize the department of Child Support Services to recruit and fill vacant, funded and allocated 1.0 FTE Child Support Specialist I/II position

F) BEHAVIORAL HEALTH

- 1) Approve and authorize the Chair to sign Substance Abuse Block Grant/Substance Use Disorder Multi -Year Agreement, not to exceed \$534,000, with the Department of Health Care Services for Fiscal Years 2017-2018 through 2019-2020; approved as to form by County Counsel
- 2) Adopt **RESOLUTION** authorizing Plumas County Behavioral Health to participate in the One-Time Homeless Mentally Ill Outreach and Treatment Funding opportunity available as a result of SB 840 (Chapter 29, Statutes of 2018)
- 3) Approve and authorize the Chair to sign amendment to Skyway House agreement (adding exhibits "C" and "D" (State mandates)) to provide Mental Health Rehabilitation Services; approved as to form by County Counsel
- 4) Approve and authorize the Chair to sign FY 2018-2019 Contract between County of Plumas and Kingsview, not to exceed \$2,600, for consulting services provided in July 2018; approved as to form by County Counsel
- 5) Approve and authorize the Chair to sign FY 2018-2019 Contract between County of Plumas and North Valley Behavioral Health, not to exceed \$100,000, to provide mental health rehabilitation services; approved as to form by County Counsel
- 6) Approve and authorize the Chair to sign FY 2018-2019 contract between County of Plumas and Progress House, not to exceed \$30,000, to provide detox and alcohol and drug recovery services; approved as to form by County Counsel
- 7) Approve and authorize the Chair to sign FY 2018-2019 Contract between County of Plumas and Willow Glen Care Center, not to exceed \$300,000, to provide mental health rehabilitation services; approved as to form by County Counsel
- 8) Approve and authorize the Chair to sign FY 2018-2019 contract between County of Plumas and Archway Recovery Services, not to exceed \$30,000, to provide alcohol and drug recovery services; approved as to form by County Counsel
- 9) Authorize payment of \$5,171.23 to Plumas Crisis Intervention and Resource Center for July 2018 location costs for Chester and Greenville Wellness Centers

G) PUBLIC HEALTH AGENCY

- 1) Adopt **RESOLUTION** to accept Contract Number 18-95301 with the Department of Health Care Services, not to exceed \$1,800,000, for providing Medi-Cal Administrative services to Plumas County (Host County) LGA's CMAA and TCM claims; and authorize the Director of Public Health to sign as the Board's designee; and further authorize the Director of Public Health to execute all current Participation Fee Agreements for CMA and TCM claiming; approved as to form by County Counsel
- 2) Approve and authorize the Chair to sign Agreement Amendment Numbers MAA2017OPTIMAS-A1, not to exceed \$267,600, and MAA2017OPTIMAS-AH-A1, not to exceed \$21,000, with Optimas Services, Inc. for FY 2018-2019 activities of Administrative Hub Roles and Responsibilities for a Random Moment Survey software system and LGA Consultant for the Medi-Cal Administrative Activities (MAA) Program, and ratify agreement effective July 1, 2018; approved as to form by County Counsel
- 3) Receive and File the 2018 California Annual Report of County Veterans Service Offices and Updates of Plumas County Veterans Services

H) ENGINEERING

Accept request to substitute replacement bonds for the Foxglenn Subdivision, Phase 2 Wastewater Treatment & Disposal project with SureTec Insurance Company of \$404,906

2. DEPARTMENTAL MATTERS

A) FACILITY SERVICES/AIRPORTS – Kevin Correia

Approve and authorize the Chair to sign Services Agreement, not to exceed \$4,111.80 per contract year, between County of Plumas and Hue & Cry Inc. for inspection and monitoring of fire alarm and suppression systems at the Health & Human Services Annex; and the term of the agreement shall be retro from October 16, 2017 to October 15, 2019; approved as to form by County Counsel; discussion and possible action

B) SHERIFF – Greg Hagwood

Approve and authorize the Chair to sign Agreement for Law Enforcement Services between County of Plumas and City of Portola, not to exceed \$100,000, for FY 2018-2019; approved as to form by County Counsel

C) PUBLIC HEALTH AGENCY – Andrew Woodruff

Public Health Accreditation Announcement

3. BOARD OF SUPERVISORS

A. Consider request of the Sheriff to earmark \$202,510 from HR 2389-Title III funding to be used for Public Safety Communications infrastructure development and upgrades (\$180,000), and Search & Rescue Reimbursement project (\$22,510); and direct the Clerk to provide public notice to begin the 45 day comment period followed by a noticed public hearing to allocate funding; discussion and possible action

B. Correspondence

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

1:00 P.M. AFTERNOON SESSION

4. PROBATION – Erin Metcalf

Approve Community Corrections Partnership (CCP) Public Safety Realignment Plan and Budget for FY 2018-2019, totaling \$1,044,444, as submitted and recommended, or reject by required four/fifths roll call vote; discussion and possible action

5. BOARD OF SUPERVISORS

A. Report and update by Susan Scarlett, Budget Consultant on the FY 2018-2019 Budget; discussion and possible action regarding various county departments and programs

B. **PUBLIC HEARING:** The Plumas County Board of Supervisors will open its hearing on the FY 2018-2019 County Budget

6. CLOSED SESSION

ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION

- A. Conference with Legal Counsel: Initiating litigation pursuant to Subdivision (c) of Government Code Section 54956.9 (one case)
- B. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9
- C. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit; Probation; Unrepresented Employees and Appointed Department Heads

REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

ADJOURNMENT

Adjourn meeting to Tuesday, September 11, 2018, Board of Supervisors Room 308, Courthouse, Quincy, California.

BOARD OF SUPERVISORS

MICHAEL SANCHEZ, DISTRICT 1
KEVIN GOSS, DISTRICT 2
SHARON THRALL, DISTRICT 3
LORI SIMPSON, DISTRICT 4
JEFF ENGEL, DISTRICT 5



September 4, 2018

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

Attention: Permits Engineer

Subject: Encroachment Permit Request
CHESTER JR. SR. HIGH SCHOOL
12TH Annual Homecoming Parade, September 14, 2018 at 1:30 P.M.,
Chester, CA

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,

Jeff Engel, Chair

Cc: Plumas County Director of Public Works



Chester Jr. Sr. High School

P.O Box 797 - 612 First Street

Chester, CA 96020

530-258-2126

Fax 530-258-2306

Terry Hernandez, Principal

Paul Hardig, VP & AD



August, 22, 2018

Plumas County Board of Supervisors

Attn: Sharrie Thrall

520. Main St. Room 309

Quincy, Ca 95971

Dear Sharrie,

Chester High School is preparing for our 12th annual Homecoming Parade on September 14, 2018 at 1:30 PM.

We are in need of a resolution from your governing body acknowledging this event so that we may forward to the State of California Department of Transportation as well as Plumas County Department of Public Works.

We have attached a copy of this year's parade logistics for your familiarity with this event and the letter we received from you last year.

We appreciate your attention to this matter and invite you to attend this year's parade and see all the local businesses have decorated to show spirit for the football team and high school.

Sincerely,

Gina Pixler, ASB Advisor

Chester High School

PO Box 797

Chester, ca 96020

530-258-2126

"Home of the Volcanoes"



Chester Jr. Sr. High School

P.O Box 797 - 612 First Street

Chester, CA 96020

530-258-2126

Fax 530-258-2306

Terry Hernandez, Principal

Paul Hardig, VP & AD



12th annual CHS Homecoming Parade

9/14/2018

August 22, 2018

Meeting Point: Chester High School 12:30 pm at the rock (1 Hour Prior)

Assigned personnel:

CHP & Plumas County Sheriff Dept

Parade Logistics:

Parade will be in eastbound lanes of Main St. There are seven floats, one fire truck, one deputy sheriff, non-marching band, football team, cheerleaders, and the "mule".

Local Cal Trans provide event signs at both ends of town to slow traffic and may place cones down at the double yellows.

The parade route will start at Chester High School. It will continue to main St. via Cross St. The parade will continue down Main St. to Melissa Avenue where they will turn right. They will travel down Gay Street to 1st Avenue to moody Meadow then 1st Street arriving at CHS. (see attached MAP).

Two Parade Cars: (1 CHP and 1 PCS)

Car #2 will be assigned to stop traffic at Aspen St. just south of Cross St. so parade can stop in front of the elementary school for Cheers from Students. Car #1 will stop eastbound traffic on Highway 36, and follow parade to Melissa.

Parade concludes at Melissa Ave, participants will continue on foot to CHS on foot to CHS Football Field or Gym where there will be a community Rally. Parade should last approximately 60 minutes. When the last participants leave Main St to Melissa Avenue, Main Street will be opened.

"Home of the Volcanoes"

Map showing a street network in North Fork, Feather River. The map includes streets such as Main St, Lassen St, Myrtle St, Martin Way, Collins Rd, 1st St, 2nd Ave, 3rd St, 4th Ave, Bridge St, and Pumias St. A thick black line highlights a specific route, likely a fire route, starting from the top left, going south on Main St, then east on Martin Way, then south on Myrtle St, and finally east on a street that runs parallel to Main St. Arrows indicate the direction of travel along this route. Other labels include 'Seneca Hospital', 'Chateau Way', and 'North Fork Feather River'.

North Fork
Feather River



GREGORY J. HAGWOOD
SHERIFF/CORONER
DIRECTOR


Office of the Sheriff

Office of Emergency Services

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

1/c

Memorandum

DATE: August 20, 2018
TO: Honorable Board of Supervisors
FROM: Sheriff Greg Hagwood 
RE: Agenda Items for the meeting of September 4, 2018

It is recommended that the Board:

Authorize Auditor to pay invoice to Caley Electric for services provided without a service contract.

Background and Discussion:

The Sheriff's Office does not have a service agreement with Caley Electric. The work is being completed is the Title III project on Radio Hill.

The Sheriff's Office respectfully requests approval to submit invoice #1567 in the amount of \$1,140.00 received from Caley Electric to the Auditor for payment and authorize the Auditor to pay the invoice submitted without a service contract.

COUNTY OF PLUMAS

STATE OF CALIFORNIA

VENDOR/

CLAIMANT **CALEY ELECTRIC**

VENDOR # _____

ADDRESS **P.O. BOX 30291**

CITY/ST./ZIP **CROMERG, CA**

FUND # **0017G**

ACCOUNT OR CUSTOMER # OR DESCRIPTION	INVOICE NUMBER	CASH ACCOUNT	COUNTY DEPARTMENT	COUNTY ACCOUNT	AMOUNT DOLLARS & CENTS
PLUMAS CO SHERIFF	1567	10100	70331	521900	\$1,140.00

Contract Attached Y/N ____

Sales Tax Journal Attached Y/N ____ # _____

Fixed Asset Form Attached Y/N ____

W/9 Form Attached Y/N ____

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 theretofore paid, and that the amount therein is justly due, and that the same is presented within one year after the last item thereof has accrued.

FIRM NAME _____

8/20/2018

DATE

BY _____

TITLE _____

SIGNATURE OF CLAIMANT/VENDOR

Auditor's Use Only

Vendor #
Audited
Input
Checked
Date Stamp:

DEPARTMENT/DISTRICT APPROVAL:

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.

Claim is thereby approved for the sum of _____ \$1,140.00

Signed _____

Title _____

SHERIFF

For Districts

District _____

If applicable: _____

Second Signature _____

1567

CALEY ELECTRIC

P. O. BOX 30291
CROMBERG, CA 96103
(530 836-1777)
CA License #847715

Job: Plumas County Facility Services	Date: 08/01/2018
Name: Mike Grant	Phone: 514-3268
Address: Radio Hill – Sheriff's office	Chester

INVOICE

	Description	Unit Price	Amount
08-01	Consulted for underground conduit layout for 800 amp service		
	Installed two new 200 amp subfeeds and connected at 800 amp panel		
		Total	\$1,140.

Title III 70331-521900



DEPARTMENT OF FACILITY SERVICES & AIRPORTS

198 ANDY'S WAY, QUINCY, CALIFORNIA 95971-9645

(530) 283-6299 FAX: (530) 283-6103

Kevin Correia
Director

Board Meeting: Sept 4th 2018

To: The Honorable Board of Supervisors

From: Kevin Correia, Director

Subject: Authorize acceptance of Donation and placement of Bench in Chester Park

Background

Proposal: Friends of Margaret (Maggie) Green and Patricia (Patty) Ward would like to place a bench in their memory in the Chester Park.

The bench would be located in the northwest corner of the park between the horseshoe pits and the Feather River. This site was chosen for two reasons, the site is across the river from Maggie Greens House, and can be seen by her family from the porch of the house. Second, the site is also adjacent to a bench which was placed in the park honoring two members of the Elliot family, (John M. Elliot and Pierce John Elliot) Patty's Grandfather and an uncle.

Recommendation

Authorize acceptance of donation of bench to be placed in Chester Park

Request for placement of Bench in Chester Park

Proposal; Friends of Margaret (Maggie) Green and Patricia (Patty) Ward would like to place a bench in their memory in the Chester Park.

The bench would be located in the Northwest corner of the park, between the horseshoe pits and the Feather River. This site was chosen for two reasons. The site is across the river from Maggie Green's house, and can be seen by her family from the porch of the house. The site is also adjacent to a bench which was placed in the park honoring two members of the Elliott family, (John M. Elliot and Pierce John Elliot,) Patty's Grandfather and an uncle.

The bench will be constructed by Ed Bishop, a licensed masonry contractor. It will consist of a concrete slab, 3 1/2 inches thick, 5 feet wide, and 7 feet long. The legs will be concrete, and the seat will consist of a single green stone, approximately 60 inches long, 38 inches wide, and 12 inches thick. There will be no back on the bench, so visitors can look at the river or watch activities in the park.


The families of Maggie and Patty will supply metal plaques with appropriate information.

Cost of the bench will be borne by the families and friends of these two women.

1E

**Plumas County Department
of Child Support Services**
blackford.michelle@Plumas.cse.ca.gov
(530) 283-6117

Memo

To: The Honorable Board of Supervisors
From: Michelle Blackford, Director of Child Support Services 
CC:
Date: August 22, 2018
Re: Authorize the Child Support Services Dept. to Recruit and Fill Vacant 1.0 FTE **Child Support Specialist II or II** Position.

RECOMMENDATION

It is recommended that the Board approve the request of the Child Support Department to recruit and fill the currently vacant, allocated 1.0 FTE **Child Support Specialist I or II** position.

BACKGROUND AND DISCUSSION

The Department's 2018/19 position allocation consists of 4.0 FTE Child Support Specialist III or II or I; or Child Support Specialist Assistant I. Currently, 1.0 of said FTEs is vacant. It has been unfilled since the 2014/2015 budget year.

Currently, 3.0 of the 4.0 above-referenced FTEs are filled. I have received notice from 1.0 FTE Child Support Specialist that she will be leaving to take another county position. That will leave the Department with 2.0 filled positions of the 4.0 allocated. **All** allocated positions are funded. It is my intention to maintain 3.0 filled FTEs and leave one vacant. It is crucial that I begin the recruitment process immediately to achieve adequate staffing to manage our caseload.

The 2018/2019 Child Support Budget supports and includes the all unfilled Specialist positions.

QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY
ALLOCATED FOR FISCAL YEAR 2018-2019.

Child Support Specialist I or II

1. Is this a legitimate business, statutory, or financial justification to fill the position?
Yes. This department has had an unfilled, allocated, and budgeted Child Support Specialist position since August 2014. Our budget has remained stable during the past six years and is anticipated to remain so in the foreseeable future. In addition to caseload needs, one of our Child Support Specialists has provided notice that she will be leaving to take another county position within two to four weeks. If we hire the unfilled position at this time, we will have less workload interruption by having a fully trained Specialist in place.
2. Why is it critical that this position be filled at this time?
Our customer service and caseload needs warrant hiring this position now.
3. How long has this position been vacant?
4 years.
4. Can the department use other wages until the next budget cycle?
That will not be necessary as the unfilled position has been included in the 2018/19 budget.
5. What are staffing levels at other counties for similar departments and/or positions?
Throughout comparable counties, they vary greatly depending on the structure of the office. For counties with a similar budget as ours, the staffing levels closely match Plumas County.
6. What core function will be impacted without filling the position prior to July 1st?
Without a Specialist in place within the next one to two months, our intake and establishment functions will suffer as we will only have 2.0 of the 4.0 allocated Child Support Specialist positions filled when our current Specialist leaves to fill another county position. This will have a direct impact on customer service and child support collections.
7. What negative fiscal impact will the County suffer if the position is not filled prior to July 1st?
None.

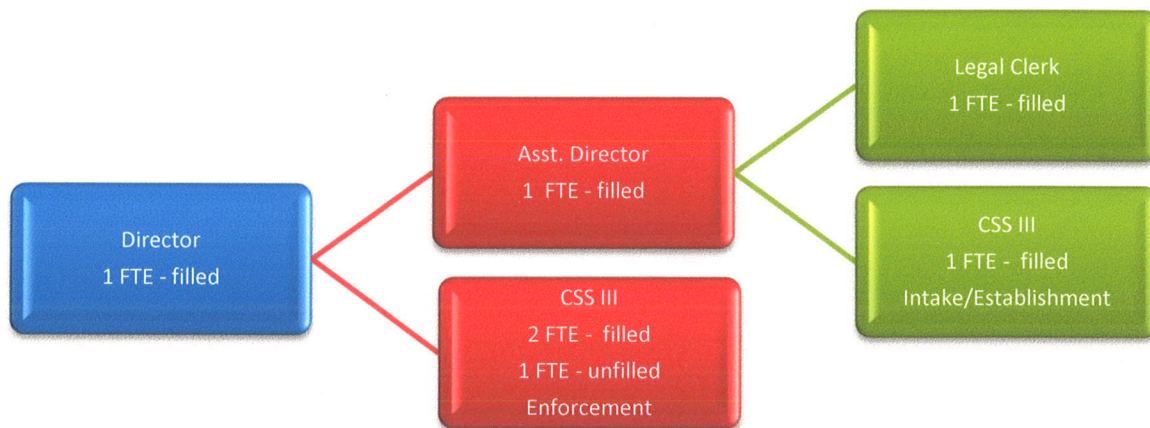
A non -general fund department head need to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding? What impact will this reduction plan have to other County departments?

None.

8. Does the Department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions?
No.

CHILD SUPPORT SERVICES		70280	
Director of Child Support Services	1.000	1.0 Michelle Blackford	
Deputy Child Support Attorney I/II	0.000		
Assistant Director of Child Support Services OR	1.000	1.0 Lisa Tilford	
Community Outreach Coordinator			
Department Fiscal Officer I OR	0.000		
Child Support Accounting Specialist	0.000		
Supervising Child Support Specialist	0.000		
Program Training Compliance Analyst			
Child Support Specialist I/II/III OR	4.000	1.0 Pamela Keller (III) 1.0 Kristy Kratz (III) 1.0 Morgan Leathers (I) 1.0 VACANT	
Child Support Assistant I			
Legal Services Assistant I/II	1.000	1.0 Janet Swirthun	
Administrative Assistant I/II	0.000		
Fiscal and Technical Services Assistant II/III	0.000		
Office Assistant I/II/III	0.000		

2018/2019



PLUMAS COUNTY DCSS 2018/2019 ORGANIZATION CHART

CHILD SUPPORT SPECIALIST I

CHILD SUPPORT SPECIALIST II

CLASSIFICATION DEFINITION

Performs a wide variety of child support duties consisting of maintaining a caseload, locating and interviewing custodial and non-custodial parents and others to elicit factual information for the purpose of establishing child support obligations and enforcing child support laws; arranges for support payments when possible; prepares cases for court hearings as necessary; and performs related work as required.

Child Support Specialist I

Working under close supervision, Child Support Specialist I is the entry/trainee level in the Child Support Specialist series. Employees in this class receive in-service training, and are given detailed instructions in the performance of duties related to child support laws, regulations, and a broad range of child support casework activities. As requisite skills and knowledge are developed, greater independence and the full scope of responsibility are exercised. Employees are expected to promote to Child Support Specialist II after one year of satisfactory performance at the entry/trainee level.

Child Support Specialist II

Working under general supervision, Child Support Specialist II is the journey level in the Child Support Specialist series. Employees at this level are expected to perform a broad range of child support casework from intake to establishment, enforcement, and case closure. Within legal requirements and departmental policies and procedures, incumbents operate with considerable independence and must exercise discretion and judgment in evaluating cases and determining the level of support and the methods of enforcement. Positions in this class are flexibly staffed and are normally filled by advancement from the lower level of Child Support Specialist I, or if filled from the outside, require prior related experience.

Child Support Specialist II differs from the higher class of Child Support Specialist III in that the latter is the advanced journey level, and incumbents act as lead worker or exercise detailed subject knowledge of a specific program area or specialized department system.

TYPICAL DUTIES

Duties for the Child Support Specialist I and II may include, but are not limited to the following:

- Manages a general caseload consisting of child support legal actions and the establishment, enforcement and collection of child support payment obligations based on established guidelines.
- Coordinates appointments for personal interviews with custodial and non-custodial parents, employers, and attorneys.
- Develops and analyzes information for the establishment of paternity.
- Uses a variety of methods, systems and procedures for locating information on custodial and non-custodial parents' assets, income, and liabilities.
- Evaluates income and expense data of custodial and non-custodial parents to determine and recommend child support payment obligations based on established guidelines.
- Responds to general inquiries and explains general child support laws, court orders, rules, regulations, and policies to public and staff.
- Participates in interviews to secure support agreements and to persuade responsible parties to make payments without recourse to legal action.
- Prepares and processes legal documents necessary for the establishment, collection, and enforcement of child support obligations Documents and updates customer information, contact information, case actions/history logs, and records using a state-wide automated system.
- Provides case status information, explains the complaint resolution process, and answers case specific questions for all involved parties ensuring the verbiage used cannot be interpreted as legal advice.
- Applies federal, state, and local codes, procedures, and rules in establishing and processing child support cases.
- Coordinates and/or conducts genetic tests when needed.
- Performs related duties as assigned.

EMPLOYMENT STANDARDS

Note: The level and scope of the knowledge and skills listed below are related to job duties as distinguished between the two levels in the Definition section.

Knowledge of:

- Civil and criminal law, and Federal and California laws and regulations pertaining to the establishment, and enforcement of child support obligations.
- Sources, methods and techniques used to locate non-custodial parents, relatives and related persons, assets, income, and liabilities.
- Techniques and methods for establishing paternity.
- Child Support specific collection methods and techniques.

Merit System Services

- Legal terminology used when explaining legal procedures to customers or the public.
- When and how to prepare and process a variety of child support related legal documents in a clear and concise manner.
- The structure and content of the English language.
- Basic mathematics and business arithmetic, including addition, subtraction, multiplication, division, fractions, percentages, and decimals.

Skill/Ability to:

- Apply specialized Federal child support laws and procedures as they apply to intergovernmental and international cases.
- Explain child support procedures, regulations, and requirements to individuals from a wide variety of educational and cultural backgrounds.
- Use effective interviewing techniques to interview a wide variety of people, over the telephone and in person.
- Use patience, tact and courtesy in firmly dealing with people who may be uncooperative, unreasonable, angry, upset, or hostile.
- Collect DNA samples to establish paternity.
- Use sound independent judgment to analyze factual information, situations, and people.
- Understand financial records such as tax records, income and expense reports, and employer earnings records to determine the amount of child support payment obligations.
- Compile multiple pieces of information clearly and concisely into an organized and understandable written report or oral presentation.
- Organize work and set priorities in order to meet critical deadlines with minimal direction.
- Exercise initiative within the limits of assigned duties.
- Maintain the confidentiality of sensitive or personal information.
- Establish rapport and maintain effective working relationships with coworkers, courts, attorneys, other agencies, and the public.
- Be flexible and supportive of change.
- Ability to prioritize multiple assignments having conflicting deadlines.
- Effectively use computer and other resources to prepare and manage cases.

MINIMUM QUALIFICATIONS (Education and/or Experience)

Child Support Specialist I:

Two (2) years of full-time clerical experience which included interaction with the public;

OR

Merit System Services

One year of full-time experience performing debt collections duties which included interviewing others for the purpose of collecting information;

OR

One year of full-time experience performing duties of a Child Support Assistant I or Office Assistant II in a Child Support Services Department;

OR

Completion of 60 semester or 90 quarter units of college.

Qualifying experience or education may be combined in order to meet the above requirements. When combining education and experience; fifteen (15) semester units or twenty-two (22) quarter units equals six months of experience.

Child Support Specialist II:

One (1) year of full-time experience performing duties of a Child Support Specialist I in a state or local government agency.

SPECIAL REQUIREMENT

Some positions may require possession of special language proficiency as a bona fide qualifications standard. In these cases, candidates must demonstrate that they possess the required skills.

DRIVER LICENSE REQUIREMENT

Some positions in this classification may require possession of a valid California driver's license. Employees who drive on County business to carry out job-related duties must possess a valid California driver's license for the class of vehicle driven and meet automobile insurability requirements of the County. Eligibility for employment for those who do not meet this requirement due to disability will be reviewed on a case-by-case basis by the appointing authority.

History

Established: 6/7/02

Revised: 4/1/14

PLUMAS COUNTY BEHAVIORAL HEALTH

Tony Hobson Ph.D., Director
270 County Hospital Road, Suite 109, Quincy, CA 95971
PH: (530) 283-6307 FAX: (530) 283-6045



MEMO

DATE: August 17, 2018

TO: HONORABLE BOARD OF SUPERVISORS

FROM: Tony Hobson Ph.D., Director 

SUBJECT: Consent Agenda Item September 4, 2018

RE: Approve and authorize Multi-Year Contract for Substance Use Disorder Services for Fiscal Years 2017-2018 through 2019-2020

IT IS RESPECTFULLY RECOMMENDED THE BOARD OF SUPERVISORS:

Approve and sign the Substance Abuse Block Grant Substance Use Disorder Multi -Year Agreement with the Department of Health Care Services for the fiscal year 2017-2018 through fiscal year 2019-2020. This Standard agreement has been approved to form by County Counsel.

BACKGROUND AND DISCUSSION:

Plumas County's Multi-Year Standard Agreement for 2017-2020 Drug Medi-Cal Substance Abuse Block Grant Substance Use Disorder Agreement for services.

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



State of California—Health and Human Services Agency
Department of Health Care Services



EDMUND G. BROWN JR.
GOVERNOR

DATE: July 24, 2018

TO: Plumas County Behavioral Health Department
Contract # 17-94101

SUBJECT: Transmittal of the Multi-Year Contract for Substance Use Disorder Services for
Fiscal Years 2017-18 through 2019-20

Enclosed for signature is the multi-year Contract for Substance Use Disorder (SUD) services for
Fiscal Year (FY) 2017-18 through FY 2019-20.

The Contract must be signed by the Contractor's appropriate designee and returned to the
Department of Health Care Services (DHCS) by close of business September 24, 2018. *Deadline*

The requirements for processing the enclosed multi-year Contract include the following:

- Obtain a resolution, approved board minutes, order, motion, or ordinance from your
County Board of Supervisors, which specifically approves and authorizes execution of
this Contract.
- The individual authorized by the County Board of Supervisors (BOS) must sign five
Standard Agreements (Form STD 213). Please ensure that the printed name, title and
address are correct. If they are not correct, please cross out and replace to the right
side of the name and/or address (ensuring all written information is legible).
- Return the following to DHCS: ****Please do not staple any documents.****
 - One copy of resolution, approved board of minutes, order, motion, or ordinance
(or authority documentation if signed by someone other than BOS).
 - Five original signed STD 213s. Only an original wet signature will be accepted;
signature stamps or seals are **not** an acceptable form of signature.
 - Five copies of each of the following exhibits:
 - Exhibit A – Scope of Work
 - Exhibit A, Attachment I–Program Specifications
 - Exhibit B –Budget Detail and Payment Provisions
 - Exhibit B, Attachment I – Funding Amounts
 - Exhibit D (F) – Special Terms and Conditions
 - Exhibit E – Additional Provisions
 - Exhibit F – Privacy and Information Security Provisions
 - One original signed CCC 04/2017 (Contractor Certification Clauses) - *Director*
 - One original signed California Civil Rights Laws Certification - *Director*

- Send to either:

Regular Mail	Overnight Mail
Department of Health Care Services ATTN: Nancy Shinn SUD Program, Policy and Fiscal Division P.O. Box 997413, MS 2624 Sacramento, CA 95899-7413	Department of Health Care Services ATTN: Nancy Shinn SUD Program, Policy and Fiscal Division 1500 Capitol Avenue, MS 2624 Sacramento, CA 95814

- Please retain a copy of the signed Standard Agreement and the documents, as outlined in the Standard Agreement (copies enclosed), as a temporary record until such time you receive a copy of the executed Contract.

Upon DHCS' receipt of the signed Standard Agreements and authority documentation (including all enclosed exhibits), the Contract will be processed and an original signed copy will be returned for your records with all related contractual documents.

This Contract will be valid and enforceable subject to authorization and appropriation of sufficient funds to DHCS' budget authority. If sufficient authorization and appropriation of funds to DHCS' budget authority is denied, a reduction of funds will be made to your Contract.

We appreciate working with you. If you have any questions, please contact Nancy Shinn at (916) 713-8554.

Sincerely,

Nancy Shinn

Nancy Shinn, AGPA
Program Support and Grants Management Branch
SUD Program, Policy and Fiscal Division

Enclosures:

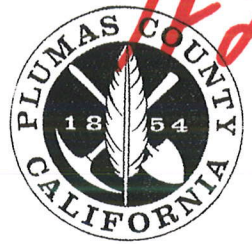
- Standard Agreement (Form STD 213)
- Exhibit A – Scope of Work
- Exhibit A, Attachment I – Program Specifications
- Exhibit B – Budget Detail and Payment Provisions
- Exhibit B, Attachment I – Funding Amounts
- Exhibit D (F) – Special Terms and Conditions
- Exhibit E – Additional Provisions
- Exhibit F – Privacy and Information Security Provisions
- CCC 04/2017 (Contractor Certification Clauses)
- California Civil Rights Laws Certification

PLUMAS COUNTY BEHAVIORAL HEALTH SERVICES

270 County Hospital Road, #109 Quincy, CA 95971

PH (530) 283-6307 FAX (530) 283-6045

Tony Hobson, Ph.D, Director



Date: August 17, 2018

To: The Honorable Board of Supervisors

From: Tony Hobson, Ph.D., Director 

SUBJECT: Agenda Item for September 4, 2018, Board Meeting

RE: APPROVE AND AUTHORIZE THE APPLICATION FOR ONE-TIME FUNDING OF THE HOMELESS MENTALLY ILL OUTREACH AND TREATMENT PROGRAM.

IT IS RESPECTFULLY RECOMMENDED THE BOARD OF SUPERVISORS:

Approve and authorize Resolution #18 for Plumas County Behavioral Health.

BACKGROUND AND DISCUSSION: Resolution #18 allows for Plumas County Behavioral Health to apply via a letter to Department of Health Care Services to participate in the Homeless Mentally Ill Outreach and Treatment allocation for Fiscal Year 2018-2019. This one-time funding opportunity allows Plumas County Behavioral Health to work with those living with severe mental illness who are homeless or at risk of homelessness by providing treatment and outreach engagement.

FINANCIAL IMPACT: There are no General Fund Dollars involved in the matter. Any costs associated with this contract are covered by a combination of Federal and State mental health funds.

RESOLUTION NO. 18-

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF PLUMAS, STATE OF CALIFORNIA AUTHORIZING THE COUNTY TO PARTICIPATE IN THE ONE-TIME HOMELESS MENTALLY ILL OUTREACH AND TREATMENT FUNDING OPPORTUNITY AVAILABLE AS A RESULT OF SB840 (CHAPTER 29, STATUTES OF 2018).

The Plumas County Board of Supervisors Finds:

WHEREAS, California's Governor Edmund G. Brown, Jr. and the California Legislature have recognized the critical need for funding at the local level to combat homelessness;

WHEREAS, The Governor, Legislature, and this County recognize the need for outreach and treatment to those who are living with a severe mental illness who are also homeless or at risk of homelessness, including persons participating in Whole Person Care pilots or who have had recent involvement with the criminal justice system or release from incarceration, as well as other special populations within the county;

WHEREAS, The Governor and Legislature have allocated \$50 million dollars in one-time funding for Fiscal Year 2018-19 to counties and four eligible cities for the Homeless Mentally Ill Outreach and Treatment allocation;

WHEREAS, The Governor and Legislature have directed counties to leverage other available funding for this purpose and prohibited any supplantation of existing funding or services in order to maximize the impact of Homeless Mentally Ill Outreach and Treatment allocation dollars locally;

WHEREAS, The Governor and Legislature require counties that receive Homeless Mentally Ill Outreach and Treatment allocation funding to expend the funding no later than June 30, 2020, and further require counties to report to the Department of Health Care Services the disposition of funds, the services provided, and the number of individuals who received services no later than 90 days after the full expenditure of funding;

WHEREAS, the County of Plumas designates the Director of Behavioral Health, Tony Hobson, as the single point of contact to the Department of Health Care Services for the Homeless Mentally Ill Outreach and Treatment allocation;

WHEREAS, the County of Plumas affirms the county's commitment to combatting homelessness and improving outreach and treatment for those living with severe mental illness in our communities pursuant to the provisions of SB 840 and the receipt of Homeless Mentally Ill Outreach and Treatment funding;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY OF PLUMAS, CALIFORNIA, to authorize the County's participation in the Homeless Mentally Ill Outreach and Treatment allocation in Fiscal Year 2018-19.

Passed and Adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 21st Day of August 2018, by the following vote:

AYES: Supervisors:

NOES: Supervisors:

ABSENT: Supervisors:

Chairperson, Board of Supervisors

ATTEST:

By:

Nancy L. DaForno
Clerk of the Board

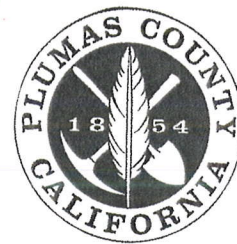
PLUMAS COUNTY BEHAVIORAL HEALTH SERVICES

270 County Hospital Road, #109 Quincy, CA 95971

PH (530) 283-6307 FAX (530) 283-6045

W. Robert Brunson, LMFT, Director

1F3



Date: May 21, 2018

To: The Honorable Board of Supervisors

From: Tony Hobson, Ph.D., Director

SUBJECT: Agenda Item for September 4, 2018, Board Meeting

RE: APPROVE AND AUTHORIZE THE AMENDMENT BETWEEN PLUMAS COUNTY BEHAVIORAL HEALTH AND SKYWAY HOUSE.

IT IS RESPECTFULLY RECOMMENDED THE BOARD OF SUPERVISORS: Approve and execute the FY 2018-2019 amendment between Plumas County Behavioral Health Skyway House.

BACKGROUND AND DISCUSSION: Amendment allows the addition of exhibits C & D.

FINANCIAL IMPACT: There are no General Fund Dollars involved in the matter. Any costs associated with this contract are covered by a combination of Federal and State mental health funds.

PLUMAS COUNTY BEHAVIORAL HEALTH SERVICES

270 County Hospital Road, #109 Quincy, CA 95971

PH (530) 283-6307 FAX (530) 283-6045

Ton Hobson Ph.D., Director

1F4



Date: August 21, 2018

To: The Honorable Board of Supervisors

From: Ton Hobson Ph.D., Director 

SUBJECT: Agenda Item for September 4, 2018, Board Meeting

RE: APPROVE AND AUTHORIZE NEW CONTRACT BETWEEN PLUMAS COUNTY BEHAVIORAL HEALTH AND KINGSVIEW.

IT IS RESPECTFULLY RECOMMENDED THE BOARD OF SUPERVISORS: Approve and execute the FY 2017-2018 contract for Kingsview which has been approved to form by County Counsel. Behavioral Health Director Tony Hobson would like to request BOS chair for authority to sign and allow for the ratification of the contract due to the consulting work which was done prior to execution of the agreement.

BACKGROUND AND DISCUSSION: Cost Report Consulting.

FINANCIAL IMPACT: There are no General Fund Dollars involved in the matter. Any costs associated with this contract are covered by a combination of Federal and State mental health funds.

PLUMAS COUNTY BEHAVIORAL HEALTH SERVICES

270 County Hospital Road, #109 Quincy, CA 95971

PH (530) 283-6307 FAX (530) 283-6045

Tony Hobson, Ph.D, Director

1F5



Date: August 17, 2018, 2018

To: The Honorable Board of Supervisors

From: Tony Hobson, Ph.D., Director

SUBJECT: Agenda Item for September 4, 2018, Board Meeting

RE: APPROVE AND AUTHORIZE NEW CONTRACT BETWEEN MENTAL HEALTH AND NORTH VALLEY BEHAVIORAL HEALTH.

IT IS RESPECTFULLY RECOMMENDED THE BOARD OF SUPERVISORS: Approve and execute the FY 2018-2019 contract for North Valley Behavioral Health for \$100,000.00 which has been approved to form by County Counsel.

BACKGROUND AND DISCUSSION: Provide Mental Health Rehabilitation Services.

FINANCIAL IMPACT: There are no General Fund Dollars involved in the matter. Any costs associated with this contract are covered by a combination of Federal and State mental health funds.

PLUMAS COUNTY BEHAVIORAL HEALTH SERVICES

270 County Hospital Road, #109 Quincy, CA 95971

PH (530) 283-6307 FAX (530) 283-6045

Tony Hobson, Ph.D, Director

1F6



Date: August 21, 2018, 2018

To: The Honorable Board of Supervisors

From: Tony Hobson, Ph.D., Director

SUBJECT: Agenda Item for September 4, 2018, Board Meeting

RE: APPROVE AND AUTHORIZE NEW CONTRACT BETWEEN PLUMAS COUNTY BEHAVIORAL HEALTH AND PROGRESS HOUSE.

IT IS RESPECTFULLY RECOMMENDED THE BOARD OF SUPERVISORS: Approve and execute the FY 2018-2019 contract for Progress House for \$30,000.00 which has been approved to form by County Counsel.

BACKGROUND AND DISCUSSION: Provide Detox and Alcohol and Drug Recovery Services.

FINANCIAL IMPACT: There are no General Fund Dollars involved in the matter. Any costs associated with this contract are covered by a combination of Federal and State mental health funds.

PLUMAS COUNTY BEHAVIORAL HEALTH SERVICES

270 County Hospital Road, #109 Quincy, CA 95971

PH (530) 283-6307 FAX (530) 283-6045

Tony Hobson, Ph.D, Director

1F7



Date: August 21, 2018, 2018

To: The Honorable Board of Supervisors

From: Tony Hobson, Ph.D., Director

SUBJECT: Agenda Item for September 4, 2018, Board Meeting

RE: APPROVE AND AUTHORIZE NEW CONTRACT BETWEEN PLUMAS COUNTY BEHAVIORAL HEALTH AND WILLOW GLEN CARE CENTER.

IT IS RESPECTFULLY RECOMMENDED THE BOARD OF SUPERVISORS: Approve and execute the FY 2018-2019 contract for Willow Glen Care Center for \$300,000.00 which has been approved to form by County Counsel.

BACKGROUND AND DISCUSSION: Provide Mental Health Rehabilitation Services.

FINANCIAL IMPACT: There are no General Fund Dollars involved in the matter. Any costs associated with this contract are covered by a combination of Federal and State mental health funds.

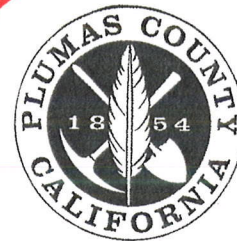
PLUMAS COUNTY BEHAVIORAL HEALTH SERVICES

270 County Hospital Road, #109 Quincy, CA 95971

PH (530) 283-6307 FAX (530) 283-6045

Tony Hobson, Ph.D, Director

1F8



Date: August 21, 2018, 2018

To: The Honorable Board of Supervisors

From: Tony Hobson, Ph.D., Director

SUBJECT: Agenda Item for September 4, 2018, Board Meeting

RE: APPROVE AND AUTHORIZE NEW CONTRACT BETWEEN PLUMAS COUTNY BEHAVIORAL HEALTH AND ARCHWAY RECOVERY SERVICES CENTER.

IT IS RESPECTFULLY RECOMMENDED THE BOARD OF SUPERVISORS: Approve and execute the FY 2018-2019 contract for Archway Recovery Services for \$30,000.00 which has been approved to form by County Counsel.

BACKGROUND AND DISCUSSION: Provide Alcohol and Drug Recovery Services.

FINANCIAL IMPACT: There are no General Fund Dollars involved in the matter. Any costs associated with this contract are covered by a combination of Federal and State mental health funds.

PLUMAS COUNTY BEHAVIORAL HEALTH SERVICES

270 County Hospital Road, #109 Quincy, CA 95971

PHONE (530) 283-6307 FAX (530) 283-6045



Tony Hobson, Ph.D., Director

Date: August 27, 2018

To: Honorable Board of Supervisors

From: Tony Hobson, Behavioral Health Director 

Agenda: Agenda Item for September 4, 2018 BOS Meeting

Item Description: Request the Board of Supervisors to approve and authorize payment to Plumas Crisis Intervention and Resource Center in the amount of \$5,171.23.

Recommendation: It is respectfully requested that the Board of Supervisors approve and authorize payment to Plumas Crisis Intervention and Resource Center (PCIRC) in the amount of \$5,171.23 for the Chester and Greenville Wellness and Family Resource Centers July 2018 operations invoice.

Background and Discussion: Plumas County Behavioral Health provides clinical services and wellness activities at the Chester and Greenville Wellness and Family Resource Centers.

PCIRC continues to pay costs associated with the Wellness and Family Resource Center operations in Chester and Greenville and other associated program costs.

No General Fund monies will be used for this purpose, and it is funded solely using Mental Health Services Act (MHSA) Community Services and Supports monies. These costs have been included in the initial MHSA FY18-19 budget.

Thank you.

Invoice

PCI Resource Center
591 W. Main Street
Quincy, CA 95971
283-5515

Date of Invoice: August 20, 2018

Billed to:

Plumas County Behavioral Health
270 County Hospital Road, Suite #109
Quincy, CA 95971

283-6307

Period	Item	Description	Amounts
7/1/18 – 7/31/18	Wellness Interim	Location Costs for Chester and Greenville Wellness Centers	\$5,171.23
Total			\$5,171.23

Note: Some utility and phone bills covering service in July had 8/1/18 billing dates. We will include them on the August bill.



Plumas County Public Health Agency

Andrew Woodruff, MPH, Director

Mark Satterfield, M.D, Health Officer

270 County Hospital Road, Suite 206, Quincy, CA 95971 • (530) 283-6337 • Fax (530) 283-6425

161

Date: July 30, 2018

To: Honorable Board of Supervisors

From: Andrew Woodruff

Agenda: Consent Item for September 4, 2018

Recommendation:

- a. Approve the attached Resolution to accept Contract Number 18-95301 with the Department of Health Care Services in the amount of \$1,800,000 for providing Medi-Cal Administrative services to Plumas County (Host County) LGA's CMAA and TCM claims and authorize the Director of Public Health to sign as the Board's designee, and
- b. Authorize the Director of Public Health to execute all current Participation Fee Agreements for CMA and TCM claiming.

Background Information: Plumas County Public Health Agency has participated in the Medi-Cal Administrative Activities (MAA) Program for the past several years. This program allows counties, through a system of time studies and cost reports to enhance existing time and activities performed by specific staff relating to administration of Medi-Cal related services. Staff time and activities are enhanced with Federal funds using a formula based on staff classification, organizational structure and duty statements.

Per Section 14132.44(n) of the Welfare and Institutions Code (WIC), as a condition of participation in the MAC/MAA and TCM Federal Claiming programs, each local government agency shall pay an annual participation fee through a mechanism agreed to by the state and local government agencies. In California, this participation occurs through a signed agreement with Plumas County, which in turn has a contract with the State DHCS that authorizes Plumas County, as Host County, to process and pay State invoices for administrative costs incurred and audit activities necessary to ensure compliance with Federal Guidelines.

The goal of the Medi-Cal Administrative Activities Program is to ensure that local assistance is provided to Medi-Cal eligible individuals, and their families in facilitating their receipt of services and activities from the Med-Cal Program.

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

RESOLUTION NO. 18-_____

RESOLUTION TO ACCEPT AGREEMENT NUMBER 18-95301 FROM THE CALIFORNIA DEPARTMENT OF HEALTH CARE SERVICES (DHCS) FOR REIMBURSEMENT FROM PLUMAS COUNTY FOR PROVIDING MEDI-CAL ADMINISTRATIVE SERVICES TO LOCAL GOVERNMENT AGENCY HOST COUNTY.

WHEREAS, PCPHA shall act as the Medi-Cal Administrative Activities Host County for the Local Government Agencies (LGA's) within California; and

WHEREAS, PCPHA will reimburse DHCS for its administrative costs for processing Host County LGA's Medi-Cal Administrative activities claims; and

WHEREAS, DHCS requires a resolution approving the agreement and delegating signature authority to the Director of Public Health.

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

1. Approve Agreement Number 18-95301 from the California Department of Health Care Services beginning July 1, 2018 through June 30, 2019 in the amount of \$1,800,000.00, and
2. Authorize the Director of Public Health to sign the agreement and execute all current Participation Fee Agreements for CMA and TCM claiming.

The forgoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 4th day of September 2018, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Chair, Plumas County Board of Supervisors

Attest:

Clerk, Plumas County Board of Supervisors



Plumas County Public Health Agency

Andrew Woodruff, MPH, Director

Mark Satterfield, M.D., Health Officer

270 County Hospital Road, Suite 206, Quincy, CA 95971 • (530) 283-6337 • Fax (530) 283-6425

162

Date: August 24, 2018
To: Honorable Board of Supervisors
From: Andrew Woodruff
Agenda: Consent Item for September 4, 2018

Recommendation: Approve and direct the Chair to sign Agreement Amendment Numbers MAA2017OPTIMAS-A1 in the amount of \$267,600.00 and MAA2017OPTIMAS-AH-A1 in the amount of \$21,000.00 with Optimas Services, Inc., for FY 2018-2019 for activities of Administrative Hub Roles and Responsibilities for a Random Moment Survey software system and LGA Consultant for the Medi-Cal Administrative Activities (MAA) Program, and ratify agreement effective July 1, 2018.

Background and Discussion: As the Board is aware Plumas County Public Health Agency is the Host Entity for the California Department of Health Care Services (DHCS) Medicaid Administrative Activities and Targeted Case Management programs. In this role, we serve as the fiscal and administrative agent between DHCS and the Local Government Agency (LGA) Consortium's 51 member counties.

One role and responsibility of Host Entity is to administer the LGA Consortium Trust Fund, which includes holding vendor and consultant contracts on behalf of the LGA Consortium. The LGA Consortium Executive Committee, which is the decision-making body of the LGA Consortium, has directed Plumas County, as Host Entity, to enter into agreements with Optimas Services, Inc. for LGA Consultant Services and Administrative Hub services for the Random Moment Time Survey software system.

Financial Impact: There will be no financial impact on the County General Fund, as this contract is fully funded by the Medi-Cal Administrative Activities Program through Public Health.

These Amendments were reviewed and approved by County Counsel, a copy of which is on file with the Clerk of the Board for your review.

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



Plumas County Public Health Agency

Andrew Woodruff, MPH, Director

Mark Satterfield, M.D, Health Officer

270 County Hospital Road, Suite 206, Quincy, CA 95971 • (530) 283-6337 • Fax (530) 283-6425

163

To: Honorable Board of Supervisors

From: Andrew Woodruff, Director
Jimmy LaPlante, Veterans Services Division Director

Agenda: Consent Item for September 4, 2018

Recommendation: Receive and File the 2018 California Annual Report of County Veterans Service Offices and Updates of Plumas County Veterans Services.

Attachment 1 is the 2018 Annual Report and Directory from California Association of County Veteran Service Officers and is provided to show you Veteran Statistics by County. Additionally, this report shows the new or increased benefits obtained by the Plumas County Veteran Service Office (CVSO) as reported in CalVet's Annual Report to the California State Legislature. New awards attributable to the assistance of Plumas CVSO to our veterans for Fiscal year 2016-17 total \$1,152,163 as listed on page 21. Page 21 also reflects a total Veteran population in Plumas County of 1,946. This number is always changing as veterans move in and out of Plumas County. The 2017 BOS update showed Plumas County Veterans Service Office was operating at a utilization rate of 20.1% and now we enjoy a utilization rate of 23.1% (utilization rate is the percent of veterans in the county receiving either compensation or pension benefits from the United States Department of Veteran Affairs). Out of twenty two very small counties Plumas County is one of only nine that have more than a 23% utilization rate. This indicates that Plumas County Veterans Services is above the statewide average and is in the top fifty percent of all very small counties in California.

Attachment 2 is the Annual Mental Health Services Act Report from July 1, 2017 - June 30, 2018. This Report is provided to show the progress of the MHSA Program for the veterans. Plumas County has a new outreach program called Plumas County Veterans Collaboration (see Attachment 3 – Plumas County Veteran's Collaboration Flyer). This group meets twice a month at the Plumas County Veterans Hall in Quincy and at the local Elks Lodge in East Quincy. The working group of Plumas County Veterans Collaboration meets monthly and organizes events/presentations for the second meeting of the month which includes VA and local providers with presentations on veteran's events and benefits. The largest event of this outreach initiative is the Plumas County Veterans Stand Down which is scheduled for September 22, 2018 at the Quincy Fairgrounds (see Attachment 4 – Plumas County Stand Down Flyer.) The Plumas County Veterans Collaborative working group is part of the 20,000 Lives coalition.

Enclosures: Attachment 1 - 2018 Veteran's Annual Report and Directory
Attachment 2 - Annual Mental Health Services Act Report
Attachment 3 - Plumas County Veteran's Collaboration Flyer
Attachment 4 - Plumas County Stand Down Flyer



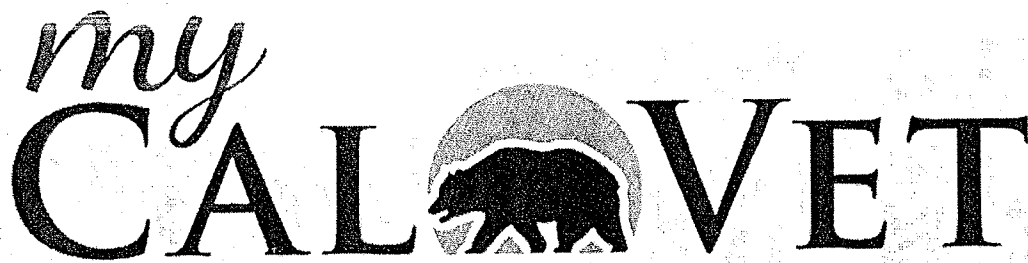


Veterans Helping Veterans

2018 ANNUAL REPORT AND DIRECTORY



**California Association of County
Veterans Service Officers, Inc.**
Professional Veterans Advocates Serving
California's Veterans and their Families



**RECEIVE VETERAN BENEFIT
INFORMATION SPECIFIC TO
YOUR NEEDS!**

Register with myCalVet today!

myCalVet provides Veterans and their families the opportunity to create a customized profile which targets the benefits, resources, and services available in their community and throughout the State.

WWW.CALVET.CA.GOV

OUTGOING PRESIDENT'S MESSAGE FOR 2017

The California Association of County Veterans Service Officers has made great strides in 2017 in helping our veteran population get connected with compensation and pension benefits, as well as medical care, housing and, in some cases, employment. Among our biggest accomplishments was filing claims that generated over \$924 million in new federal benefits to our veterans and their dependents since FY 2015-16. In addition, the driver's license initiative continued to drive veterans into our offices, where our CVSOs helped get them every benefit for which they were eligible and, of course, very deserving — through their military service. And, in response to one of our ongoing challenges — maintaining our high quality of service — the Association initiated a training and mentoring program, where experienced CVSOs mentor newer hires and provide ongoing information. We can look forward to even more progress next year, with Scott Holwell from King's County taking over as Association President. Best of luck to him and the entire 2018 leadership team.

Ted Puntillo, President, CACVSO (February 2016 — February 2018)
Solano County CVSO

INCOMING PRESIDENT'S MESSAGE

It is a true honor and privilege to be assuming the watch as President of the CACVSO in February 2018. I am humbled to be surrounded by the high-caliber veterans service professionals of CACVSO, CalVet and our numerous other partners — with whom we share the sacred duty of serving California's 1.7 million veterans. I look forward to continued, successful collaboration with CalVet, the National Association of County Veterans Service Officers (NACVSO), the California State Commanders Veterans Council (CSCVC), as well as the various veterans service organizations and veterans they represent. I am also blessed to continue working with Jack Kirwan on state law and regulatory issues, and our new legislative advocate, Seth Reeb. I am also excited to have Nathan Johnson from Contra Costa County and Ruth Wong from Los Angeles County as part of our leadership triad. I am committed to improving the quality of life for our veterans, through providing continued professional services, new-CVSO training/mentoring opportunities and strong legislative advocacy. Thank you to Ted Puntillo for your leadership and experience, and a special salute to our recently-retired, long-time legislative advocate, Pete Conaty.

Scott Holwell, President (February 2018 — February 2019)
California Association of County Veterans Service Officers

WHAT IS THE CALIFORNIA ASSOCIATION OF COUNTY VETERANS SERVICE OFFICERS?

The California Association of County Veterans Service Officers (CACVSO) oversees and directs the activities of their individual County Veterans Service Offices (CVSOs) — in 56 of California's 58 counties — where veterans and their families receive free United States Department of Veterans Affairs (USDVA) claims assistance for federal benefits, and information and referral to local, state and federal programs.

The CACVSO:

- ★ provides members of the Association and their staff with a collaborative network of resources, information and ideas — especially in the sharing of information on the many difficult federal claims issues,
- ★ provides training and education to CVSOs and their employees,
- ★ promotes the mission of CVSOs throughout the state, and
- ★ promotes the welfare and rights of veterans statewide through legislative advocacy.

The CACVSO provides members of the Association and their staff with a collaborative network of resources, information and ideas — especially in the sharing of information on the many difficult federal claims issues.

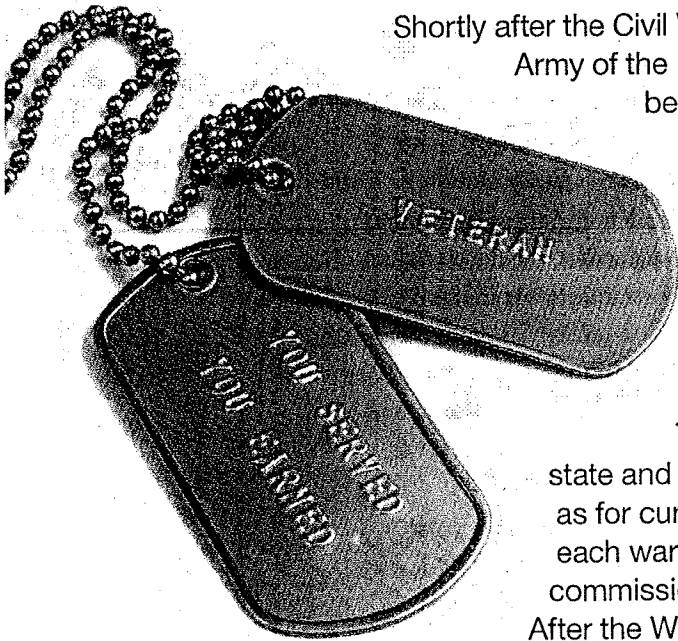
THE HISTORY OF COUNTY VETERANS SERVICE OFFICERS

Shortly after the Civil War, veterans began to organize by forming the Grand Army of the Republic (GAR), which advocated for government benefits for their comrades who were physically or mentally injured as a result of their wartime service.

Since then, other veterans' service organizations were formed after each of America's wars, such as the American Legion, AMVETS, Veterans of Foreign Wars, Vietnam Veterans of America, and the Iraq and Afghanistan Veterans of America, as well as others.

These veterans' service organizations advocate at the state and county level to help veterans and their families, as well as for current active duty and reserve military members. After each war, more states and counties responded by establishing commissions, boards and committees to assist their veterans.

After the WWI, some states established a system known as County Veterans Service Officers (CVSO). The CVSO system is the most widely used model by states to deliver services and to assist veterans in obtaining federal and state benefits.



The first CVSO in California was established in Stanislaus County in 1924, followed by the counties of San Bernardino (1926), Riverside (1930), Ventura (1931) and San Diego (1933), to serve California's mostly World War I veterans, as well as veterans from the Spanish-American War.

With the end of World War II, practically every county in California established a county veterans service office. This led to the formation of the CACVSO in 1945. The CACVSO celebrated its 70th anniversary in 2015.

State law does not mandate that counties establish county veterans service officers. Counties have done so to help their veterans and they fund 82% of the cost, even with the increased funding.

The CVSO system is the most widely used model by states to deliver services and to assist veterans in obtaining federal and state benefits.

NATIONAL ASSOCIATION OF COUNTY VETERANS SERVICE OFFICERS

In September 1989, the CACVSO became a founding member of the National Association of County Veterans Service Officers (NACVSO), along with CVSOs from seven other states. The NACVSO is a 2,400-member association, which includes 28 states and one Tribal Nation.



Ventura County Veterans Service staff.



CALIFORNIA ASSOCIATION OF COUNTY VETERANS SERVICE OFFICERS

FOR IMMEDIATE RELEASE January 26, 2018

CONTACT:

TOM SPLITGERBER
CACVSO EXECUTIVE DIRECTOR
(619) 209-0558 TSPLITGERBER@SAN.RR.COM

SETH REEB, GOVERNMENTAL ADVOCATE
REEB GOVERNMENT RELATIONS, LLC
(916) 492-0550 SETHREEB@COMCAST.NET

COUNTY VETERANS SERVICE OFFICERS BRING IN OVER \$436 MILLION IN NEW FEDERAL VETERANS BENEFITS TO CALIFORNIA!

The California Association of County Veterans Service Officers (CACVSO) announced today that during fiscal year 2016-17, they assisted California's veterans in filing claims with the federal government which resulted in a minimum of \$436,488,924 according to recently released figures from CalVet (California Department of Veterans Affairs).

According to CACVSO President Ted Puntillo "It is important to note that of the \$436 million in new federal benefits awarded to California veterans last year, over \$265 million of that will be paid out annually to the qualifying veterans for the rest of their lives."

Many of California's 1.7 million veterans are eligible for benefits from the United States Department of Veterans Affairs (VA). However, determining which benefits and programs they may be eligible for, as well as applying and qualifying for these benefits is very complicated. CVSO's are county employees whose job is to assist veterans in obtaining their earned federal benefits. The services CVSO's provide are free to veterans and their families. The majority of CVSO funding is provided by the counties (82%); while the remainder comes from the state's General Fund (13%) and various state budgetary pass-throughs from other funds (5%).

Local governments and the State of California have long realized that assisting veterans in obtaining the federal benefits they earned as a result of their military service reduces the pressures on already impacted local and state social service programs. Also, since these federal veterans benefits go directly from the VA to the veteran, these new federal monies are also a boost to the local economies, as well as helping veterans.

The current cost of operating the CVSO's is approximately \$41.3 million. CVSO's are responsible for bringing in over \$436 million in new federal monies for California's veterans. Therefore, CVSO's by guiding the state's veterans to the appropriate federal benefits, are saving the state money by lessening cost pressures on state and local programs, and getting over a 10-fold return on investment. This does not take into account the economic multiplier effect of an added \$436 million in federal monies going into local economies, as the veterans who are the direct beneficiaries of these monetary benefits, spend it in on everyday items such as rent, food, and medicine.

Beginning in late 2015 California veterans were to apply to the DMV for a "VETERAN" designation on the their driver's license. To qualify for this designation, it is required that the veteran visit a CVSO to verify their veteran status. This visit also allows the CVSO to ascertain if the veteran is eligible for any federal benefits. In the last 26 months, over 64,000 veterans seeking the designation made appointments with their CVSO. Upon review of their military records it was found that many of the veterans were eligible for annual benefit payments (\$31 million) and some were eligible for retroactive benefits (\$17 million). "This shows that there is a large number of veterans out there who are not aware that they may be eligible for these benefits and it is our goal to reach as many of them as possible and assist them," noted Scott Holwell, incoming CACVSO President for 2018.

ABOUT THE CACVSO:

The California Association of County Veterans Service Officers (CACVSO) is a professional training and legislative organization comprising the 56 counties, which have established 54 County Veterans Service Officers throughout the state, dedicated to serving California's 1.7 million veterans as well as their dependents and survivors. More information about the CACVSO can be accessed at: <http://www.cacvso.org/>.

The CACVSO 2018 Annual Report can be accessed at: <http://www.cacvso.org/wp-content/uploads/2014/09/CVSO-2017-Annual-Report.pdf>

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WHAT CVSOS DO FOR CALIFORNIA VETERANS AND THEIR FAMILIES

While California's County Veterans Service Officers (CVSOs) bring a great deal of additional federal funding to the state every year, pure numbers can't quantify the value of what we do. There is a real human value to the services we provide, which is seen and felt by the California veterans and families we help. Here are some of their stories:

CVSO partners with police to help homeless veteran

Due to physical or psychological disabilities or lack of transportation, veterans can't always make it to a CVSO office. To help overcome some of these barriers, the Stanislaus CVSO, in partnership with the Modesto Police Department's Homeless Engagement and Response Team, has been able to assist homeless veterans access their benefits. Veterans Service Representative Jose Garcia helped a veteran file for his veteran's pension. Because the veteran had no mailing address, Jose arranged for all VA correspondence to the veteran to be sent to his office so that he could track his claim and upcoming appointments. The veteran now receives an ongoing monthly monetary benefit from the VA. (Stanislaus County)

Military Reservists Program improves reservist and employer relations

The Los Angeles County Department of Military and Veterans Affairs (DMVA) has a Military Reservists Program, which benefits and protects reservists working for LA County. The federal policies and laws that protect reservists when they take time from their jobs to train, drill, and serve with one of the military's reserve components are known as the Uniformed Service Employment and Reemployment Rights Act (USERRA). These laws can be confusing and complex for both the reservist and the employer. LA County, as one of the largest counties in the nation, has tasked DMVA employee Dimitri de Silva as military leave coordinator to educate and advocate on behalf of county employees who are reservists. He serves as the liaison between reservists and their respective departments to ensure that not only are reservists educated in county, state, and federal laws, but that LA's county departments are properly implementing these policies. To date, the DMVA has educated over 800 reservists on USERRA and county benefits, as well as resolved 780 cases. For his work, Mr. de Silva was presented with the Patriotic Employer Award by the Department of Defense's Employment Support of the Guard and Reserve program. (Los Angeles County)



CVSO assists veteran's appeal to VA on benefits decision

A veteran in Santa Clara County received a decision from the VA regarding their request for benefits, which the veteran felt was incorrect. The veteran himself filed a Notice of Disagreement (NOD) with the VA with no supporting documentation. As a result, the NOD had been stagnant since early 2015. The CVSO staff met with the veteran and his spouse and gathered all of the needed documentation and evidence. They provided them with the correct paperwork, developed an explanation and timeline, requested the NOD be expedited, and re-submitted it to the VA. Four months later, the veteran received a full grant of benefits with a retroactive payment of over \$402,000 and a monthly payment rate of over \$7,500. (Santa Clara County)

Helping veterans break the cycle of recidivism

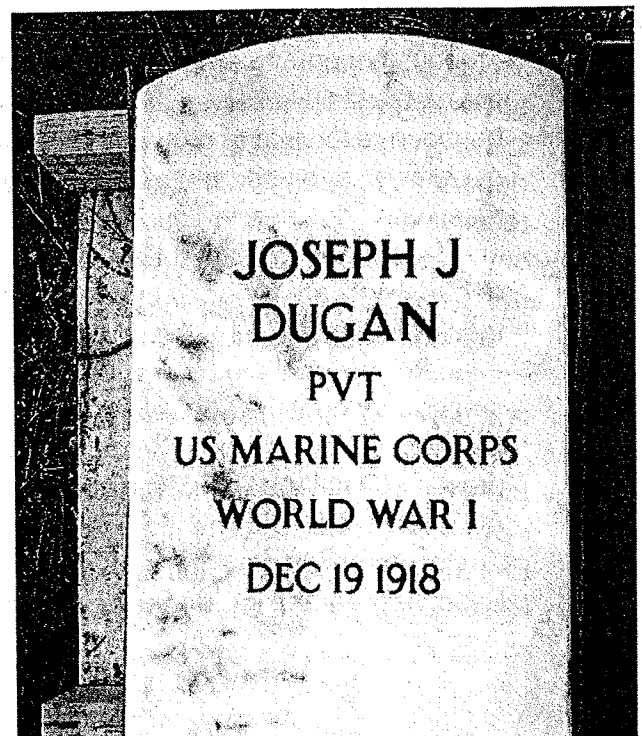
In partnership with the local Community Corrections Partnership, the Kern County CVSO office was granted \$120,000 for a pilot program that transfers responsibility for supervising certain parolees from state parole agents to county probation officers. The program funding allows the CVSO office to perform outreach to incarcerated veterans in the County Jail. Veteran Service Manager Josh Dhanens and his staff were instrumental in implementing the program, and worked with the Probation Department and Kern County Behavioral and Recovery Services to connect veterans who came into the justice system with the resources and claims assistance they may be eligible for by virtue of their service. The goal is to break the cycle of recidivism for incarcerated veterans. (Kern County)

Property tax relief for veteran's widow

A 92-year-old surviving spouse of a veteran whose husband's death was service connected did not know that she could get her property taxes modified due to her husband's service. The CVSO assisted her with applying for the benefit and her tax bill was reduced from \$900 to \$100. The widow also received an \$8,000 credit for the back taxes she had overpaid. (Placer County)

World War I veteran receives final benefit after 99 years

At an American Legion Post 439 meeting, Post Commander Dennis Cook learned that there was a World War I veteran with an unmarked grave at a cemetery in Truckee. Endeavoring to get the veteran a military headstone, he partnered with Chaun Mortier of the Truckee Donner Historical Society and the Nevada County CVSO office to gather the muster roles and the obituary from the newspaper, which stated he received an honorable discharge from the Marines. Joseph Dugan was discharged in 1918 after serving for four years. Shortly after



his discharge, he died of pneumonia and since he had no known relatives, was buried in an unmarked grave. The CVSO submitted the claim in November and the cemetery took possession of Mr. Dugan's military headstone in December. There will be a formal military graveside ceremony in 2018, almost 100 years after his passing. This is a great example of the close relationship between CVSOs, veterans service organizations, and the community, all working together to help veterans. (Nevada County)

Veteran visits CVSO to verify discharge status and receives benefits for Agent Orange exposure

A veteran visited the Solano CVSO office to be verified of his veteran status for purposes of obtaining the veteran designation on the driver's license. Upon seeing the veteran's DD-214 discharge document, the CVSO noticed he was an Army Vietnam veteran and asked him if he had diabetes or heart problems. The veteran replied that he did have diabetes and had a 5-way bypass for ischemic heart disease. The CVSO knew that these conditions were presumed by the VA to be caused by Agent Orange exposure from service in Vietnam. The CVSO filed a claim and the veteran who had previously been living on \$1,250 a month from Social Security now receives \$3,200 a month from the VA. The veteran also received a \$22,000 retroactive payment. Prior to applying for his veteran designation on his driver's license, he did not know about the benefits for which he was eligible. (Solano County)



Amador county veterans celebrate new road sign on Highway 49. From left to right: Terry Sanders, Amador CVSO, USN Ret.; George Tyler, US Air Force, Vietnam Veteran; Shannon Scott, Purple Heart Recipient, USMC, Vietnam; Sidney Scott, son of Shannon, US Army 2 deployments to Afghanistan.

Working with CVSO, homeless veteran qualifies for permanent rental assistance

To prove status as a veteran, a Department of Defense form DD-214 discharge document is needed. This verification of service is required for many benefits, including the veteran designation on a driver's license, VA housing loans, health benefits, and other compensation from federal, state, and local programs. Each county offers veterans a place to record, store, and retrieve a certified copy of their DD-214 document free of charge, however many veterans are not aware of this service. The Contra Costa County CVSO office partners with the Clerk-Recorder, Assessor, Tax Collector, and Human Resources offices to put on "Operation Documentation" to assist veterans with this process. This event is well attended and in the process of recording these documents, veterans are made aware of any benefits that they may be made eligible for. As a result of this awareness, the CVSO office experienced its second busiest day in its history. Over 93 veterans and their families were assisted. (Contra Costa County)

WHY USE PUBLIC FUNDS TO SUPPORT CVSO OPERATIONS?

- Formal studies prove veterans receive more benefits and larger awards by using professional Veterans Service Representatives (i.e. CVSOs) than if they file individually or with a non-professional.
- Unlike other federal benefits, veteran benefits are extremely individualized — entirely dependent on that individual's service experience — CVSOs have the experience to draw out the nuances in that individual's experience to validate the claim.
- Through direct involvement in programs such as veteran treatment courts, MediCal cost avoidance and homeless Stand Downs, CVSOs reduce state costs by connecting veterans to alternative services.
- CVSOs know local services and how to access those services — they can get a homeless vet a bed, tonight, in a shelter just down the street; or a stressed out vet into mental health services, locally, right now, not in a couple of weeks.
- The CVSO model epitomizes Governor Brown's belief that governmental activities should be as local as possible.
- For every dollar of state general fund support provided in fiscal year 2016-17, the CVSO community brought in \$78 in new federal benefits.
- The CVSO sits across the table from the veteran — eyeball to eyeball — and the veteran recognizes the simpatico relationship and is able to openly discuss their case, allowing the CVSO to present a fully developed claim.
- The veteran has a real person to hold responsible for the claims process — not some anonymous voice at the other end of a 1-800 call.

The veteran has a real person to hold responsible for the claims process — not some anonymous voice at the other end of a 1-800 call.

Assemblyman James Gallagher (R-Yuba City) (at podium), Assistant Colusa County CVSO Don Parsons, and local veterans attend the Purple Heart Trail dedication in Colusa County. Photo taken by Richard Lau USAF (Ret.)



THE CALIFORNIA MODEL FOR VETERANS SERVICES

The California model for providing veteran services (i.e. the processes that connect veterans to benefits and services they have earned) is similar to many other states with a close partnership between state and county governments through the auspices of CalVet and the many County Veterans Service Offices (CVSO) statewide. Collectively, the CVSO, through claims initiation and development, and CalVet, through claims development and representation, provide assistance to veterans and their dependents in preparing and submitting claims and in representing claimants before the federal, state and local agencies providing veterans benefits.

The California CVSO model epitomizes Governor Brown's often espoused belief in the principle of subsidiarity — the principle that government should do only what individuals and private organizations cannot do, and that governmental activities should be as local as possible.

This critical relationship with CVSOs ensures that veterans have the best opportunity to receive all earned benefits and facilitates access to services.

While the state directly supports services in United States Department of Veteran Affairs (USDVA) regional benefit offices, the CVSOs provide the underlying network that facilitates the direct support of the individual veteran or family member. CVSOs provide the local expertise for initiating claims, connecting veterans to services and generally assisting veterans, veteran dependents and survivors. They do this across the entire spectrum of federal, state and local benefits, including compensation and pension, vocational rehabilitation, medical services, veterans treatment courts, legal services, education, training, mental health services, and public assistance. CVSOs originate claims for all USDVA recognized organizations, as well as for CalVet. CVSOs are the key component in any state or federal effort to interface with the individual veteran and their family.

This model has widespread success nationwide, with twenty-eight of the fifty states using the CVSO model to assist veterans and their families in obtaining USDVA

This critical relationship with CVSOs ensures that veterans have the best opportunity to receive all earned benefits and facilitates access to services.

CVSOs are the key component in any state or federal effort to interface with the individual veteran and their family.

benefits (as well as state benefits). The other states either use state employees, a combination of state employees and CVSOs (Texas), or contract with veterans service organizations to deliver services to their veterans.

California Veterans by the Numbers

By County as of September 30, 2016

California Veterans by Age Group

Ages 80+	262,000
Ages 70 – 79	358,000
Ages 60 – 69	384,000
Ages 50 – 59	270,000
Ages 40 – 49	199,000
Ages 30 – 39	188,000
Ages < 30	96,000

California Veterans by Era

Gulf War-Post 9/11 2001 to Present	363,000
Gulf War-Pre 9/11 1990 – 2001	218,000
Vietnam Era 1961 – 1975	584,000
Korean Conflict 1950 – 1955	143,000
World War II 1941 – 1946	65,000
Peacetime Only*	433,000

*Includes Pre-WWII, between WWII & Korea, between Korea & Vietnam, between Vietnam & Gulf War

Veteran Population

50,001 – 300,00
25,001 – 50,000
15,001 – 25,000
7,501 – 15,000
2,501 – 7,500
0 – 2,500

California Veterans by Gender

Male	1,592,000
Female	163,000

California Veterans by Race/Ethnicity

White alone	1,325,000
Black or African American alone	168,000
American Indian & Alaska Native alone	20,000
Asian alone	103,000
Native Hawaiian & Other Pacific ...	8,000
Some other race alone	73,000
Two or more races	59,000
Hispanic or Latino (of any race)	296,000
White alone, not Hispanic or Latino	1,133,000

Source: USDVA
VetPoP2014 estimated as
of September 30, 2016



STATE OF CALIFORNIA
DEPARTMENT OF VETERANS AFFAIRS
1227 O STREET, SUITE 300 | SACRAMENTO, CALIFORNIA 95814

THE SECRETARY

For the past two years, I have had the tremendous honor of leading the State agency that is responsible for ensuring that California's 1.7 million veterans have access to the benefits they have earned through their service – whether that means helping with education benefits, job training, starting a business, buying a home or transitioning back to civilian life. At CalVet, we aim to be of service to all veterans, regardless of their age, gender, or period of service. But we do not do this work alone.

County Veterans Service Officers (CVSOs) play a vital role in serving California's large and diverse veteran population, helping to link them to the resources they need. This past year, our CVSOs mobilized to take their services straight to the front lines. As multiple wildfires devastated communities throughout our state – from Santa Rosa and Napa to Ventura, Santa Barbara and Los Angeles – our CVSOs stood ready to assist veterans. They traveled to evacuation sites and local assistance centers to help veterans who were affected by the fires, providing assistance with filing claims and helping to replace service-related and benefit documents.

CVSOs also partnered with CalVet and the DMV to help veterans apply for a veteran designation on their driver licenses. More importantly, during this process, many veterans learned about other services available to them and 18,000 of them applied for additional benefits. Since November 2015, 64,000 veterans have applied for the veteran designation. An additional \$17 million dollars in benefits has been awarded retroactively and \$31 million will be received by veterans statewide annually.

This strong partnership between CalVet and our CVSOs is a shining example of what we can accomplish when different levels of government work together. We share an important mission and I know you are thoroughly committed to working with us to improve the lives of California veterans and their families. The entire CalVet team and I greatly appreciate your ideas and your steadfast support.

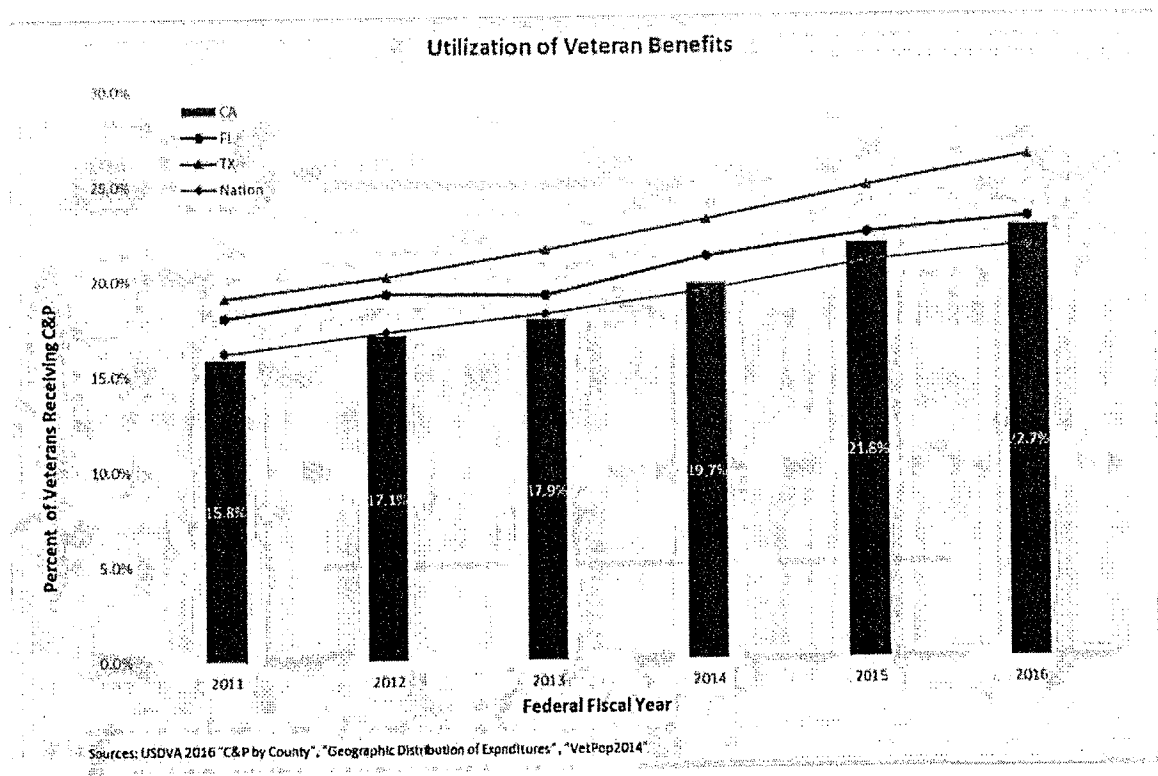
Thank you for everything you do.

A handwritten signature in black ink, reading "Vito Imbasciani MD".

Vito Imbasciani MD
Secretary

CALIFORNIA'S UTILIZATION OF VETERAN BENEFITS

California's utilization of the primary monetary veterans benefits (compensation and pension), has historically lagged behind the nation as a whole and more dramatically behind similar sized states. The end result is that some of California's veterans are not receiving benefits they earned through their service. Additionally, there is a significant loss of economic impact to the state by failing to bring these federal dollars into the economy.



Finding solutions to this underutilization issue has been the subject of extensive study by CalVet¹, the Bureau of State Audits² and others³. The solution condenses down to whether there are enough professional Veterans Service Representatives available to assist veterans in filing benefit claims. In California, those professional Veterans Service Representatives are primarily found on the CVSO staffs, and there are simply not enough available to serve the needs of California's veterans.

In 2007, CalVet recommended several strategies to correct the underutilization, including "... providing resources in support of additional full-time professional service representative staff with a focus on areas with large veteran populations and lower than average benefit participation rates."

Beginning in FY 13-14 subvention funding was increased from \$2.6 million to \$5.6 million in a one-time augmentation. Again in FY 14-15, the same one-time

augmentation was fought for and secured by the CACVSO. Finally, in FY 15-16, the \$5.6 million subvention level was made permanent via the Governor's budget. Many counties used this increase to add additional staff; performance metrics gathered when this funding was first authorized showed a direct correlation between those new hires and increased monetary benefits. But even with these new hires, California still does not field enough professional Veterans Service Representatives to meet the demand.

What is the end result of this understaffing? A comparison of California benefit utilization rates to Florida's and Texas' rates shows that they significantly outperform California. As discussed earlier, this is because they field more Veterans Service Representatives, as a ratio of veterans served, than does California.

The end result is that up to \$1.2 Billion in federal funding is lost annually, impacting over 64,000 veterans and their families.

	Veteran Population	C&P Beneficiaries	C&P Utilization Rate	C&P Dollars
California	1,755,680	398,140	22.7%	\$7,252,271,000
Florida	1,533,306	354,442	23.1%	\$6,288,593,000
Texas	1,670,186	440,084	26.3%	\$8,433,064,000
Nationwide	21,368,156	4,072,841	19.1%	\$84,028,287,000

Source: CalVet Report "Monetary Benefits Attributable to the Assistance Of County Veterans Service Offices Fiscal Year 2016-17" dated October 1, 2017, pg iv

If California were to undertake additional funding increases targeted specifically to increase CVSO staffing, it too could realize benefit utilization rates similar to Texas and Florida. While connecting veterans to the benefits they have earned should be the primary motivator, adding approximately \$1.2 billion dollars annually to the economy further justifies the use of general fund monies to support CVSO staffing increases. Those new benefits are ongoing year-after-year, and circulate through the local economy multiple times, bringing payback through state and local taxes. It would be money well spent.

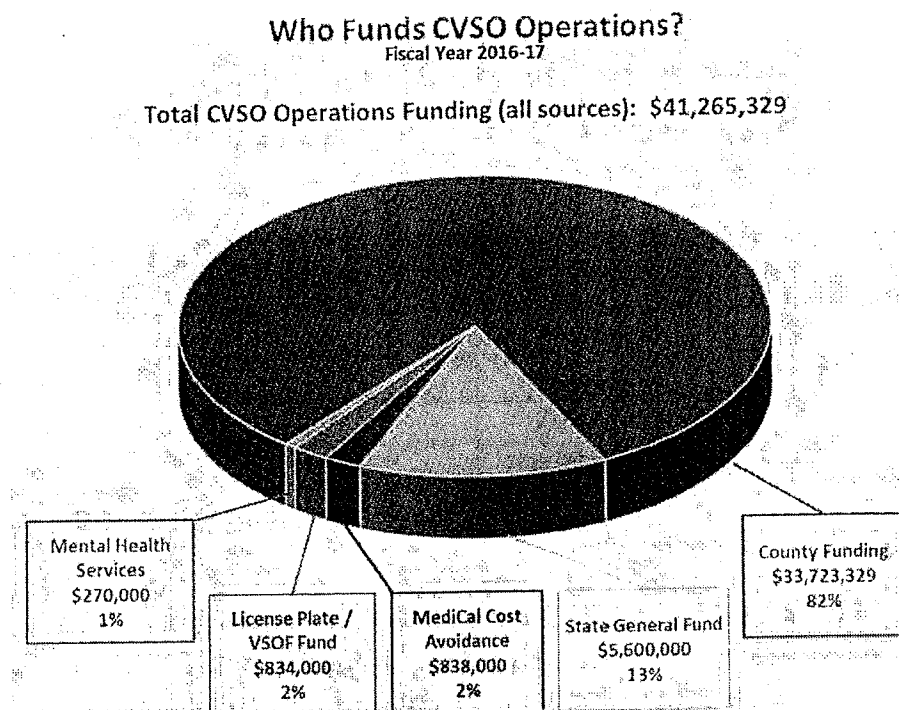
1 "Strategies to Improve California's Utilization of Veteran Benefits," report to the California State Legislature, March 15, 2007

2 "California Department of Veterans Affairs: Although It Has Begun to Increase Its Outreach Efforts and to Coordinate With Other Entities, It Needs to Improve Its Strategic Planning Process, and Its CalVet Home Loan Program Is Not Designed to Address the Housing Needs of Some Veterans," October 2009, Bureau of State Audits Report 2009-108

3 Clark, Clayton A. "State Demographic and Veteran Disability." Harvard University, June 2004, p. 50.

CVSO FUNDING — The State's Contribution is Falling Further Behind

The cost of maintaining a CVSO is primarily a county general fund expense; however, counties with an established CVSO receive some state funds to supplement county funding. It is important to emphasize that while state general funds and federal pass-through funds distributed by CalVet assist counties in maintaining their CVSOs, the primary cost of the CVSO program statewide is a county-borne expense, as opposed to a state expense, as is illustrated in the chart below. Funds received by CVSOs are subject to both internal county audits and regular audits by the CalVet in accordance with the California Code of Regulations.



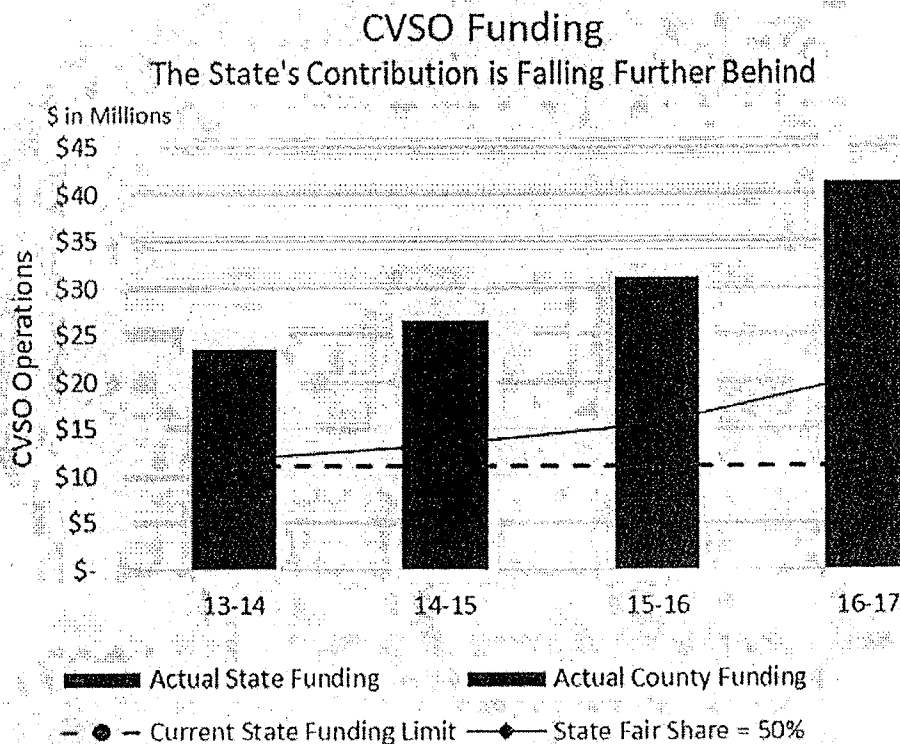
Sources: Fiscal Year 2016-17 Net County Costs as reported by Counties
Prior Year Actual Expenditures by Program as reported in Governor's Budget
for Fiscal Year 2018-19

While every funding dollar is gratefully accepted and well spent by the counties, increased state funding could afford CVSOs the ability to accomplish so much more. In 2012, the Legislature put into statute its intention to equally share in the funding of CVSO operations, and set an \$11 million limit (which was 50% at that point in time). Yet, even with the recent increases in their share of funding, the state is still not meeting its goal to fund CVSO operations at either of those levels and, in fact, is falling further and further behind the goal of funding 50% of CVSO operations. The counties,

whose leadership clearly sees the increasing demand for veteran services, continue to raise their level of funding and the state falls further and further behind.

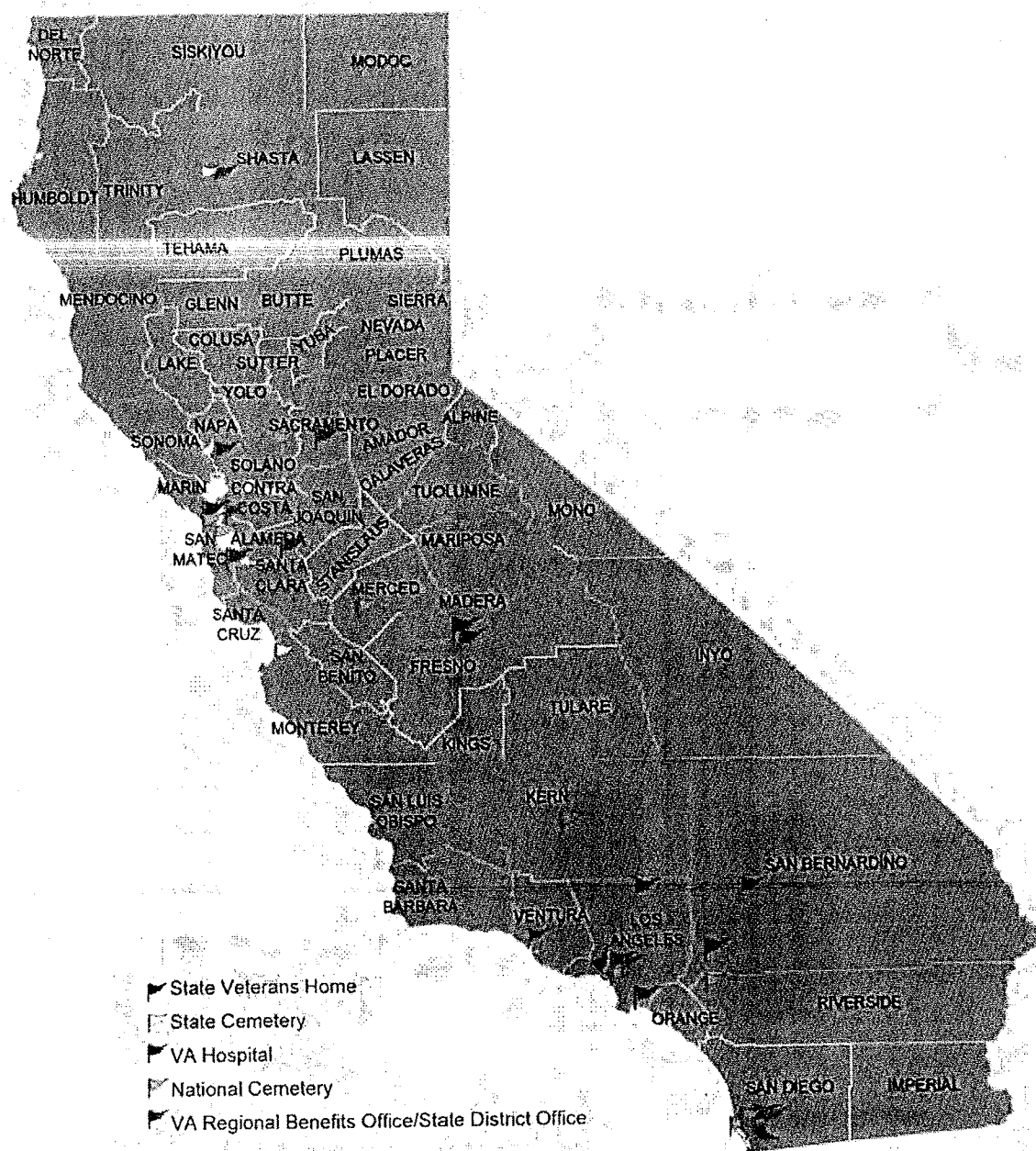
Without state matching funds, the CVSOs are only able to meet a portion of the total demand for assisting veterans in obtaining the benefits they earned. In the critical monetary benefits of compensation and pension, we estimate that up to \$1.2 billion in federal funds are lost annually, impacting over 64,000 veterans and their families.

"The Legislature further finds and declares that it is an efficient and reasonable use of state funds to increase the annual budget for county veterans service officers in an amount not to exceed eleven million dollars ..."

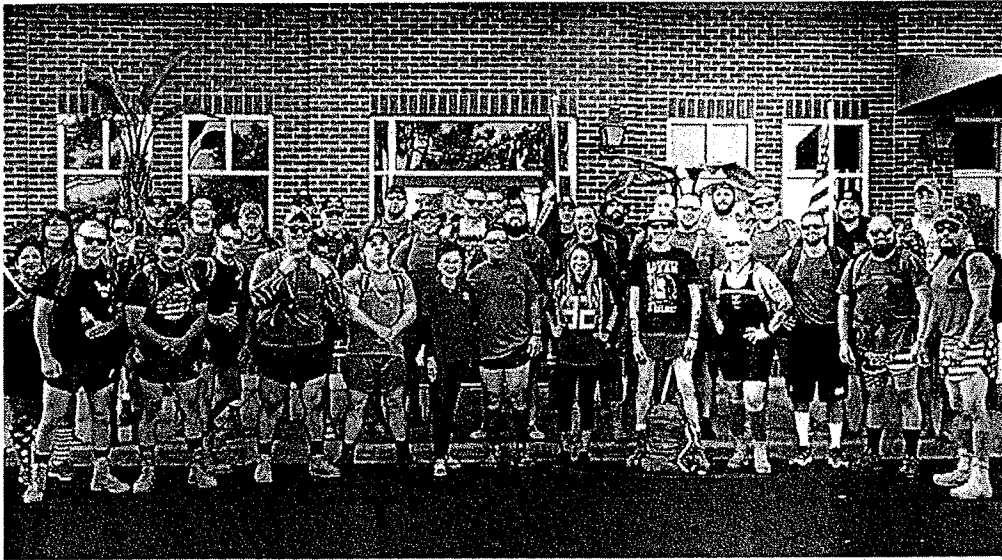


Sources: Net County Costs as reported by Counties for Fiscal Years 2013-14, 2014-15, 2015-16 and 2016-17
 Prior Year Actual Expenditures by Program as reported in the Governor's Budgets for Fiscal Years 2015-16, 2016-17, 2017-18 and 2018-19

MAJOR VETERAN FACILITIES IN CALIFORNIA



CVSOs IN THE COMMUNITY



Kern County Veterans Service Representative Eric Hansen (second from right, front row) and Bakersfield Mayor Karen Goh (center front) with participants of the 3rd Marine Corps "Silkies" Hike, which brings awareness to veteran suicide.



Army Reserve Honor Guard raises POW/ MIA and U.S. flags during a Memorial Day ceremony at the Santa Clara County Veterans Service Office.



Kern County CVSO staff members Christina Hang and Kevyn Tinoco volunteered to serve as Guardians for 53 Vietnam Veterans for an Honor Flight trip to the veterans memorials in Washington, DC. While the trip is free to veterans, the Guardians pay \$1,200 each for the privilege.

VETERAN STATISTICS BY COUNTY

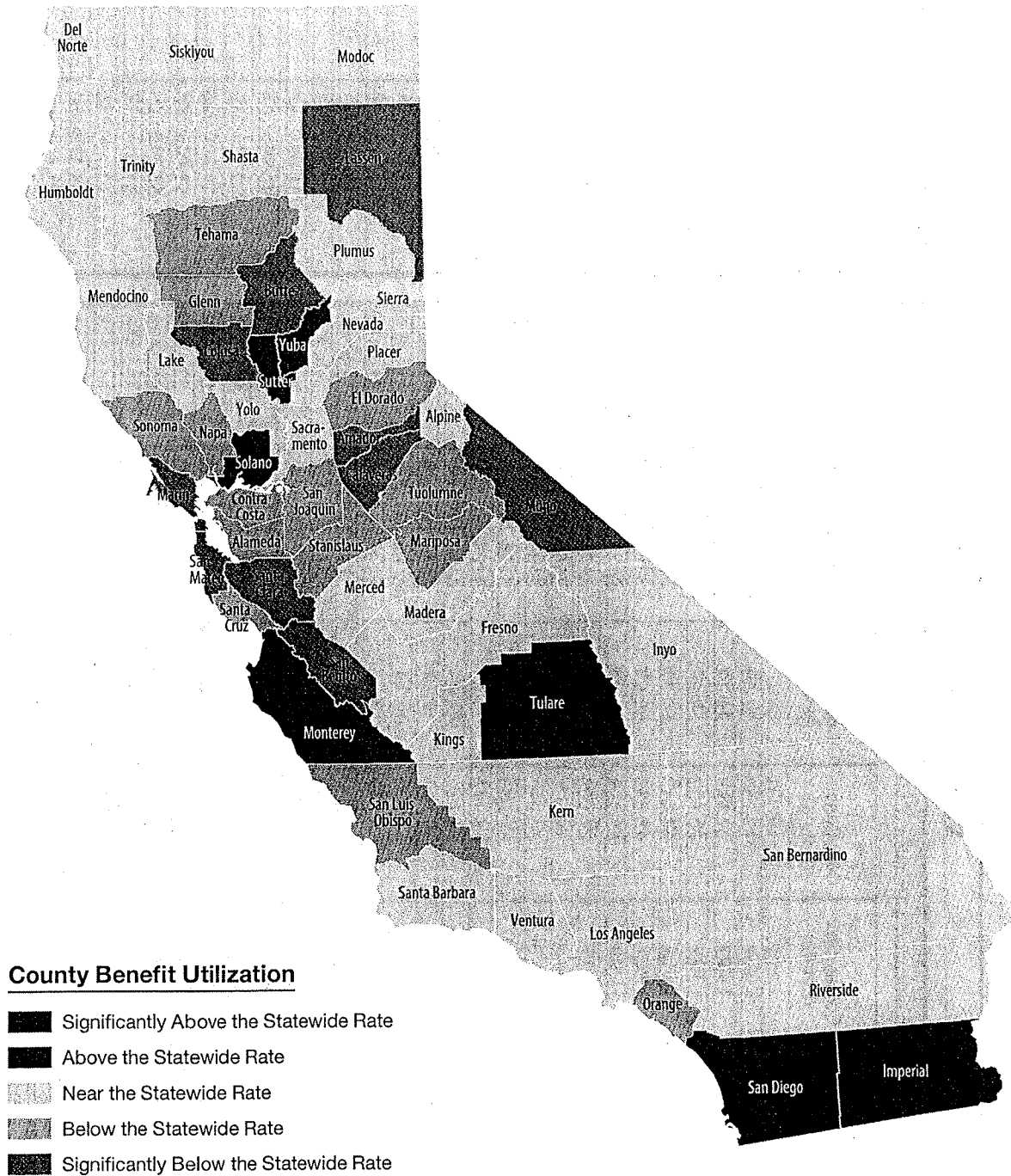
The county veteran statistics on pages 20 and 21 provide a comparison between counties using two common metrics, Compensation and Pension utilization and New Awards Obtained. To provide a more equitable comparison, the counties are grouped by size (large, medium, small or very small) based upon veteran population. County size is an arbitrary designation based upon veteran population with “Very Small” being less than 7,500 veterans, “Small” being more than 7,500 and less than 20,000 veterans, “Medium” being more than 20,000 and less than 75,000 veterans and “Large” as more than 75,000 veterans.

The left section of the table, “Compensation & Pension Utilization Rates by County,” includes the same metric, compensation and pension utilization rate, as used when comparing California to other states. Utilization rate is the percentage of veterans receiving compensation or pension benefits within the county for federal fiscal year 2016 as reported by the USDVA. This part of the table also shows the total compensation and pension paid, and the average amount each beneficiary receives for those benefits within the county. These metrics reflect the efforts of all organizations that assist veterans with receiving those benefits, not just the CVSOs. As such, this section represents the overall health of veterans service programs within that county, both public and private.

The right section of the table, “New Awards Attributable to CVSOs,” provides the monetary value of new or increased monetary benefits paid to eligible veterans and their dependents by the USDVA during the state’s fiscal year 2016-17. These amounts are directly attributable to the activities and efforts of the CVSOs. **In total, the CVSOs accounted for over \$437 million in new or increased federal veteran benefits being brought into California’s economy.** It should be noted that this table reports only the new or increased benefits obtained in the fiscal year, not the cumulative benefits and, as such, is a reflection of the ongoing effort of CVSOs to assist veterans in attaining the benefits they have earned — this is truly a “what have you done for me lately” metric.

Realizing that there is a lot of detail included on these two pages, we have also included a more visual graphic on page 19 to display how each county performs compared to the statewide average in compensation and pension utilization. Note that this graphic does not group the counties by population size.

COUNTY VETERAN BENEFIT UTILIZATION MAP



Sources: CalVet Report "Monetary Benefits Attributable to the Assistance Of County Veterans Service Offices Fiscal Year 2016-17" dated October 1, 2017, pp i-iii

VETERAN STATISTICS BY COUNTY

Veteran Statistics By County							New Awards Attributable to CVSOs FY 2016-17	
Total Compensation & Pension (C&P) Utilization by County							Total New Awards FY 2016-17 (Note 7)	Average New Award FY 2016-17
County	Veteran Population (Note 1)	County Size (Note 2)	C&P Cases (Note 3)	Utilization Rate (Note 4)	C&P Dollars (Note 5)	Average C&P Award per Claimant (Note 6)		
LOS ANGELES	289,609	Large	58,627	20.2%	\$1,101,421,000	\$18,787	\$36,174,721	\$11,054
SAN DIEGO	225,299	Large	73,268	32.5%	\$1,191,790,000	\$16,266	\$16,458,354	\$15,296
RIVERSIDE	133,115	Large	34,749	26.1%	\$665,153,000	\$19,142	\$33,980,251	\$9,872
ORANGE	116,917	Large	20,923	17.9%	\$384,322,000	\$18,368	\$18,752,399	\$10,595
SAN BERNARDINO	110,655	Large	24,543	22.2%	\$466,053,000	\$18,989	\$45,097,823	\$9,901
SACRAMENTO	84,381	Large	18,593	22.0%	\$361,594,000	\$19,448	\$4,788,431	\$24,556
SANTA CLARA	56,011	Medium	9,296	16.6%	\$171,035,000	\$18,399	\$12,534,726	\$10,862
ALAMEDA	54,222	Medium	10,004	18.5%	\$179,978,000	\$17,991	\$1,342,432	\$13,984
CONTRA COSTA	51,627	Medium	9,536	18.5%	\$165,105,000	\$17,314	\$17,427,989	\$11,280
KERN	46,391	Medium	10,242	22.1%	\$183,312,000	\$17,898	\$14,873,574	\$7,508
FRESNO	43,073	Medium	10,083	23.4%	\$178,207,000	\$17,674	\$9,744,323	\$13,705
VENTURA	40,999	Medium	8,746	21.3%	\$164,976,000	\$18,863	\$11,231,828	\$8,204
SAN JOAQUIN	34,569	Medium	6,642	19.2%	\$134,395,000	\$20,234	\$11,230,911	\$10,351
SOLANO	33,197	Medium	11,998	36.1%	\$214,843,000	\$17,907	\$32,230,504	\$13,457
PLACER	29,796	Medium	5,939	19.9%	\$104,597,000	\$17,612	\$11,664,120	\$14,635
SONOMA	27,569	Medium	4,900	17.8%	\$99,626,000	\$20,332	\$14,107,058	\$8,861
SAN MATEO	27,020	Medium	3,800	14.1%	\$71,389,000	\$18,787	\$10,382,405	\$9,107
STANISLAUS	25,340	Medium	4,695	18.5%	\$104,271,000	\$22,209	\$7,097,053	\$7,393
SAN FRANCISCO	23,882	Medium	4,301	18.0%	\$77,498,000	\$18,019	\$9,084,494	\$7,031
SANTA BARBARA	22,270	Medium	5,047	22.7%	\$87,933,000	\$17,423	\$8,432,424	\$11,213
SAN LUIS OBISPO	20,474	Medium	3,694	18.0%	\$66,880,000	\$18,105	\$9,216,975	\$10,196
MONTEREY	18,399	Small	4,957	26.9%	\$106,372,000	\$21,459	\$4,594,650	\$16,830
TULARE	17,901	Small	5,213	29.1%	\$78,560,000	\$15,070	\$8,031,396	\$5,940
BUTTE	17,341	Small	2,944	17.0%	\$69,181,000	\$23,499	\$8,741,869	\$7,833
SHASTA	16,138	Small	4,102	25.4%	\$94,073,000	\$22,933	\$7,376,831	\$6,092
EL DORADO	15,196	Small	2,762	18.2%	\$51,994,000	\$18,825	\$3,746,180	\$13,099
KINGS	12,977	Small	2,003	24.9%	\$41,876,000	\$12,949	\$4,189,664	\$8,516
MARIN	11,793	Small	3,234	13.5%	\$29,226,000	\$18,358	\$1,607,887	\$18,916
SANTA CRUZ	10,998	Small	1,592	18.2%	\$47,117,000	\$23,523	\$6,398,686	\$10,809
MERCED	10,854	Small	2,632	24.2%	\$44,183,000	\$16,787	\$2,580,973	\$6,864
HUMBOLDT	10,064	Small	2,212	22.0%	\$47,624,000	\$21,530	\$4,423,714	\$8,640

YOLO	9,458	Small	1,833	19.1%	\$34,667,000	\$19,153	\$2,061,666	\$11,328
NAPA	9,446	Small	1,810	19.4%	\$33,298,000	\$18,166	\$1,683,800	\$9,201
NEVADA	8,904	Small	1,849	20.8%	\$37,584,000	\$20,327	\$4,477,519	\$24,602
MADERA	8,305	Small	1,997	24.0%	\$35,155,000	\$17,604	\$3,668,776	\$25,656
IMPERIAL	7,611	Small	2,102	27.6%	\$30,556,000	\$14,537	\$1,835,477	\$17,316
SUTTER	6,728	Very Small	1,832	27.2%	\$31,977,000	\$17,455	See Yuba (operates as joint CVSO)	
YUBA	6,605	Very Small	2,336	35.4%	\$34,037,000	\$14,571	\$10,116,176	\$8,544
LAKE	6,455	Very Small	1,516	23.5%	\$31,164,000	\$20,557	\$4,798,616	\$7,026
TEHAMA	6,437	Very Small	1,148	17.8%	\$18,100,000	\$15,767	\$3,089,261	\$8,418
MENDOCINO	6,261	Very Small	1,360	21.7%	\$30,422,000	\$22,369	\$3,608,068	\$10,107
TUOLUMNE	6,143	Very Small	1,123	18.3%	\$23,111,000	\$20,580	\$3,296,983	\$9,083
CALAVERAS	5,531	Very Small	915	16.5%	\$17,841,000	\$19,498	\$1,251,952	\$15,084
AMADOR	4,201	Very Small	699	16.6%	\$12,571,000	\$17,984	\$1,517,921	\$6,121
SISKIYOU	4,185	Very Small	965	23.1%	\$18,261,000	\$18,923	\$1,764,207	\$4,984
LASSEN	3,578	Very Small	562	15.7%	\$10,014,000	\$17,819	\$239,390	\$8,550
SAN BENITO	2,547	Very Small	140	5.5%	\$13,579,000	\$96,993	\$1,984,582	\$14,278
DEL NORTE	2,529	Very Small	623	24.6%	\$12,523,000	\$20,101	\$711,607	\$11,119
MARIPOSA	2,106	Very Small	374	17.8%	\$6,903,000	\$18,457	\$2,004	\$2,004
PLUMAS	1,946	Very Small	449	23.1%	\$7,568,000	\$16,855	\$1,152,163	\$7,733
GLENN	1,712	Very Small	298	17.4%	\$5,363,000	\$17,997	\$364,045	\$21,414
TRINITY	1,523	Very Small	304	20.0%	\$5,881,000	\$19,345	\$334,152	\$10,442
INYO	1,470	Very Small	378	25.7%	\$6,036,000	\$15,968	\$436,575	\$29,105
MONO	1,296	Very Small	124	9.6%	\$2,209,000	\$17,815	\$54,669	\$27,334
COLUSA	1,183	Very Small	178	15.0%	\$4,193,000	\$23,556	\$395,163	\$11,290
MODOC	942	Very Small	219	23.2%	\$3,641,000	\$16,626	\$99,509	\$14,216
SIERRA	369	Very Small	87	23.6%	\$858,000	\$9,862	No CVSO	
ALPINE	131	Very Small	Note 8	N/A	\$173,000	N/A	No CVSO	
STATEWIDE	1,755,680		398,129	22.7%	\$7,252,271,000	\$18,216	\$436,488,926	\$10,076

Notes:

1. Veteran population estimates, as of September 30, 2016, published by the USDVA National Center for Veterans Analysis and Statistics as "VetPop 2014."
2. County size is an arbitrary designation for comparison purposes based upon veteran population with "Very Small" <= 7,500; 7,500 < "Small" <= 20,000; 20,000 < "Medium" <= 75,000; and "Large" >= 75,000.
3. The number of compensation and pension beneficiaries in the county as reported by the USDVA National Center for Veterans Analysis and Statistics as "FY 2016 Compensation and Pension by County." These cases are the result of all veterans service organizations or individual veterans who filed claims (they are not CVSO unique).
4. Utilization rate is the percent of veterans in the county receiving either compensation or pension benefits from the USDVA.
5. The total amount of compensation and pension benefits paid to beneficiaries in the county as reported by the USDVA National Center for Veterans Analysis and Statistics as "FY 2016 Geographic Distribution of Expenditures." These amounts are the total amount paid by USDVA for C&P benefits to claimants with addresses in the respective county. They are the cumulative result of all veterans service organizations or individual veterans who filed claims (they are not CVSO unique).
6. The average compensation and pension award received by beneficiaries in the county.
7. These amounts are the new or increased benefits obtained by the CVSO as reported in CalVet's Annual Report to the Legislature "Monetary Benefits Attributable to the Assistance Of County Veterans Service Offices" for Fiscal Year 2016-17. They do not include any awards attributable to other veterans service organizations or individual filers.
8. Less than 10 recipients, not reported by USDVA.

WHAT CVSOs DO

California Veterans Service Officers (CVSOs) are committed to providing the highest quality service to California veterans, their families, our in-state active duty military and reserve forces, and our California National Guard.

In a recent survey, CVSOs were asked how much time they spend delivering the services and benefits identified in their annual report. While the list of services and benefits is long, most of the CVSO staff's time is spent in providing direct claims and case management services to veterans and their families.

Activity	Percent of Average Day
Claims (including filing claims on behalf of beneficiaries for direct payments to veterans and their families, such as compensation, pension, disability indemnification, etc.)	48%
Case management (including providing direct services to veterans and their families to access benefits that may not result in monetary benefits, such as burial, educational, health, correction of military records, transportation, and homeless services)	25%
Information & Referrals (including educating veterans and their families on the myriad of services and benefits provided by other agencies, and then connecting them to those agencies, such as employment services, home loans, veterans homes, driver and business licenses, tax exemptions, veteran preferences, etc.)	20%
Outreach and Advocacy (including providing outreach and education to places where veterans and their families may congregate to ensure that veterans and their families are aware of the benefits they have earned and how to access them, including campuses, USDVA clinics and hospitals, jails & prisons, etc.)	7%

CVSO SERVICES — AT NO CHARGE TO THE VETERAN!

The California Veterans Service Officers (CVSOs) can provide a wide range of assistance to veterans and their families. CVSOs are trained and accredited by the United States Department of Veterans Affairs (USDVA) and other veterans service organizations. CVSOs are personnel who can help with USDVA claims, and answer questions about both state and federal benefits.

It is important to seek out a trained Veterans Service Representative (VSR) at the CVSO office to assist with any claim for benefits. Should an appeal become necessary, the CVSO can assist there too.

Here are a few of the benefits available to veterans and their families.

Disability Compensation Benefits

This is a tax-free monetary benefit paid to veterans with disabilities that are the result of a disease or injury incurred or aggravated during active military service. Compensation may also be paid for post-service disabilities that are considered related or secondary to disabilities occurring in service and for disabilities presumed to be related to circumstances of military service, even though they may arise after service. The CVSO can assist the veteran in applying for USDVA Healthcare to care for both service-connected and non service-connected issues.

USDVA Pension Benefits

This benefit helps veterans and their families cope with financial challenges by providing supplemental income through the Veterans Pension and Survivors Pension benefit programs. This benefit is available to both the veteran and dependents and is based on income.

Education Benefits for Veterans

Post-9/11 GI Bill

The Post-9/11 GI Bill provides up to 36 months of education benefits, generally payable for 15 years following release from active duty. A monthly housing allowance, annual books and supplies stipend are available.

Vocational Rehabilitation

Veterans may receive vocational rehabilitation and employment services to help with job training, employment accommodations, resume development, and job-seeking skills coaching. USDVA's Education and Career Counseling program is a great opportunity for servicemembers and veterans to get personalized counseling and support to help guide their career paths, ensure the most effective use of their USDVA benefits, and achieve their goals.

California State Benefits

College Fee Waiver

CalVet administers the College Fee Waiver program for dependents of veterans. The basic benefit is the waiver of mandatory systemwide fees at any campus of the University of California (UC), California State University (CSU) or a California Community College (CCC). This benefit is available to the children of service-connected disabled veterans. Students must meet residency requirements and income requirements. The CVSO is the approval authority for this benefit.

CalVet has many additional benefits available for veterans, including the CalVet Home Loan, business license tax and fee waivers, fishing and hunting licenses, license plates, motor vehicle registration fee waivers, property tax exemptions, and state park and recreation passes. The CVSO can assist in applying for any of these benefits.

CALIFORNIA VETERANS TREATMENT COURTS

COUNTY	COURT?	VETERANS ^a	OEF/OIF ^b	POPULATION ^c
Orange	Yes (11/08)	116,917	6,227	3,183,011
Santa Clara	Yes (11/08)	56,011	2,726	1,927,888
San Bernardino	Yes (1/10)	110,655	7,280	2,139,570
Tulare	Yes (2/10)	17,901	1,097	466,339
Los Angeles Downtown	Yes (9/10)	289,609	17,470	10,241,335
Ventura	Yes (11/10)	40,999	2,884	856,508
San Diego	Yes (2/11)	225,299	28,666	3,288,612
San Joaquin	Yes (4/11)	34,569	1,640	733,383
Santa Barbara - Santa Maria	Yes (11/11)	22,270	1,167	446,717
Riverside	Yes (1/12)	133,115	8,235	2,347,828
El Dorado	Yes (2/12)	15,196	407	183,750
San Mateo	Yes (5/12)	27,020	1,084	766,041
Santa Barbara - Santa Barbara	Yes (7/12)			
Placer	Yes (9/12)	29,796	1,219	373,796
Los Angeles Lancaster	Yes (3/13)			
San Francisco	Yes (4/13)	23,882	1,076	866,583
Kings	Yes (4/13)	12,977	1,555	150,373
San Luis Obispo	Yes (6/13)	20,474	753	277,977
Alameda	Yes (11/13)	54,222	2,278	1,627,865
Sacramento	Yes (7/14)	84,381	4,614	1,495,297
Solano	Yes (9/14)	33,197	3,099	431,498
Lake	Yes (9/15)	6,455	132	64,306
Butte	Yes (9/15)	17,341	701	224,601
Santa Cruz	Yes (10/15)	10,998	306	275,902
Sonoma	Yes (11/15)	27,569	834	501,959
Calaveras	Yes (1/16)	5,531	104	45,207
Monterey	Yes (1/16)	18,399	1,149	437,178
Stanislaus	Yes (2/16)	25,340	1,214	540,214
Fresno	Yes (6/16)	43,073	2,524	984,541
Del Norte	Yes (10/16)	2,529	72	26,811
Madera	Yes (10/16)	8,305	338	155,349
Merced	Yes (7/17)	10,854	596	271,579
Contra Costa	Yes (8/17)	51,627	1,890	1,123,429

Footnotes

a. Source: Veteran population estimates, as of September 30, 2016, published by the USDVA National Center for Veterans Analysis and Statistics as "VetPop 2014."

b. Source: DoD as of 2010 (based on last known home address at discharge)

c. Source: California Department of Finance, 2016

* County with 10 or fewer OEF/OIF veterans

HOT TOPICS

California Veterans' Treatment Courts and Alternative Justice Programs

In 2006, California became the first state to establish an alternative sentencing program for veterans and military members when the Governor signed AB 2586 (Parra) into law. Under this statute, veterans or active duty service members with service-related mental health issues may be sentenced to therapy (federal VA) in lieu of incarceration. The veteran, upon completion of the program, may have charges reduced, records expunged and rights restored, and will not have to list the conviction on job applications. This law is the basis for the state's network of Veterans Treatment Courts (VTCs), although it can be implemented in any courtroom. VTCs in California are not mandated and receive no allocated state funding.

Another related law — SB 1227 (Hancock) signed in 2014 — established diversion for veterans accused of misdemeanors. Qualifying veterans completing this therapy can have their charges dismissed. And in 2017, SB 725 (Jackson) was signed into law, clarifying that veterans and servicemembers suffering from PTSD and other mental health disorders are eligible for pretrial diversion programs for misdemeanor DUIs, thus ensuring that these veterans get the help they need sooner and more effectively. For more information on veterans' justice-related matters, visit www.cvltf.org.

Library Veteran Resource Centers

CalLibraries, in partnership with the California Department of Veterans Affairs (CalVet), has established 58 Veteran Resource Centers at libraries throughout the state. These centers provide veteran benefit information and referral assistance to veterans and their families to assist in connecting them to federal, state, and community-based benefits and services. For a list of participating locations, please visit: <https://calibrariesforveterans.org/veterans.html>

CACVSO Mentor Program

To address the loss of institutional knowledge that comes with the retirement or reassignment of CVSOs, CalVet has undertaken a mentorship program to ensure that Veterans Service Representatives (VSR) are well trained to provide claims services. However, there has been no such program to ensure that offices, on a whole, are working effectively and efficiently to reach and connect veterans to services — until now. Because each county is a stand-alone entity, it is unlikely that there is the needed expertise within every county to train new CVSO staff on best practices in the veterans service arena. Therefore, the CACVSO has recently initiated a mentor program designed to get new CVSOs and staff up to speed quickly, as well as assist established offices to enhance and streamline their services. The CACVSO identifies high performing offices and high performing individual VSRs to act as subject matter experts and links them with those looking for help or advice. This is particularly helpful in smaller offices (or counties), where there may be only one or two employees, or less external resources.

CAPITOL CORNER



CACVSO members present 2016 Legislator of the Year award to Assemblywoman Jacqui Irwin (D-Thousand Oaks).



CACVSO members present 2016 Legislator of the Year award to Senator Jim Nielsen (R-Gerber).



CVSOs in front of Governor's office during visit to the Capitol.



CVSOs hear briefing on veteran legislation and priorities from Senator Josh Newman (D-Fullerton), Chairman of the Senate Committee on Veterans Affairs.

IMPORTANT 2017 LEGISLATION BENEFITING VETERANS AND MILITARY SIGNED INTO LAW

Signed by the Governor:

- AB 153 — Chávez; State Stolen Valor Act updated
- AB 226 — Cervantes; Teacher Credentialing: Spouses of Active Duty Members
- AB 242 — Arambula / Patterson; Certificates of Death: Veterans
- AB 360 — Muratsuchi; State Bar: Pro Bono Legal Assistance: Veterans
- AB 363 — Quirk Silva; Driver's licenses: veteran designation
- AB 365 — Muratsuchi; Pupil instruction: coursework and graduation requirements:
children of military families
- AB 376 — Chávez; Veterans' Benefits: Veteran Farmers or Ranchers
- AB 866 — Cunningham; State Highways: Gateway Monuments
- AB 1365 — Reyes; Veterans Homes: Planning Strategy
- AB 1710 — Veterans Affairs Committee; Prohibited Discrimination Against Service Members
- AB 1711 — Veterans Affairs Committee; State Military Reserve Personnel: Leave Benefits
- SB 3 — Beall; Veterans and Affordable Housing Bond Act of 2018
- SB 156 — Anderson; Military and Veterans: Transition Assistance
- SB 266 — Dodd; Armed Service Members: Consumer Loans
- SB 330 — Berryhill; Building permit waiver, disabled veterans, improvements
- SB 339 — Roth; Veterans Treatment Courts: Judicial Council Assessment
- SB 455 — Newman; Pupil Enrollment: Military Dependents
- SB 725 — Jackson; Veterans: Pretrial Diversion: Driving Privileges
- SB 747 — Newman; State Military: Officer Commissions
- SB 776 — Newman; Corrections: Veterans' Benefits

LEGISLATOR OF THE YEAR AWARDS

The CACVSO has selected State Senator Josh Newman (D-Fullerton) and Assemblyman Rocky Chávez (R-Oceanside) as the recipients of the Motomu Nakasako Legislator of the Year awards for 2017.

The Motomu Nakasako Award is named after "Mote" Nakasako, a Los Angeles County Veterans Service Officer (CVSO) who was constantly involved in legislation to improve the lives of veterans. He was a decorated member of the Army's 442nd Regimental Combat Team, one of World War II's most decorated units.



Senator Josh Newman (D-Fullerton)

Elected in 2016, Senator Newman currently serves as Chair of the Senate Committee on Veterans Affairs. Upon graduation from Yale University, he was commissioned through the US Army Officer Candidate School at Fort Benning, Georgia. His active duty assignments included service in South Korea with a nuclear weapons detachment and conventional artillery units in the 25th Infantry Division at Schofield Barracks in Hawaii.

In 2012, he founded ArmedForce2Workforce, a non-profit group that assists young veterans in Orange County and Greater Los Angeles find employment. He is a member of the Steering Committee for the Orange County Veterans & Military Families Collaborative, 1st Vice Chair of the California Democratic Party Veterans Caucus, and co-founder of the Veteran Business Network of Greater Los Angeles. He is also a member of the American Legion and Veterans of Foreign Wars.

In 2017, Newman authored numerous veterans and military related bills, including but not limited to:

- Military and Veteran Suicide Prevention Awareness Week
- California Community Colleges: Veteran Resource Centers
- State public employees: sick leave: veterans with service-related disabilities
- Public school employees: former or current members of the Armed Forces of the United States or California National Guard: leave of absence for illness or injury
- Corrections: veterans' benefits



Assemblyman Rocky Chávez (R-Oceanside)

Assemblyman Rocky Chávez began his public service career immediately after graduation from California State University, Chico when he joined the United States Marine Corps. He spent more than 28 years as a United States Marine, rising to the rank of Colonel and being assigned Chief of Staff for the 4th Marine Division.

In 2009, Chávez was appointed by then-Governor Arnold Schwarzenegger to serve as Undersecretary of the California Department of Veterans Affairs and later served as Acting Secretary. Prior to that, he served on the Oceanside City Council.

Elected in 2012, he serves on the Assembly Veterans Affairs Committee and also as Chairman of the Governor's Military Council.

In 2017, Chávez authored five bills helping veterans and servicemembers that were signed into law:

- California Stolen Valor Act; conform to the federal Stolen Valor Act of 2013
- Eligibility for resident classification; enrolled dependents of an Armed Forces member
- Require the state to assist, educate, train, and support California's military veterans to enter into farming or ranching careers
- Authorize a veterans memorial district to provide funding to providers of supportive services
- Resolution honoring the service and sacrifice made by members of the Armed Forces and their families

Past Recipients of the CACVSO Motomu Nakasako Award for Legislator of the Year

2016 — Senator Jim Nielsen and Assemblywoman Jacqui Irwin
 2015 — Senator Richard Roth and Assemblyman Jim Frazier
 2014 — Senator Ben Hueso and Assemblywoman Sharon Quirk-Silva
 2013 — Senator Ellen Corbett and Assembly Speaker John A. Pérez

Recipient of CACVSO Lifetime Achievement Award

2015 — Assemblywoman Toni Atkins
 2011 — Assemblyman Paul Cook

CACVSO LEGISLATIVE TEAM

Since the 1980s, the CACVSO has been active at the State Capitol, advocating on behalf of California veterans, military members, and their families. From 2001 to 2017, the CACVSO was represented by Pete Conaty & Associates. Army Veteran Seth Reeb joined the firm in 2017, and in 2018, representation of the CACVSO transitioned to Reeb Government Relations (RGR). Pete Conaty will serve as a consultant to RGR to share his wealth of institutional knowledge with the new firm.



About Seth Reeb

Seth enlisted in the US Army in 2004 as an infantryman with the 10th Mountain Division out of Fort Polk, Louisiana. He served in Afghanistan in 2006 and Iraq in 2007-2008. He is the recipient of the Combat Infantry Badge, Expert Infantry Badge, and Army Commendation Medal for Valor. He was promoted to the rank of Sergeant prior to leaving the Army in 2009.

Seth joined his father's firm, Reeb Government Relations, LLC (RGR), as a legislative advocate in January 2017 and has lobbied on behalf of veterans organizations ever since.

RGR was established in January 2005 to assist clients with policy analysis, issues management and California legislative and regulatory advocacy. With the addition of Seth Reeb to the firm, RGR is now representing the CACVSO, as well as the veterans service organizations formerly represented by Pete Conaty.



About Dana Nichol

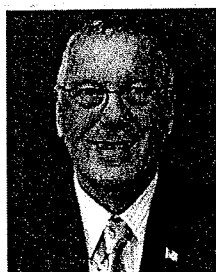
Dana Nichol joined Pete Conaty and Associates in 2004 as an Associate Lobbyist and has worked on all aspects of legislative and budget issues pertaining to the CVSOs and veterans service organizations, as well as business, water, non-profit museums, local government, and recreational land-use clients. In 2018, Dana transferred to Reeb Government Relations to continue to serve veterans and military clients.



About Pete Conaty

After his 21-year military career, Pete established the advocacy firm of Pete Conaty and Associates in 1996. Over the last 31 years, he has worked on over 1,300 veterans and military legislative bills at the State Capitol. In 2010 and 2015, he was awarded the CalVet Secretary's Award for his "invaluable contributions to California veterans." He will continue to consult with Reeb Government Relations on veterans and military issues.

CACVSO EXECUTIVE DIRECTOR



About Tom Splitgerber

Tom Splitgerber is the CACVSO Executive Director. Dr. Splitgerber served in the United States Navy for 30 years. He spent 15 years in the Naval Medical Department in executive medicine positions, including twice as Commanding Officer and Executive Officer of the Navy's graduate dental school. Upon retirement, Tom served for five years as CEO/Executive Director of the Veterans Museum & Memorial Center in San Diego. He then served as the San Diego County Veterans Service Officer for 11 years. During his tenure, the San Diego CVSO was one of the most active veterans service offices in California.

Tom served as President of the CACVSO for two years and President of the National Association of County Veterans Service Officers for two years. He is co-founder of the San Diego Veterans Coalition and the Vets Excel, and is also President of the Miramar Chapter of the Military Officers Association of America.

CACVSO STATE LEGISLATIVE PLATFORM FOR THE 2017-2018 LEGISLATIVE SESSION

Additional Local Assistance Funding for CVSOs

1. In 2018, the California Association of County Veterans Service Officers (CACVSO) is sponsoring legislation to raise the state's Local Assistance to counties for CVSO offices from the current \$5.6 million funding level to \$7 million. Also, the eventual goal is to fully fund CVSOs by permanently appropriating \$16 million in Local Assistance funding, which would bring the state in line with paying half of the funding actually needed to operate CVSOs throughout the state. Currently, the counties pick up the majority of the funding. It was originally intended that the state and counties equally share in this cost. As part of this legislative effort, the CACVSO will continue to educate the Governor's Office, the Legislature, and the public on the importance and value of County Veterans Service Officers.

California's Eight Veterans Homes

2. Support ongoing efforts to update the Military and Veterans Code concerning all aspects related to California veterans homes to ensure that all veterans in all homes are treated equally. California has gone from one veterans home (Yountville, est. 1884) to its eight current veterans homes. The Military and Veterans Code has not been updated to establish uniform procedures since before the new homes were opened.

State Agency Coordination

3. Support legislation that would require state agencies to coordinate with the California Department of Veterans Affairs (CalVet) to improve state services provided to veterans.

Many state agencies are involved in administering services to veterans. Improved coordination between agencies would allow veterans to more easily access these services, and would also allow the CVSOs to better assist veterans.

Other Legislative Priorities, 2017-18 Legislative Session

1. Support legislation that would create a Governor's Memorial Certificate similar to the Presidential Memorial Certificate. Include information directing survivors to the CVSOs.

2. Support legislation that would provide state income tax relief to retirement pay of military retirees.

3. Support legislation that would require an individual, who is assisting a veteran with filing a claim for benefits, to notify that veteran if they are not a VA-accredited representative, and make it a criminal offense to intentionally misdirect or mislead a veteran, or anyone acting on a veteran's behalf, concerning benefits or entitlements for their own monetary gain.

4. Support legislation that would expand laws to prevent dishonest vendors and businesses that prey on or scam veterans and active duty military personnel by criminalizing their activities.

5. Support legislation that would continue to support expansion of veterans treatment courts to more counties by providing state funding of veterans' treatment courts in California.
6. Support legislation that would reform the current system of property tax relief for disabled veterans by raising the current state dollar limitation on property tax relief for disabled veterans.
7. Support legislation that would reduce property tax assessment on veterans service organizations' posts and chapters.
8. Support legislation that would support the awarding of state grants through CalVet to veterans service organizations and veterans service agencies that provide claims assistance and outreach to California veterans.
9. Support legislation that would restore the veterans-only specialized license plate, so that there would be two plates available for sale — "Veteran" and "Honoring Veterans."
10. Support legislation that would criminalize the vandalism and destruction of veterans', police, fire and first responders' memorials, monuments and graves.
11. Support legislation to ensure that federal Uniformed Services Employment and Reemployment Rights Act (USERRA) and Servicemembers Civil Relief Act (SCRA) protections are also in state law and supersede any binding arbitration contracts.
12. Support legislation that would expand Prop. 63 mental health funding support for veterans suffering from homelessness and mental health issues.
13. Fund state-sponsored veterans' resource centers at state community colleges and universities (CSU and UC systems).
14. Support legislation that would increase transparency in asbestos claims cases that affect veterans who were exposed to asbestos while in the service, so that there will be funds available for future claims by veterans.
15. Support legislation that would create a Memorandum of Understanding (MOUs) between CalVet Veterans Homes and Veterans Service Organization (VSOs) to provide volunteers to the state veterans homes similar to the federal Veterans Administration Volunteer Service (VAVS) program.
16. Support legislation that would require that California Disabled Veterans Business Enterprises (DVBEs) hire more disabled and non-disabled veterans. Currently, there is no requirement for DVBEs to hire veterans.
17. Support the legislative priorities of the state veterans service organizations that are in-line with our own legislative priorities.

CACVSO TOP FEDERAL LEGISLATIVE PRIORITIES, 2018

1. Support legislation that would provide increased access for CVSOs to USDVA information systems (i.e., VBMS, VACOLS, SHARE, MAPD, etc.) for use in developing and monitoring claims submitted on behalf of veterans, regardless of VA Power-of Attorney (POA), to USDVA client and claims databases. Enhancing this access will result in better, timelier services to claimants and reduce the workload in USDVA call centers.
2. Support legislative, regulatory or policy changes that would create a federal/state/local government partnership to reduce the USDVA veterans claims backlog and expand outreach services to veterans.
3. Support legislation that would authorize USDVA pharmacies to honor prescriptions written by non-USDVA physicians. Currently, the USDVA medical system will only provide prescription medication to eligible veterans if the prescription is written by a USDVA physician.
4. Support legislation that would eliminate the Means Test for veterans to qualify for USDVA medical care. These income limitations have excluded some veterans, who would otherwise qualify for enrollment, from obtaining their primary healthcare through the USDVA.

Other Federal Legislative Priorities, 2018

1. Support legislation that would include "Blue Water Navy" veterans into the set of veterans with presumed exposure to Agent Orange.
2. Support legislation that would provide for payment of Concurrent Retirement and Disability Pay (CRDP) for all military retirees, regardless of the percentage of their service-connected disabilities.
3. Support legislation that would eliminate Survivor Benefit Plan (SBP)-Dependency and Indemnity Compensation (DIC) offset.
4. Support legislation, regulatory or policy changes which expand/increase USDVA responsibility to educate veterans on their entitlements.
5. Support legislation that would provide for a pro-rata additional allowance for dependents for all levels of compensation.
6. Support legislation that would authorize states with Departments of Veterans Affairs that are accredited with the USDVA to cross-accredit CVSOs for other states.
7. Support legislation that would eliminate the requirement for war-time service as an eligibility requirement for non-service connected and death pension.
8. Support legislation that would reduce the eligibility criteria for veterans to meet Veterans Affairs Supportive Housing (VASH) program requirements.
9. Support legislation that would expand the eligibility criteria for USDVA Dental Services for veterans eligible for USDVA Healthcare.

Veteran Driver License and ID Available

HAVE YOU EVER SERVED IN THE U.S. MILITARY? YOU MAY QUALIFY TO PROUDLY
DISPLAY VETERAN ON YOUR CALIFORNIA DRIVER LICENSE OR IDENTIFICATION CARD.

IT'S AS EASY AS 1, 2, 3!

- 1** Find your military discharge certificate (DD214). If you need assistance obtaining your military records, then contact your County Veteran Service Officer (CVSO).
- 2** Take your DD214 and government identification to your CVSO to obtain your Veteran Status Verification Form.

- 3** Go online or call DMV for an appointment. Then bring your Veteran Status Verification Form to DMV. Complete your application, pay any fees including the \$5 fee to add the Veteran Designation.
Note: tests may be required.

For faster CVSO service, schedule an appointment by finding your local CVSO at www.calvet.ca.gov or calling (844) 737-8838.

To schedule an appointment at a DMV, visit www.dmv.ca.gov or call (800) 777-0133.



www.calvet.ca.gov

CALVET
CALIFORNIA DEPARTMENT
OF VETERANS AFFAIRS

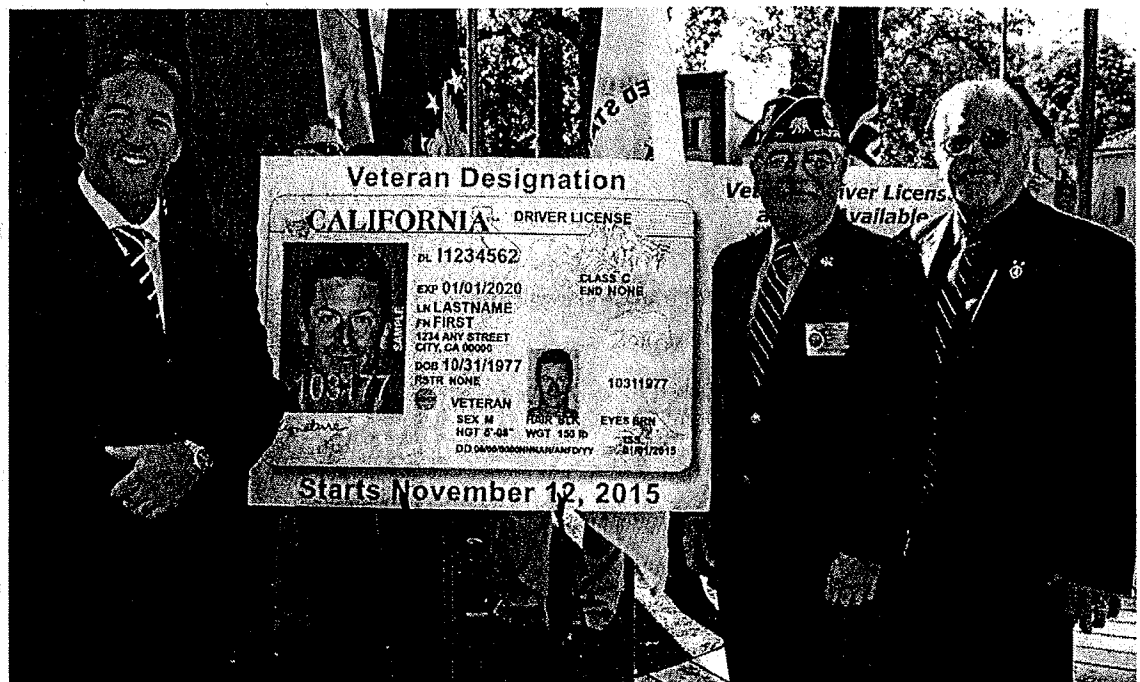


VETERANS DESIGNATION ON THE CALIFORNIA'S DRIVERS LICENSE

An Unqualified Success Story

Nearly 18,000 more of California's 1.7 million veterans are now taking advantage of federal veterans' benefits for which they were previously unaware of eligibility, thanks to legislation authored by Assemblymember Jim Frazier (D-Oakley) in 2014. As of November 2017, these benefits total over \$31 million in monthly payments to California veterans. This is in addition to over \$17 million in retroactive payments to these same veterans. California requires any veteran who wishes to have "veteran" on their driver's license to obtain an official form to present to the DMV from their local county veterans service office.

Veterans benefits are not like Social Security — where when you reach a certain age, you apply and start to receive monthly benefits. Veterans' benefits for Compensation and Pension must be applied for by the veteran — and each veteran's case is different, depending on a multitude of factors. To date, over 64,000 California veterans have applied for the "veteran" driver's license. This visit is often their first visit to a county veterans service office. Because County Veterans Service Officers (CVSOs) are trained to identify possible benefits that the veteran could be eligible for, the CVSO will start to develop, process and file a claim for the veteran — all at no cost to the veteran. This program is only slightly more than two years old and it will continue to grow and expand as more veterans learn about it. This program is a joint venture with the California Department of Veterans Affairs, the CVSOs and the Department of Motor Vehicles. The program honors the service of California's 1.7 million veterans, including those still serving. Additionally, the "veteran" designation often means businesses can easily identify the veteran status when offering discounts to veterans.



Directory

You can find who your local CVSO is by dialing (844) 737-8838.

ALAMEDA COUNTY

Bruce Choy, County Veterans Service Officer
6955 Foothill Blvd., 3rd Floor
Oakland, CA 94605
(510) 577-1926 Fax (510) 577-1947

AMADOR COUNTY

Terry Sanders, County Veterans Service Officer
11401 American Legion Way (physical address)
810 Court Street (mailing address)
Jackson, CA 95642
(209) 223-6476 Fax (209) 267-0419

BUTTE COUNTY

Dennis Whitt, County Veterans Service Officer
2445 Carmichael Drive
Chico, CA 95928
(530) 891-2759 Fax (530) 895-6508

CALAVERAS COUNTY

Chele Beretz, County Veterans Service Officer
509 East Saint Charles Street
San Andreas, CA 95249
(209) 754-6624 (209) 754-6331
Fax (209) 754-9049

COLUSA COUNTY

Don Parsons, County Veterans Service Officer
251 E. Webster Street
Colusa, CA 95932
(530) 458-0388 Fax (530) 458-0492

CONTRA COSTA COUNTY

Nathan Johnson, County Veterans Service Officer
10 Douglas Drive, #100
Martinez, CA 94553-4078
(925) 313-1481 Fax (925) 313-1490

DEL NORTE COUNTY

Aaron Goodwin, County Veterans Service Officer
810 "H" Street
Crescent City, CA 95531
(707) 464-2154 (707) 465-0409
Fax (707) 465-0409

EL DORADO COUNTY

Lance Poinsett, County Veterans Service Officer
130 Placerville Drive, Suite B
Placerville, CA 95667
(530) 621-5892 Fax (530) 621-2218

FRESNO COUNTY

David Rose, County Veterans Service Officer
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Fresno, CA 93710
(559) 600-5436 Fax (559) 221-0031

GLENN COUNTY

Brandon Thompson, County Veterans Service Officer
525 W. Sycamore Street, Suite A5
Willows, CA 95988
(530) 934-6524 Fax (530) 934-6355

HUMBOLDT COUNTY

Rena Maveety, County Veterans Service Officer
1105 6th Street, #F
Eureka, CA 95501
(707) 445-7611 Fax (707) 476-2487

IMPERIAL COUNTY

Roberto Avila, County Veterans Service Officer
217 South 10th Street
El Centro, CA 92243
(442) 265-3200 Fax (442) 265-3208

INYO/MONO COUNTIES

Jeff Hollowell, County Veterans Service Officer
County Services Building
207 West South Street
Bishop, CA 93514
(760) 873-7850 Fax (760) 873-7851

KERN COUNTY

Dick Taylor, County Veterans Service Officer
1120 Golden State Avenue
Bakersfield, CA 93301
(661) 868-7300 Fax (661) 631-0519

KINGS COUNTY

Scott Holwell, County Veterans Service Officer
1400 W. Lacey Blvd.
County Government Center
Law Bldg., #4
Hanford, CA 93230
(559) 852-2669 Fax (559) 584-0438

LAKE COUNTY

Saul Sanabria, County Veterans Service Officer
255 North Forbes Street
Lakeport, CA 95453
(707) 263-2384 Fax (707) 262-1861

LASSEN COUNTY

Chris Mancebo, County Veterans Service Officer
Veterans Memorial Building
1205 Main Street
Susanville, CA 96130
(530) 251-8192 (530) 251-4198
Fax (530) 251-4901

LOS ANGELES COUNTY

Ruth A. Wong, County Veterans Service Officer
Bob Hope Patriotic Hall
1816 S. Figueroa Street
Los Angeles, CA 90015
(213) 744-4825 Fax (213) 744-4444

MADERA COUNTY

Kurtis Foster, County Veterans Service Officer
200 W. Fourth Street
Madera, CA 93637
(559) 675-7766 Fax (559) 675-7911

MARIN COUNTY

Sean Stephens, County Veterans Service Officer
10 North San Pedro Road, Suite 1010
San Rafael, CA 94903
(415) 473-6193 Fax (415) 473-6465

MARIPOSA COUNTY

Bob Johns, County Veterans Service Officer
5085 Bullion Street (physical address)
PO Box 774 (mailing address)
Mariposa, CA 95338
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Ulyses Lopez, County Veterans Service Officer
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Ukiah, CA 95482
(707) 463-4226 Fax (707) 463-4637

MERCED COUNTY

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Merced, CA 95341
(209) 385-7588 ext 5417 Fax (209) 725-3848

MODOC COUNTY

Harry Hitchings, County Veterans Service Officer
202 W. 4th Street, Suite F
Alturas, CA 96101
(530) 233-6209 Fax (530) 233-3866

MONO COUNTY

(see Inyo/Mono Counties)

MONTEREY COUNTY

Wes Morrill, County Veterans Service Officer
1200 Aguajito Road, Suite 003
Monterey, CA 93940
(831) 647-7613 Fax (831) 647-7618

NAPA COUNTY

Pat Jolly, County Veterans Service Officer
650 Imperial Way
Napa, CA 94559
(707) 253-6072 Fax (707) 299-1489

NEVADA COUNTY

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Grass Valley, CA 95949
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Eddie Falcon, County Veterans Service Officer
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1300 S. Grand Avenue, Bldg. B, #247
Santa Ana, CA 92705
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PLACER COUNTY

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1000 Sunset Blvd., Suite 115
Rocklin, CA 95765
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PLUMAS/SIERRA COUNTIES

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Health & Human Services Office
270 County Hospital Road, Suite 206
Quincy, CA 95971-9216
(530) 283-6275 Fax (530) 283-6425

RIVERSIDE COUNTY

Grant Gautsche, County Veterans Service Officer
4360 Orange Street
Riverside, CA 92501
(951) 955-3060 Fax (951) 955-3063

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Brenda Griffin, Acting County Veterans Service Officer
2007 19th Street
Sacramento, CA 95818
(916) 874-6811 Fax (916) 874-8868

SAN BENITO COUNTY

Wes Morrill, County Veterans Service Officer
649 San Benito Street
Hollister, CA 95023
(831) 647-7613 Fax (831) 647-7618

SAN BERNARDINO COUNTY

Frank Guevara, County Veterans Service Officer
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San Bernardino, CA 92415-0470
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SAN DIEGO COUNTY

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San Francisco, CA 94102
(415) 934-4201 Fax (415) 934-4240

SAN JOAQUIN COUNTY

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(209) 468-2916 Fax (209) 468-2918

SAN LUIS OBISPO COUNTY

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San Luis Obispo, CA 93401
(805) 781-5766 Fax (805) 781-5769

SAN MATEO COUNTY

Norman Aleman, County Veterans Service Officer
550 Quarry Road
San Carlos, CA 94070
(650) 802-6598 Fax (650) 595-2419

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Rhonda Murphy, County Veterans Service Officer
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(805) 346-7160 Fax (805) 346-7158

SANTA CLARA COUNTY

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68 N. Winchester Blvd.
Santa Clara, CA 95050
(408) 918-4980 Fax (408) 553-6016

SANTA CRUZ COUNTY

Dean Kaufman, County Veterans Service Officer
842 Front Street
Santa Cruz, CA 95060
(831) 454-7276 Fax (831) 458-7116

SIERRA COUNTY

(see Plumas/Sierra Counties)

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Celestina Traver, County Veterans Service Officer
1855 Shasta Street
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(530) 225-5616 Fax (530) 245-6454

SISKIYOU COUNTY

Tom Jackson, County Veterans Service Officer
105 E. Oberlin Road
Yreka, CA 96097
(530) 842-8010 Fax (530) 841-4314

SOLANO COUNTY

Ted Puntillo, County Veterans Service Officer
675 Texas Street, Suite 4700
Fairfield, CA 94533-6340
(707) 784-6590 Fax (707) 784-0927

SONOMA COUNTY

TBD, County Veterans Service Officer
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Santa Rosa, CA 95402
(707) 565-5960 Fax (707) 565-5937

STANISLAUS COUNTY

Ryan Kegley, County Veterans Service Officer
3500 Coffee Road, Suite 19
Modesto, CA 95354
(209) 558-7380 Fax (209) 558-8648

SUTTER COUNTY

(see Yuba/Sutter Counties)

TEHAMA COUNTY

Kelly Osborne, County Veterans Service Officer
444 Oak Street, Room C
Red Bluff, CA 96080
(530) 529-3664 (530) 529-3039 Fax (530) 529-3659

TRINITY COUNTY

Patrick Meagher, County Veterans Service Officer
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Weaverville, CA 96093
(530) 623-3975

TULARE COUNTY

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(559) 713-2880 Fax (559) 713-3747

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VENTURA COUNTY

Mike McManus, County Veterans Service Officer
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Ventura, CA 93003
(805) 477-5155 Fax (805) 477-5418

YOLO COUNTY

Salvatore Torres, County Veterans Service Officer
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Woodland, CA 95695
(530) 406-4850 Fax (530) 666-7456

YUBA/SUTTER COUNTIES

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5730 Packard Avenue, Suite 300
Marysville, CA 95901
(530) 749-6710 Fax (530) 749-6711

California **VETERANS LICENSE PLATE PROGRAM**



Whether you are a Veteran, or want to show your support and appreciation for our Veterans, purchasing a Veterans License Plate helps increase awareness and directly supports Veterans Programs. For more information, visit our website at www.calvet.ca.gov or call your local County Veterans Service Office at (844) 737-8838.

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OF VETERANS AFFAIRS

www.calvet.ca.gov

Proceeds from the California Veterans License Plate program go to support Veteran services in California.

CACVSO OFFICERS 2018

President — Scott Holwell (Kings County)

1st Vice President — Nathan Johnson (Contra Costa County)

2nd Vice President — Ruth Wong (Los Angeles County)

Sergeant at Arms — Chris Lopez (San Luis Obispo County)

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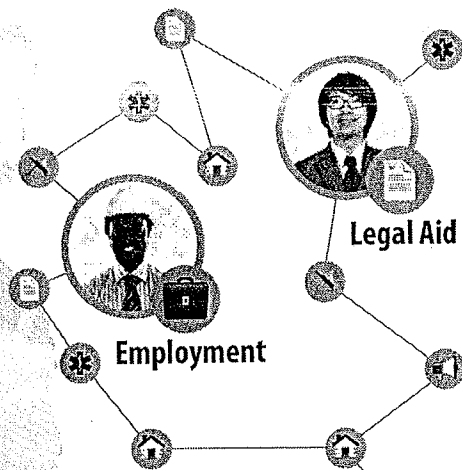
Frederick A. Romero

CalTAP

CALIFORNIA TRANSITION ASSISTANCE PROGRAM

Connecting our Veterans and Families with Communities

A state-wide network of premier Veteran service providers ensuring California Veterans and their families achieve a successful transition from the military to civilian life.



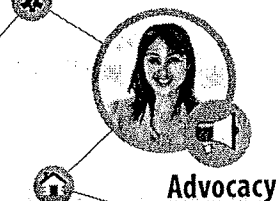
CalTAP

Visit

WWW.CALVET.CA.GOV

Call

(916) 503-8048



CALVET
CALIFORNIA DEPARTMENT
OF VETERANS AFFAIRS

More for information please contact:
Roberto Herrera, Director CalTAP
Veterans Service Division
(916) 503-8048
Roberto.Herrera@calvet.ca.gov

Attachment 2 Page 1 - Plumas County Veterans Services MHSA Program Report

Reporting Period: July 1, 2017 through June 30, 2018

1. Provide a list of all community outreach activities provided during the reporting period to raise awareness of VA and MHSA services available to Plumas County:

- a. Plumas County Golf tournament Mt. Hough golf course (May 26, 2018): 60 veterans and spouses in attendance at the Golf Tournament Dinner following the tournament.
- b. Plumas County Veteran and Family Dinner (February y, 20 2018) at Neighbor's BBQ: 62 veterans and spouses in attendance (presentation of Veterans Suicide Awareness, MHSA services and Veterans Benefit s provided from Plumas County Veterans Services).
- c. Plumas County Veteran and family luncheon (January 31, 2018) at the Ranch House in Chester, CA: 36 veterans and spouses in attendance (presentation of Veterans Suicide Awareness, MHSA services, and Veterans Benefits).
- d. Plumas County Veterans dinner (December 9, 2017) American Legion Post 568 Greenville, CA: 12 veterans in attendance (presentation of Veterans Suicide Awareness, MHSA services, and Veterans Benefits).
- e. During this reporting period, the Plumas County Veterans Collaborative group organized in October 2017 and since October, this Outreach Collaborative has had 8 Plumas County Veterans Collaborative meetings in Quincy reaching out to Plumas County Veterans and Plumas County providers along with various departments from the VA Medical Center (VAMC) in Reno, Nevada.

2. Provide the number of outreach targeted veterans in Plumas County:

2,400 Veterans

3. Provide the total number of veterans that completed the information and benefits evaluation (IBE) during this reporting period:

73 Veterans

4. Provide the number of at risk veterans who were provided assistance and referral to needed services:

- | | | |
|---|---|--|
| a. Behavioral Health | 1 | |
| b. Plumas Crisis Intervention & Resource Ctr. | 6 | |
| c. Housing Services | 6 | |
| d. Food Bank | 6 | |
| e. Transportation | 1 | (includes referrals to Senior Transportation) |
| f. Employment Development | 6 | (includes referrals to Alliance for Workforce Development and Sierra Pacific Mill for employment |

assistance)

5. Provide the total number and demographic break down of at risk veterans who were provided ongoing care coordination, support service, and advocacy to overcome culture economic, geographic and other barriers to obtaining or remaining in care/ services:

- | | |
|-----------------------|----|
| A. Race/Ethnicity | |
| i. White/Caucasian | 70 |
| ii. Hispanic | 1 |
| iii. African American | 0 |

Attachment 2 Page 2 - Plumas County Veterans Services MHSA Program Report

Reporting Period: July 1, 2017 through June 30, 2018

iv. Asian	0
v. Pacific Islander	0
vi. Native American/Alaskan Native	2
vii. Other	0

NOTE: Some Veterans did not want to include certain data on the IBE Forms

B. Housing Status

i. Stable Independent living	0
ii. Transitional/Emergency Shelter	No Data
iii. Homeless	6 (homeless veterans are being processed for VASH/HUD (Section 8 housing) through the VA in Reno, NV.)

C. Employment Status

i. Employed	24
ii. Unemployed	12
iii. Disabled	15
iv. Retired	37

D. Ages

i. 16 – 25 years old	2
ii. 26 – 59 years old	23
iii. 60 years and older	48

6. Provide a description of each support group for veteran and families that occurred during the reporting period, including the date, location, and the number of participants:

A. Support groups.

- i. Plumas County Veterans Collaboration meets monthly at the Veterans Hall in Quincy/Elks Lodge in Quincy. Average of 15 veterans/local providers.
- ii. American Legion Post 568 meets s monthly at the American Legion Hall in Greenville. Average 12 veterans.
- iii. American Legion Post 329 meets s monthly at the Veterans Hall in Portola. Average 9 veterans.
- iv. American Legion Post 664 meets monthly at the Veterans Hall in Chester. Average 9 veterans.
- v. VFW Post 3825 meets monthly at the Veterans Hall in Quincy. Average 8-12 veterans.
- vi. VFW Post 3758 meets monthly at the Veterans Hall in Portola. Average 6-8 veterans.

**7. Number of hours worked that were not documented (weekends, after hours, and holidays):
Average 6-10 hours per month**

Attachment 3

8' x 2' banner \$64



All Veterans & Families Welcome
Plumas County Veterans Stand Down

Saturday Sept. 22

10am – 3pm

Early Registration 9am

Onsite VA Eligibility Enrollment with copy of DD-214

Quincy Fairgrounds

204 Fairground Rd, Quincy, CA 95971

LEARN MORE @ <https://www.tpcvc.com/>

**Multiple Exhibitors Assisting Veterans
Healthcare, Legal, Veterans Benefits, and
many other services!**

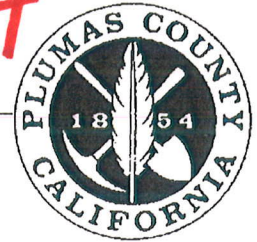
**Come for the Coffee & Donuts,
Stay for the BBQ lunch!**

**Non-perishable items and surplus gear
will be provided to our homeless vets.**



ENGINEERING DEPARTMENT

555 West Main Street • Quincy, CA 95971 • (530) 283-6209 • Fax (530) 283-6134



Robert A. Perreault, Jr.,
Plumas County Engineer

CONSENT AGENDA REQUEST

For the September 4, 2018 Meeting of the Plumas County Board of Supervisors

August 27, 2018

To: Honorable Governing Board

From: Robert Perreault, County Engineer

A handwritten signature in blue ink, reading "Robert A. Perreault, Jr.", is written over the printed name.

Subject: Consideration of Reduction and Substitute Bond Guarantee for the Foxglenn Subdivision, Phase 2 Wastewater Treatment & Disposal replacement Bonds (APN 103-140-025).

Background:

On August 14, 2002, the Plumas County Zoning Administrator conditionally approved a Tentative Subdivision Map, Entitled, "Tentative Subdivision Maps for Foxglenn, Phase 2, A Portion of Foxwood." The subdivision consisted of 52.97 acres, divided into 25 lots for single-family use, with a 43.44 Designated Remainder. The subdivision is located at 1696 County Road A-13, Lake Almanor, CA. The Assessor Parcel Number is 103-140-025.

Thereafter, the Developer, Foxwood Almanor LLC, prepared a Set of Improvement plans, "Foxwood Wastewater Treatment & Disposal, Phase 1", dated May 30, 2003, which was reviewed and approved by the County Engineer. At that time, the Developer commenced construction of Phase 1A.

On June 3, 2003, the Board of Supervisors authorized security, in the form of bonds in the amount of \$549,800.

Foxwood Almanor LLC is requesting to substitute replacement bonds due to the current bonding company no longer providing bonding services. The existing bonds are for \$549,800 by Insurance Company of the West. The replacement bonds are for \$404,906 and are issued by SureTec Insurance Company. This reduction is due to revised engineer's estimate dated July 30, 2018 and the completion of phase 1a wastewater disposal. The substitute Labor and Material Payment and Performance Bonds have been reviewed and approved by County Counsel.

The replacement bonds for Foxglenn, Phase 2 now includes specific verbiage on Foxwood Waste Water Treatment and disposal Phase 1b and Cedarwood Phase 1 and 2.

Recommendation:

The County Engineer respectfully recommends that the Plumas County Board of Supervisors adopt a motion to accept the replacement of the substitute bonds for the subject subdivision in accordance with the attached documents.

Attachments:

Labor and Material Payment Bond and Performance Bond, Insurance Company of the West
Labor and Material Payment Bond and Performance Bond, SureTec Insurance Company

Bond Number: 4400787

Premium: \$4,251.00

PERFORMANCE BOND

WHEREAS, The Board of Supervisors of the County of Plumas, State of California, and Foxglenn Almanor, LLC (hereinafter designated as "Principal") have entered into an agreement whereby principal agrees to install and complete certain designated public improvements, which said agreement, dated 7/13/2004, and identified as project * Foxglenn, Phase 2 is hereby referred to and made a part hereof; and Wastewater Treatment & Disposal

WHEREAS, Said principal is required under the terms of said agreement to furnish a bond for the faithful performance of said agreement;

NOW, THEREFORE, We, the principal and SureTec Insurance Company, as surety, are held and firmly bound unto the County of Plumas, hereinafter called "The County", in the penal sum of Four Hundred Four Thousand, Nine Hundred Six***** *\$404,906.00***** lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, successors, executors and administrators, jointly and severally firmly by these presents.

The condition of this obligation is such that if the above bound principal, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and provisions in the said agreement and any alteration thereof made as therein provided, on his or their part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless the County, its officers, agents and employees, as therein stipulated, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

As part of the obligation secured hereby and in addition to the face amount specified therefore, there shall be included costs and reasonable expenses and fees, including reasonable attorney's fees, incurred by county in successfully enforcing such obligation, all to be taxed as costs and included in any judgment rendered.

The surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the agreement or to the work to be performed thereunder or the specification accompanying the same shall in any wise affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the agreement or to the work or to the specifications.

IN WITNESS WHEREOF, this instrument has been duly executed by the principal and surety above named, on July 13, 2018

Foxglenn Almanor, LLC,
a California limited liability company

By: 

PRINCIPAL

SureTec Insurance Company

By: 

Sandra R. Black, Attorney-in-Fact

*Foxwood Waste Water Treatment and Disposal Phase 1b and Cedarwood Phase 1 and 2

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

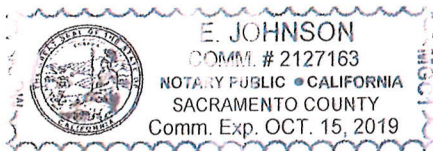
STATE OF CALIFORNIA

County of Sacramento

On 7-13-18 before me, E. Johnson, Notary Public,
Date Insert Name of Notary exactly as it appears on the official seal

personally appeared Sandra R. Black

Name(s) of Signer(s)



Place Notary Seal Above

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.

Signature E. Johnson
Signature of Notary Public

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of the form to another document.

Description of Attached Document

Title or Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: Sandra R. Black

- ☐ Individual
☐ Corporate Officer — Title(s): _____
☐ Partner ☐ Limited ☐ General
☒ Attorney in Fact
☐ Trustee
☐ Guardian or Conservator
☐ Other: _____

RIGHT THUMBPRINT
OF SIGNER

Top of thumb here

Signer is Representing:
SureTec Insurance Company

Signer's Name: _____

- ☐ Individual
☐ Corporate Officer — Title(s): _____
☐ Partner ☐ Limited ☐ General
☐ Attorney in Fact
☐ Trustee
☐ Guardian or Conservator
☐ Other: _____

RIGHT THUMBPRINT
OF SIGNER

Top of thumb here

Signer is Representing:

SureTec Insurance Company

LIMITED POWER OF ATTORNEY

Know All Men by These Presents, That SURETEC INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Texas, and having its principal office in Houston, Harris County, Texas, does by these presents make, constitute and appoint

Sharon J. Rusconi, Sandra R. Black

its true and lawful Attorney-in-fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include waivers to the conditions of contracts and consents of surety for, providing the bond penalty does not exceed

Five Million and 00/100 Dollars (\$5,000,000.00)

and to bind the Company thereby as fully and to the same extent as if such bond were signed by the President, sealed with the corporate seal of the Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney-in-Fact may do in the premises. Said appointment shall continue in force until 12/31/2018 and is made under and by authority of the following resolutions of the Board of Directors of the SureTec Insurance Company:

Be it Resolved, that the President, any Vice-President, any Assistant Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

Attorney-in-Fact may be given full power and authority for and in the name of and of behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements or indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and effected by the Corporate Secretary.

Be it Resolved, that the signature of any authorized officer and seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signature or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached. (Adopted at a meeting held on 20th of April, 1999.)

In Witness Whereof, SURETEC INSURANCE COMPANY has caused these presents to be signed by its President, and its corporate seal to be hereto affixed this 20th day of February, A.D. 2017.

State of Texas
County of Harris

ss:

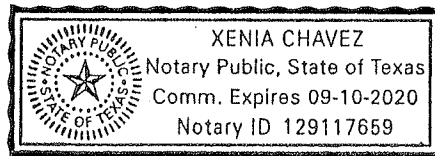


SURETEC INSURANCE COMPANY

By: _____

John Knox Jr., President

On this 20th day of February, A.D. 2017 before me personally came John Knox Jr., to me known, who, being by me duly sworn, did depose and say, that he resides in Houston, Texas, that he is President of SURETEC INSURANCE COMPANY, the company described in and which executed the above instrument; that he knows the seal of said Company; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said Company; and that he signed his name thereto by like order.



Xenia Chavez, Notary Public

My commission expires September 10, 2020

I, M. Brent Beaty, Assistant Secretary of SURETEC INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Company, which is still in full force and effect; and furthermore, the resolutions of the Board of Directors, set out in the Power of Attorney are in full force and effect.

Given under my hand and the seal of said Company at Houston, Texas this 13th day of July, 2018, A.D.

M. Brent Beaty, Assistant Secretary

Any instrument issued in excess of the penalty stated above is totally void and without any validity.
For verification of the authority of this power you may call (713) 812-0800 any business day between 8:00 am and 5:00 pm CST.

Bond Number: 4400787

Premium Included in Performance Bond

LABOR AND MATERIAL PAYMENT BOND

Whereas, County of Plumas, State of California (hereinafter designated as "Obligee"), and Foxglenn Almanor, LLC (hereinafter designated as "Principal") have entered into an agreement whereby Principal agrees to install and complete certain designated public improvements, which said agreement, dated 7/13/04, and identified as project * Foxglenn, Phase 2 is hereby referred to and made a part hereof; and Wastewater Treatment & Disposal

Whereas, under the terms of said agreement, Principal is required, before entering upon the performance of the work, to file a good and sufficient Payment Bond with the Obligee to secure the claims to which reference is made in Title 15 (commencing with Section 3082) of Part 4 of Division 3 of the Civil Code of the State of California.

Now, therefore, said Principal and SureTec Insurance Company (hereinafter designated as "Surety") are held and firmly bound unto the Obligee and all contractors, subcontractors, laborers, materialmen and other persons employed in the performance of the aforesaid agreement and referred to in the aforesaid Code of Civil Procedure in the sum of Four Hundred Four Thousand, Nine Hundred Six***** (\$404,906.00), for materials furnished or labor thereon of any kind, or for amounts due under the Unemployment Insurance Act with respect to such work or labor, that said Surety will pay the same in an amount not exceeding the amount hereinabove set forth, and also in case suit is brought upon this bond, will pay, in addition to the face amount thereof, costs and reasonable expenses and fees, including reasonable attorney's fees, incurred by Obligee in successfully enforcing such obligation, to be awarded and fixed by the court, and to be taxed as costs and to be included in the judgment therein rendered.

It is hereby expressly stipulated and agreed that this bond shall inure to the benefit of any and all persons, companies and corporations entitled to file claims under Title 15 (commencing with Section 3082) of Part 4 of Division 3 of the Civil Code, so as to give a right of action to them or their assigns in any suit brought upon this bond.

Should the condition of this bond be fully performed, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

The Surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of said agreement or the specifications accompanying the same shall in any manner affect its obligations on this bond, and it does hereby waive notice of any such change, extension, alteration or addition.

In witness whereof, this instrument has been duly executed by the Principal and Surety above named, on July 13, 2018

Foxglenn Almanor, LLC
a California limited liability company

By: Roger Mahoney (Seal)
PRINCIPAL

SureTec Insurance Company

By: Sandra R. Black
Sandra R. Black, Attorney-in-Fact

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA

County of Sacramento

On 7-13-18 before me, E. Johnson, Notary Public,
Date Insert Name of Notary exactly as it appears on the official seal

personally appeared Sandra R. Black

Name(s) of Signer(s)



Place Notary Seal Above

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.

Signature

Signature of Notary Public

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of the form to another document.

Description of Attached Document

Title or Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: Sandra R. Black

- ☐ Individual
☐ Corporate Officer — Title(s): _____
☐ Partner ☐ Limited ☐ General
☒ Attorney in Fact
☐ Trustee
☐ Guardian or Conservator
☐ Other: _____

RIGHT THUMBPRINT
OF SIGNER

Top of thumb here

Signer is Representing:
SureTec Insurance Company

Signer's Name: _____

- ☐ Individual
☐ Corporate Officer — Title(s): _____
☐ Partner ☐ Limited ☐ General
☐ Attorney in Fact
☐ Trustee
☐ Guardian or Conservator
☐ Other: _____

RIGHT THUMBPRINT
OF SIGNER

Top of thumb here

Signer is Representing: _____

SureTec Insurance Company

LIMITED POWER OF ATTORNEY

Know All Men by These Presents, That SURETEC INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Texas, and having its principal office in Houston, Harris County, Texas, does by these presents make, constitute and appoint

Sharon J. Rusconi, Sandra R. Black

its true and lawful Attorney-in-fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include waivers to the conditions of contracts and consents of surety for, providing the bond penalty does not exceed

Five Million and 00/100 Dollars (\$5,000,000.00)

and to bind the Company thereby as fully and to the same extent as if such bond were signed by the President, sealed with the corporate seal of the Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney-in-Fact may do in the premises. Said appointment shall continue in force until 12/31/2018 and is made under and by authority of the following resolutions of the Board of Directors of the SureTec Insurance Company:

Be it Resolved, that the President, any Vice-President, any Assistant Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

Attorney-in-Fact may be given full power and authority for and in the name of and of behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements or indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and effected by the Corporate Secretary.

Be it Resolved, that the signature of any authorized officer and seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signature or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached. (Adopted at a meeting held on 20th of April, 1999.)

In Witness Whereof, SURETEC INSURANCE COMPANY has caused these presents to be signed by its President, and its corporate seal to be hereto affixed this 20th day of February, A.D. 2017.

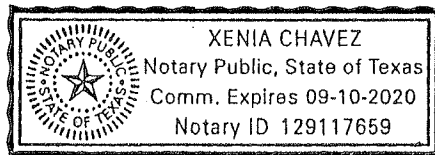


SURETEC INSURANCE COMPANY

By: John Knox Jr., President

State of Texas ss:
County of Harris

On this 20th day of February, A.D. 2017 before me personally came John Knox Jr., to me known, who, being by me duly sworn, did depose and say, that he resides in Houston, Texas, that he is President of SURETEC INSURANCE COMPANY, the company described in and which executed the above instrument; that he knows the seal of said Company; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said Company; and that he signed his name thereto by like order.



Xenia Chavez
Xenia Chavez, Notary Public
My commission expires September 10, 2020

I, M. Brent Beaty, Assistant Secretary of SURETEC INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Company, which is still in full force and effect; and furthermore, the resolutions of the Board of Directors, set out in the Power of Attorney are in full force and effect.

Given under my hand and the seal of said Company at Houston, Texas this 13th day of July, 2018, A.D.

M. Brent Beaty
M. Brent Beaty, Assistant Secretary

Any instrument issued in excess of the penalty stated above is totally void and without any validity.
For verification of the authority of this power you may call (713) 812-0800 any business day between 8:00 am and 5:00 pm CST.



DEPARTMENT OF FACILITY SERVICES & AIRPORTS

198 ANDY'S WAY, QUINCY, CALIFORNIA 95971-9645
(530) 283-6299 FAX: (530) 283-6103

JA

Kevin Correia
Director

Board Meeting: September 4, 2018

To: The Honorable Board of Supervisors

From: Kevin Correia, Director

Subject: Approve and Authorize Chairman of the Plumas County Board of Supervisors to sign Service agreement between Plumas County and "Hue and Cry" incorporated for inspection and monitoring of the fire systems at the County Annex building.

Background

On October 16, 2017 The Director of Facility Services entered into contract (Using Their Contract) for Monitoring and inspecting the fire equipment that Hue and Cry recently installed. A proper County contract was never issued by this office to be able to pay the monthly billing therefore we are currently delinquent back to October of 2017

Recommendation

Approve and Authorize Board Chairman to sign a service agreement (with ratification language) between the County of Plumas and Hue and Cry Incorporated for monitoring and inspection of fire systems recently installed by their company to facilitate payment of arrears and continued monitoring and inspections.



GREGORY J. HAGWOOD
SHERIFF/CORONER
DIRECTOR


Office of the Sheriff

Office of Emergency Services

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

AB

Memorandum

DATE: August 23, 2018
TO: Honorable Board of Supervisors
FROM: Sheriff Greg Hagwood 
RE: Agenda Item for the meeting of September 4, 2018

Recommended Action:

Approve and sign the Agreement for Law Enforcement Services between the City of Portola, the County of Plumas and the Plumas County Sheriff's Office.

Background and Discussion:

The City of Portola does not maintain its own police department, therefore, the City contracts with the Plumas County Sheriff's Office to provide law enforcement services.

This agreement provides services such as enforcing City codes and ordinances that would not be enforced by the Sheriff's Office without it.

This current agreement is for the period of July 1, 2018-June 30, 2019 and the City has agreed to pay \$100,000 for services as per the agreement.

This agreement has been reviewed by County Counsel.

**AGREEMENT FOR LAW ENFORCEMENT SERVICES
BETWEEN THE CITY OF PORTOLA,
THE COUNTY OF PLUMAS,
AND THE PLUMAS COUNTY SHERIFF'S OFFICE**

THIS AGREEMENT ("Agreement") is made and entered into by and between the City of Portola, a municipal corporation organized and existing under the laws of the State of California ("City"), the County of Plumas, a political subdivision of the State of California ("County"), and the Plumas County Sheriff's Office ("PCSO"). City, County, and PCSO may be referred to hereinafter individually as "Party" or collectively as the "Parties" as the context may require.

For and in consideration of the mutual promises herein exchanged the Parties do hereby agree as follows:

1. TERM

1.1. Effective Dates. This Agreement shall be effective for a period of twelve (12) months from July 1, 2018 through June 30, 2019 unless terminated sooner as provided herein. The Plumas County Board of Supervisors and City of Portola City Council hereby ratifies this agreement with the effective date of July 1, 2018.

1.2. Renewal. At any time during the term of this Agreement the Parties may meet to evaluate the terms of this Agreement and may modify, approve and/or ratify any renewal of this Agreement to the effective date of such renewal. Any amendment shall be in writing and approved by City's City Council, County's Board of Supervisors, and the Plumas County Sheriff.

1.3. Termination. Notwithstanding the provisions of Paragraphs 1.1 and 1.2 above, any Party may terminate this Agreement upon notice in writing to the other Parties of not less than forty-five (45) days prior thereto. In the event that this Agreement is terminated for any reason, the obligations of the City and the County for mutual indemnification as set forth herein shall continue after any such termination.

2. SCOPE OF SERVICE

2.1. Duties of County. The County agrees to provide, through the Sheriff thereof and PCSO, which agrees to furnish municipal police protection within the corporate limits of the City of Portola to the extent and in the manner hereinafter set forth. The services shall encompass duties and functions of the type falling under the jurisdiction of and customarily rendered by a city police department under statutes of the State of California. Such services shall include the following:

2.1.1 Enforcement of State statutes;

2.1.2 General traffic enforcement;

2.1.3 Traffic accident investigation for accidents occurring within City limits and not falling under the jurisdiction of the California Highway Patrol;

- 2.1.4 In the event the PCSO experiences a shortage of manpower and can't fully staff itself, PCSO shall use its best efforts to continue to provide law enforcement services to the City pursuant to this Agreement and not reduce services to the City any more than it reduces services in all of the unincorporated areas of the County;
- 2.1.5 All other police and law enforcement services as the Sheriff deems necessary to maintain law and order in the City.
- 2.1.6 The Sheriff will not provide any services related to code enforcement in the City.

2.2 Duties of City. During the term of this Agreement, the Sheriff shall function as the ex officio Chief of Police for the City, unless the Sheriff, with City's consent, delegates this function and designation to a subordinate officer of PCSO. The Chief shall confer with the City Manager on all questions related to the performance of the law enforcement services to the City, except as otherwise provided herein. All direction from City to the Sheriff shall come through the City Manager.

3. REPORTS AND MEETINGS

3.1 Reports. On a monthly basis, PCSO shall provide the City Manager with a written or oral review of law enforcement activities in City. Such reviews will address: (i) services performed; (ii) crime statistics; (iii) any major incidents occurring within City within the reporting period; (iv) trends in criminal activities; and (v) any other information considered pertinent by PCSO. At no additional charge to the City, PCSO will, if requested, provide an in-person, verbal, quarterly report to the City Council, plus supplemental reports at any time that the City Manager or City Council requests additional information regarding major incidents or other significant law enforcement issues affecting City.

3.2 Prompt Notification of Serious Felonies. In the event that any serious felonies are committed within City limits, PCSO personnel may inform the City Manager as soon as is practicable. Serious felonies include, but are not limited to, homicide, manslaughter, armed robbery, arson, kidnapping, and sexual assault. Due to investigative concerns and other circumstances, the Sheriff has sole discretion in determining the time and manner in which such notification will be made.

3.3 Meetings. PCSO administration personnel will meet with the City Manager when deemed necessary by any Party. Routine questions and concerns will be addressed by City to the sergeant stationed at the Portola substation. At no additional charge to the City, PCSO personnel will attend meetings of City's City Council at least quarterly or as requested by the City Manager or City Council.

3.4 Grants. PCSO and the City of Portola will work together and collaborate on potential grant opportunities that will enhance law enforcement services inside the City of Portola.

4. SCHEDULING OF ASSIGNED DEPUTY

4.1 Hiring and Supervision. The responsibility for supervision of law enforcement services, hiring of personnel, establishing standards of performance, assignment of personnel, maintaining discipline, determining training required, maintaining personnel files, and other matters relating to the performance of services and control of personnel, shall remain with County. County is bound to abide by bargaining agreements covering County employees performing services hereunder. The City Manager will consult with PCSO regarding PCSO's scheduling and performance under this Agreement.

4.2 Investigations and Complaints. Internal Affairs investigations and citizen complaints concerning performance of services under this Agreement shall be handled and investigated by PCSO.

5. EMPLOYMENT STATUS OF ASSIGNED DEPUTY(S)

5.1 Personnel Remain County Employees. All persons employed by County to perform services pursuant to this Agreement shall be and remain County employees and shall, at all times, be under the direction and control of County. All persons employed by County to perform services pursuant to this Agreement shall be entitled solely to the rights and privileges given to County employees, and shall not be entitled, as a result of providing services required hereunder, to any rights or privileges given to City employees.

5.2 Limited Agency Relationship. For the purpose of performing services under this Agreement, and for the purpose of giving official status to the performance thereof where necessary, every County employee engaged in the performance of any service hereunder shall be deemed to be an agent of City while performing services for City, which services are within the scope of this Agreement and are purely municipal functions. Notwithstanding the agency relationship created by this provision, City shall not be liable for any act or omission of any County employee unless otherwise specifically provided elsewhere in this Agreement.

5.3 Responsibility for Direct Payment of Compensation. City shall not be liable for the direct payment of any salaries, wages, other compensation or benefits to any County personnel performing services hereunder for County or any liability other than that provided for in this Agreement.

6. COMPENSATION FOR SERVICES RENDERED

6.1 Base Payment. City shall pay the sum of \$100,000 (one hundred thousand dollars) to County for the services as described in this Agreement. Such payment is to be made within thirty (30) days after the execution of this Agreement by the Parties.

6.2 Credits.

- 6.2.1 Collection of Fees and Charges. All fees collected by PCSO related to the provision of services provided under this Agreement shall be credited to City on a pro rata basis and accounted for on a monthly basis.
- 6.2.2 Fines and Forfeitures of Bail. Fines and forfeitures of bail under Penal Code Section 1463 et seq. resulting from services performed under this Agreement shall be distributed as though the persons performing services under this Agreement were employees of City.
- 6.2.3 City Exempt from Fees. The City shall be exempt from and shall not be obligated to pay any fees for alarm permits, alarm activation or response to alarms by the Sheriff's Department for any building or facility owned by the City.

6.3 Substation Lease. As additional consideration for the services provided under this Agreement, City shall lease the building located at 324 South Gulling Street in City to PCSO for use as a substation, pursuant to the terms and conditions of the Lease pertaining thereto.

7. **INDEMNIFICATION**

7.1. Claims Arising from Sole Acts or Omissions of County. County does hereby agree to defend and indemnify City, its agents, officers and employees (hereinafter collectively referred to in this paragraph as "City"), from any claim, action or proceeding against City, arising solely out of the acts or omissions of County in the performance of this Agreement. At its sole discretion, City may participate at its own expense in the defense of any claim, action or proceeding, but such participation shall not relieve County of any obligation imposed by this Agreement. City shall notify County promptly of any claim, action or proceeding and cooperate fully in the defense.

7.2. Claims Arising From Sole Acts or Omissions of City. The City hereby agrees to defend and indemnify County, its agents, officers and employees, (hereinafter collectively referred to in this paragraph as "County"), from any claim, action or proceeding against County, arising solely out of the acts or omissions of City in the performance of this Agreement. At its sole discretion, County may participate at its own expense in the defense of any claim, action or proceeding, but such participation shall not relieve City of any obligation imposed by this Agreement. County shall notify City promptly of any claim, action or proceeding and cooperate fully in the defense.

7.3. Claims Arising From Concurrent Acts or Omissions. County hereby agrees to defend itself, and the City hereby agrees to defend itself, from any claim, action or proceeding arising out of the concurrent acts or omissions of County and City. In such cases, County and City agree to retain their own legal counsel, bear their own defense costs, and waive their right to seek reimbursement of such costs, except as provided in Section 7.5 below.

7.4. Joint Defense. Notwithstanding section 7.3 above, in cases where County and City agree in writing to a joint defense, County and City may appoint joint defense counsel to defend the claim, action or proceeding arising out of the concurrent acts or omissions of City. Joint defense counsel shall be selected by mutual agreement of County and City. County and City agree to share the costs of such joint defense and any agreed settlement in equal amounts, except as provided in paragraph 7.5 below. County and City further agree that neither party may bind the other to a settlement agreement without the written consent of both County and City.

7.5. Reimbursement and/or Reallocation. Where a trial verdict or arbitration award allocates or determines the comparative fault of the parties, County and City may seek reimbursement and/or reallocation of defense costs, settlement payments, judgments and awards, consistent with such comparative fault.

8. SUBROGATION

8.1 Reciprocal Subrogation. To the extent that County incurs any loss for which it is compensated in whole, or for more than fifty percent of its losses, by City, County shall assign its rights and interest in any claim or cross complaint that it may legally have or be entitled to assert, to City. To the extent that City incurs any loss for which it is compensated in whole, or for more than fifty percent of its loss by County, City shall assign its rights and interest in any claim or cross complaint that it may legally have or be entitled to assert, to County.

8.2 Prosecution of Assigned Claims. To the extent that County or City has assigned its rights and interest in any claim to another Party, the Party receiving the assignment shall timely prosecute any such action in good faith and with reasonable diligence. If any recovery is obtained the Parties shall equitably share in any such recovery to the extent of their interests.

9. RIGHT TO AUDIT RECORDS

Upon reasonable notice, any Party shall have the right to inspect and audit any records maintained by any other Party relevant to this Agreement, to the extent allowed by law.

10. SPECIAL EVENT SERVICES

At the request of City, or at the request of community organizations or private individuals with written concurrence of the City Manager, PCSO may agree to provide extra law enforcement/ security services for special events and functions occurring within the City. If PCSO provides such extra services, it shall do so in the same basis that it provides similar services in the unincorporated areas of the County.

11. INTERNAL POLICIES

If requested by PCSO or the City Manager, an internal policy memorandum may be entered into by and between PCSO and the City Manager with respect to questions relating to the

provision of service under this Agreement. The policy will set forth the question raised and agreements reached in resolution of the question. The intent and purpose of each such policy shall be to implement, interpret, or clarify administratively one or more provisions of this Agreement. No such policy shall have the effect of amending this Agreement unless an amendment to this Agreement is approved in writing by the City Council and the County Board of Supervisors. In the event of any inconsistency between the terms of such policy and the terms of this Agreement, the terms of this Agreement shall prevail.

12. AMENDMENTS

No addition to, or alteration of, the terms of this Agreement, whether by written or verbal understanding of the Parties, their officers, agents, or employees, shall be valid unless made in the form of a written amendment to this Agreement which is formally approved and executed by all Parties.

13. NOTICES

Any notices required or desired to be served by any Party upon any other Party shall be addressed to the respective Parties as set forth below, or to such other addresses as from time to time may be designated by the respective Parties:

County

Chief Administrative Officer
County of Plumas
520 Main Street, Room 309
Quincy, CA 95971

City

City Manager
PO. Box 1225
Portola, CA 96122

PCSO

Greg Hagwood, Sheriff
PO. Box 1106
Quincy, CA 95971

An information copy of any notice to County shall also be sent to:

County Counsel
County of Plumas
520 Main Street, Room 301
Quincy, CA 95971

14. SEVERABILITY

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall continue in full force and effect.

15. ENTIRE AGREEMENT

This Agreement is intended by the Parties hereto as a final expression of their understanding with respect to the subject matter hereof and as a complete and exclusive statement of the terms and conditions thereof and supersedes any and all prior and contemporaneous agreements and understandings, oral or written, in connection therewith.

16. NO OBLIGATIONS TO THIRD PARTIES

Nothing in this Agreement, or any of the addenda hereto, is intended to nor shall it create any right in any person, firm, corporation or entity, other than in the Parties hereto, including but not limited to the employees of the Parties, to any of the benefits hereunder. Nothing herein is intended to expand the duties and obligations of City, County, and/or PCSO with regard to any third parties.

17. CONSTRUCTION OF AGREEMENT

This Agreement shall be construed and enforced pursuant to the laws of the State of California.

18. ADDITIONAL DOCUMENTS AND AGREEMENTS

The Parties agree to cooperate in the execution of any additional documents or agreements that may be required to carry out the terms of this Agreement.

19. ASSIGNMENT/DELEGATION

No Party hereto shall assign, sublet, or transfer any interest in this Agreement or any duty hereunder without written consent of the other Parties, and no assignment shall be of any force or effect whatsoever unless and until the other Parties shall have so consented.

20. DISPUTE RESOLUTION

Should any dispute arise between City and County or City and PCSO concerning the terms of this Agreement, City and County or City and PCSO, as may be the case, shall meet and attempt to amicably resolve the dispute ("Informal Resolution"). Such meeting shall be held no later than ten (10) days after one Party receives written notice from another stating the existence of the dispute, describing the nature of the same, and presenting a proposed resolution to the dispute. This Agreement shall remain in effect during the pendency of the resolution of any dispute, unless it expires or is terminated pursuant to Section 1.3. If attempts at Informal Resolution are unsuccessful, the parties shall be free to pursue any remedy available to them at law.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties hereto have accepted, made and executed this Agreement upon the terms, conditions and provisions above stated the day and year first below written.

CITY OF PORTOLA

By: _____

Title: City Manager

Date: _____

ATTEST:

By: _____

Title: City Clerk

By: _____

Title: Mayor, City of Portola

Date: _____

Approved as to Form:

By: _____

Title: City Attorney

COUNTY OF PLUMAS/PLUMAS COUNTY SHERIFF'S OFFICE

By: _____

Title: Sheriff

Date: _____

ATTEST:

By: _____

Title: Clerk of the Board

By: _____

Title: Chair of the Board of Supervisors

Date: _____

Approved as to Form:

By:  _____

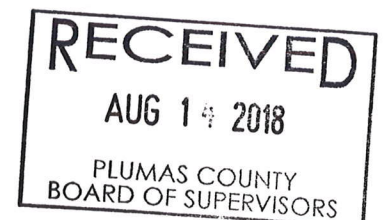
Title: County Counsel

8/22/2018

2018 Title III, Secure Rural Schools and Community Self-Determination Act
Plumas County

3A

1.	Project Title: Plumas Co. Sheriff's Office Radio Tower and Vault Project	
	Group Submitting Project: Plumas Co. Sheriff's Office	
	Requested Grant Amount: \$180,000	Funding Period: 2018-2021
	Contact Name: U/S Dean Canalia	
	Address: 1400 E Main St Quincy, CA	
	Phone: 530-283-6390	
	E-Mail: dcanalia@pcso.net	



**2018 Title III, Secure Rural Schools and Community Self-Determination Act
Plumas County**

2. **Project Summary** The FCC mandate to narrowband all land mobile radio system in frequency bands used by the Sheriff's Office and Plumas County public safety agencies had a dramatic negative affect on public safety radio reception and transmission coverage. In fact upwards of 30% of the area coverage available has disappeared after narrow banding was implemented and other areas have very diminished communications. Virtually all the areas that lost or diminished coverage are on USFS lands.

The loss of coverage has affected Search and Rescue (SAR) responses more than any other type of call for service. Almost exclusively, the areas impacted with reduced communications are on USFS lands. Now, many times we find that during SAR calls there is no communications available that can reliably reach the Sheriff's Office dispatch center directly. While at times these communication needs are routine, in almost every SAR call the victim is found and the needed radio communications becomes critical. Now this may require someone to drive, or walk, for miles to get to a place the radio works. This problem, obviously, can have a very negative affect on SAR personnel who may get hurt and can't immediately get help of for the follow-up needs of the victims that are the source of the original call for service.

The obvious fix is to move back to wide band mode and recover the coverage lost in our communication systems. This is not an option as the law no longer allows wide band radio emissions and the penalties for using wide band emissions is very high. The only viable option to fix this communication problem is to build sites with better coverage than what is available now, tie the communication system to the microwave network we have already built out and start a transition to digital radio transmissions. All of these fixes combined together will make for improved communications as proven by other agencies with similar needs and topography.

This grant application will help move forward plans to fix radio communication lost in remote areas of the county on lands managed by the USFS.

**2018 Title III, Secure Rural Schools and Community Self-Determination Act
Plumas County**

3. How does the project address the activities authorized by Title III? Check all that apply:

☐ I. Carry out activities under the Firewise Communities program to provide to homeowners in fire-sensitive ecosystems education on, and assistance with implementing, techniques in home siting, home construction, and home landscaping that can increase the protection of people and property from wildfires.

☒ II. Reimburse the participating county for search and rescue and other emergency services, including firefighting, that are (a) performed on Federal land after the date on which the use was approved and (b) paid for by the participating county.

☐ III. Develop community wildfire protection plans in coordination with the Secretary of Agriculture.

Explain: To achieve an acceptable level of search and rescue related services, reliable communications are essential. New, update towers and vaults need to be added to critical sites to help re-establish areas that have lost communication capabilities. A lack of communications in remote areas is dangerous for first responders to SAR related calls and detrimental to the search, rescue and treatment of the victims that need help. This project continues to build on similar work started with previous grants

**2018 Title III, Secure Rural Schools and Community Self-Determination Act
Plumas County**

4. **Project Workplan:** Continue to pursue special use permits and partner governmental agencies to bring the project to completion. The federal permit process is lengthy and cumbersome, but there is buy in from federal agencies that have put the process on a faster track. Final approvals are expected soon and new special use permits will be submitted for additional projects.

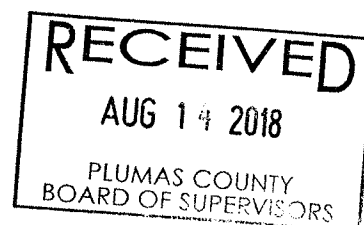
Once the permit is in hand, build out should only take about four months, weather permitting. It is our goal to contact for services for all projects using the same vendor to streamline the project timeline.

- 5 **Project Budget:**

Purchase, and Install Radio Vaults and Towers	\$180,000
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2018 Title III, Secure Rural Schools and Community Self-Determination Act Plumas County

1.	Project Title: Plumas Co. Sheriff's Office Search and Rescue Reimbursement Project		
	Group Submitting Project: Plumas Co. Sheriff's Office		
	Requested Grant Amount: \$22,510	Funding Period: 2018-2021	
		Contact Name: U/S Dean Canalia	
		Address: 1400 E Main St Quincy, CA	
		Phone: 530-283-6390	
		E-Mail: dcanalia@pcso.net	
2.	<p>Project Summary The Plumas County Sheriff's Office and Plumas County Search and Rescue are the primary responders to all search and rescue (SAR) related missions within the County. Due to the significant amount of federal land in the County, almost all SAR related calls end up being on USFS controlled land. The Plumas County Sheriff's Office Dispatch Center coordinated response to these calls with all agencies, within and outside of Plumas County.</p> <p>With current economic issues, many times available personnel to handle these calls are lacking and the missions are not staffed adequately without depleting overtime funding. This in turn would tax the existing budget and threaten general law enforcement service responses. The Sheriff's Office is seeking these funds to adequately respond to SAR related calls on federal land with enough staff to handle the mission. This provides the best service possible with available resources for the residents and visitors to Plumas County in a timely and professional manner during these emergencies.</p>		



**2018 Title III, Secure Rural Schools and Community Self-Determination Act
Plumas County**

3. How does the project address the activities authorized by Title III? Check all that apply:

☐ I. Carry out activities under the Firewise Communities program to provide to homeowners in fire-sensitive ecosystems education on, and assistance with implementing, techniques in home siting, home construction, and home landscaping that can increase the protection of people and property from wildfires.

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☐ III. Develop community wildfire protection plans in coordination with the Secretary of Agriculture.

Explain: The Plumas County Sheriff's Office is responsible for all SAR related activities in Plumas County. Both paid and volunteer resources respond to SAR related calls on federal lands, with the response coordinated through the Sheriff's Office Dispatch Center. The Sheriff's Office is seeking reimbursement for actual expenses incurred during the SAR calls on USFS lands, as well as other related emergency responses. This includes wages and benefits for those involved Sheriff's employees, mileage, fuel, repair or replacement of equipment damaged or destroyed and training of department personnel

**2018 Title III, Secure Rural Schools and Community Self-Determination Act
Plumas County**

4. **Project Workplan:** By using established financial tracking mechanisms currently in place within the Sheriff's Office, the Sheriff will use these funds to cover salaries and benefits of Sheriff Office employee's involved in the dispatch, and response to SAR and other related emergency calls on federal lands. The funds will also be used to reimburse actual expenses incurred in these missions as they relate to vehicle repair, replacement, fuel, incidental expenses and repairing or replacing damaged or destroyed SAR equipment.

The utilization of these funds allows the Sheriff's Office to staff missions effectively without undue negative impact on existing budgets, which have already been reduced to a point where basic services are in jeopardy.

2018 Title III, Secure Rural Schools and Community Self-Determination Act
Plumas County

5 Project Budget:

Salaries and benefits	\$18,000
Equipment repair and replacement	\$2,000
Vehicle Repair, Maintenance and Fuel	<u>\$3,510</u>
Total	\$22,510

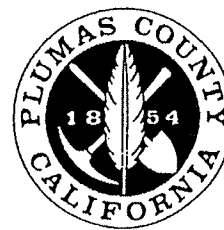


Erin Metcalf
Chief Probation Officer

County of Plumas

Department of Probation

270 County Hospital Rd. #128,
Quincy, California, 95971



Phone: (530)283-6200
FAX: (530)283-6165

4

DATE: August 16, 2018

TO: Honorable Board of Supervisors

FROM: Erin Metcalf, Chief Probation Officer

SUBJECT: Community Corrections Partnership (CCP) Public Safety Realignment Budget for 2018-2019

Recommendation:

Accept the Recommendation from the Executive Committee of the Community Corrections Partnership (CCP) to approve Public Safety Realignment Budget for 2018-2019.

Background:

On August 15, 2018, the Executive Committee voted on recommended funding for partner agencies and community based agencies totaling \$1,044,444.00 for the 2018-2019 budget year. It is respectfully recommended that the Board of Supervisors approve the funding recommendation.

CCP Budget Requests FY 2017-18 & 2018-19

Partner	Amt. Received	Bal. Unspent	Requested	Difference Between		2018-2019	
	2017-2018	In 2017-18	2018-2019	2017-18 & 2018-19		AMT. RECOMMENDED	BY SUB-COMMITTEE
Sheriff's Department	537,246.00	-	469,678.00	(67,568.00)		469,678.00	
Plumas Co. Behavioral Health	67,475.00	-	67,475.00	-		67,475.00	
*** Probation Department	207,885.00	31,412.81	209,526.00	1,641.00		209,526.00	
District Attorney's Office	65,097.00	2,916.07	134,008.00	68,911.00		134,008.00	
PCIRC - 24/7 Dad Program	20,824.00	6,187.39	25,000.00	4,176.00		20,824.00	
PCIRC - Ohana House	45,000.00	-	48,000.00	3,000.00		45,000.00	
PCIRC - Pathways Home	41,200.00	-	60,000.00	18,800.00		41,200.00	
Alliance for Workforce AFWD	25,000.00	-	25,000.00	-		25,000.00	
Literacy Program	37,939.00	21,732.00	31,733.00	(6,206.00)		31,733.00	
Total	1,047,666.00	62,248.27	1,070,420.00	22,754.00		1,044,444.00	

*** Probation Department's Funding Request of \$367,526 includes PCIRC DAD, PCIRC Ohana House, PCIRC Pathways Home and AFWD fund requests. The actual request for just the Probation Dept. is as stated above.

Plumas County



Public Safety Realignment Implementation Plan Revised 2017/18

Executive Committee of the Community Corrections Partnership

Erin Metcalf, Chief Probation Officer (Chair)

Deborah W. Norrie, Court Executive Officer, Superior Court of California-County of Plumas

Douglas Prouty, Public Defender

David Hollister, District Attorney

W. Robert Brunson, Behavioral Health Director

Greg Hagwood, Sheriff

The vision of the Plumas County Community Corrections Partnership is a collaborative approach to preventing crime, reducing recidivism, holding offenders accountable, and promoting a safe and healthy community by utilizing evidence-based and fiscally responsible policies and practices.

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OVERVIEW OF THE PUBLIC SAFETY REALIGNMENT ACT (AB109)

To comply with the United States Supreme Court decision to reduce prison populations, address overcrowding in California's prisons and assist in alleviating the State's financial crisis, the Public Safety Realignment Act (AB109) was signed into law on April 4, 2011. AB 109 transferred responsibility to counties for supervising certain parolees from the California Department of Corrections and Rehabilitation (CDCR) to Post-Release Community Supervision (PRCS). It also changed the sentencing options for new offenders to include housing in local jails (straight or split sentences) instead of prison. AB 109 authorized PRCS and parole revocation hearings, housing of parolees awaiting revocation hearings in local jails, and custody up to 180 days in local jails for all parolee and PRCS revocation sentences. Implementation of the Public Safety Realignment Act began October 1, 2011.

Simultaneously, Section 1230.1 of the California Penal Code designated a local Community Corrections Partnership to oversee a county's Public Safety Realignment Plan. Consistent with local needs and resources, recommendations should maximize the effective investment of criminal justice resources in evidence-based correctional programs and sanctions.

Key Elements of AB 109

Post-Release Community Supervision (PRCS): Offenders released from state prison on or after October 1, 2011, after serving a sentence for a current non-violent or non-serious offense, and/or as a non-registerable sex offense, regardless of prior convictions, are subject to PRCS for a period not to exceed three years.

Custody and Mandatory Supervision: Offenders sentenced for a non-violent, non-serious, or non-high risk sex offense after October 1, 2011, will serve sentences in a county jail by means of either a straight commitment or a split sentence (combination of custody time and mandatory supervision time).

PRCS and Mandatory Supervision Revocations Heard and Served Locally: Effective October 1, 2011, petitions to revoke post-release community supervision and mandatory supervision are filed with the Plumas County Superior Court by the Probation Department. Any jail time imposed as a result of the revocation is served in the local custody and cannot exceed 180 days.

Parole Violations and Revocations: Effective October 1, 2011, individuals violating the conditions of their parole serve up to six months in jail instead of being returned to state prison. Effective July 1, 2013, all parole revocations will be filed and heard in the Plumas County Superior Court.

Enhanced Local Custody Alternatives: The legislation encourages and supports alternatives to local jail custody with programs including work release and home electronic monitoring and pretrial services.

Community-Based Sanctions: The legislation authorized counties to use a range of intermediate sanctions to hold offenders accountable and mitigate the need for revocation hearings. Intermediate sanctions are typically progressive and may include more frequent incarceration in the county jail for no more than ten days, as well as other options.

Felony Probation: The Probation Department has continued to supervise defendants with suspended sentences and grants of formal probation. In the event a formal probationer's suspended sentence is executed, they will go into custody either locally or serve a prison sentence in which case, once released, could be placed on PRCS and returned to the Probation Department for supervision. Under Penal Code Section 1170(h), certain eligible, convicted felons sentenced to state prison, to be served in county jail will not have any period of supervision after they complete their custody time; or under a split sentence, a felon will not have any supervision after his or her county jail time and the mandatory supervision period, which is supervised by the Probation Department.

Community Corrections Partnership

By law, the Executive Committee of the CCP is responsible for developing the Plan for implementation of AB 109, overseeing the Realignment process and implementing the local plan. The CCP Executive Committee recommends the Plan to the Board of Supervisors and is responsible for advising the Board of Supervisors regarding funding, implementation and outcomes of the Plan.

The CCP Executive Committee meets regularly and recognizes the need for county and community partners to work together to effectively provide services for this population. The Executive Committee will continue to meet regularly to address the needs of this population.

The CCP's intent is to provide a plan which addresses the challenge of criminal offending by using evidence-based practices. Successful approaches to supervising this population of offenders requires an assessment of the risk and needs of the individual offender and the development of a plan to provide services and supports which address the offender's risk and needs in order to curb recidivism.

Serving time in custody or community supervision by itself is insufficient to reduce criminal activity. Successful reduction of criminal behavior must include targeting the risk factors that contribute to criminal activity or "criminogenic needs." Criminogenic needs are dynamic risk factors that are proven through research to affect recidivism. Effective correctional treatment should target criminogenic needs in the development of a comprehensive case plan. Current practice indicates that treatment not targeting criminogenic needs can be counter-productive to effectiveness. Top criminogenic needs in Plumas County include:

- Substance Abuse
- Mental Health
- Attitudes and Behaviors
- Employment/Financial Stability
- Education
- Housing

Primary Goals:

- Enhance the safety of the community of Plumas County
- Identify offenders with the highest risk to reoffend using evidence-based assessment tools

- Provide intensive supervision
- Use evidence-based assessment tools to identify criminogenic needs and use this to address those needs with evidence-based programs and services.
- Increase offender accountability through effective use of intermediate sanctions, custody, and alternatives to custody.

FUNDING AND BUDGETS

The Community Corrections Subaccount was created within 2011 Public Safety Realignment statutes. Article XIII, Section 36(a)(1) defines "Public Safety Services" to include, among other activities, employing and training public safety officials, including law enforcement personnel; managing local jails; and providing housing, treatment, and services for, and supervision of, juvenile and adult offenders.

Under Section 36(a)(2), 2011 Realignment Legislation implementing Section 36 must provide local agencies with maximum flexibility and control over the design, administration, and delivery of Public Safety Services consistent with federal law and legislative funding requirements. Section 17.5(a)(7) of the Penal Code, as part of 2011 Realignment Legislation, further states: "Fiscal policy and correctional practices should align to promote a justice reinvestment strategy that fits each county. 'Justice reinvestment' is a data-driven approach to reduce corrections and related criminal justice spending and reinvestment is to manage and allocate criminal justice populations more cost-effectively, generating savings that can be reinvested in evidence-based strategies that increase public safety while holding offenders accountable."

Plumas County received \$253,766.00 of Public Safety Realignment funding for the period October 2011 through June 2012.

Plumas County's allocation was \$674,595.00 for FY 2012-2013, \$561,638.00 for FY 2013-2014, \$848,652.00 for FY 2014-2015, \$768,845.00 for FY 2015-2016, and \$764,444.00 for FY 2016-2017.

Public Safety Realignment funding is designed to cover significant aspects of shifting the offender population from state prison to county supervision including:

- Incarceration of low-level offenders in county jails rather than state prisons
- Management of parolees in revocation status who are incarcerated in jails
- Supervision responsibilities for state prison inmates released to PRCS and those placed on Mandatory Supervision
- Sanctions for those on PRCS prior to revocation
- Exploring alternatives to revocation for mandatory supervision
- Providing programs and alternatives to incarceration to meet the identified rehabilitative needs of the offender population.

Previous Budget FY 16/17:

- | | |
|---------------------------|-----------|
| • Plumas County Sheriff | \$361,594 |
| • Plumas County Probation | \$177,069 |

• Plumas County District Attorney	\$185,839
• Alliance for Workforce Development	\$25,000
• PCIRC – Pathways Home	\$40,000
• PCIRC – Ohana House	\$28,064
• PCIRC – 24/7 Dad	\$22,509
▪ Plumas County Literacy	\$22,410

Current Budget:

• Plumas County Sheriff	\$537,245
• Plumas County Probation	\$207,885
• Plumas County District Attorney	\$65,097
• Behavioral Health	\$152,742 (Requested but withdrawn)
• Alliance for Workforce Development	\$25,000
• PCIRC – Pathways Home	\$41,200
• PCIRC – Ohana House	\$45,000
• PCIRC - 24/7 Dad	\$20,824
• Plumas County Literacy	\$37,939

OVERVIEW OF PROGRAMS AND IMPLEMENTATION STRATEGIES

The Probation Department has had limited success in implementing evidence-based practices and this includes training staff and lack of a focused, strategic plan to support such change. However, staff is dedicated to strategies to promote positive behavior change in offenders, reduce recidivism and ultimately enhance community safety. Some progress has been made in the past several months toward fully implementing evidence-based practices in the Probation Department.

Community Supervision and Case Management: Probation Department staff investigate, assess, and supervise offenders. Probation staff use the Static Risk Assessment (SRA) to assess those defendants prior to sentencing, who are not recommended for a prison commitment. Staff also assess offenders who are released in the community under PRCS and the CDCR pre-release packet is reviewed. Based on risk scores, offenders are assigned to the appropriate caseload. Those released under PRCS are placed on a PRCS caseload. Caseloads with offenders who are designated as high-risk to reoffend are not currently capped, but should be. As the Probation Department moves forward, high risk caseloads will be restricted to thirty offenders per Probation Officer. Offenders placed on high-risk supervision caseloads will be assessed using the Offender Needs Guide (ONG), an evidence-based assessment tool, and referred to services targeting their top criminogenic needs. A case plan will be developed and updated as necessary with the offender, focused on their top criminogenic needs in order to assist the offender to be successful in the community, thus minimizing the risk to reoffend.

Comprehensive supervision and case management includes risk and needs assessments, needs assessment driven case planning, a variety of treatment options, use of motivational interviewing, and

swift and certain responses to violations using graduated sanctions and incentives to promote positive behavior change.

With the PRCS population, the Probation Department has the ability to release offenders after six months of compliant behavior. Prior to release from community supervision the offender will be reassessed and the results of the re-assessment will be compared with prior assessments to determine if the offender is in need of continued supervision or if termination of community supervision is appropriate. Those PRCS offenders who have not had a custodial sanction after one year of compliant behavior must be released from supervision within thirty days of the one year mark.

Intensive Field Supervision: A critical component to enhancing public safety and reducing recidivism is the intense supervision of high-risk offenders. The Probation Department faces challenges in this area with changing from previous ways of doing business, staffing, and necessary training to conduct field supervision safely, efficiently, and effectively. The Probation Department has undergone shifting perceptions of what intensive field supervision should look like. The Probation Department will continue efforts to move forward with less than lethal defense training and purchasing of new equipment such as body armor. Once achieved, continued maintenance and procurement of equipment and ongoing training will be needed.

Electronic Monitoring and GPS: This program provides a viable alternative to jail incarceration, post incarceration, and to allow offenders to maintain employment and/or schooling, obtain services, and care for their family under increased supervision. This program assists with reintegration, accountability, and monitoring.

Drug Testing: Drug testing often supplements offender drug treatment and it is traditionally part of supervision. The Plumas County Probation Department currently has drug testing locations in Quincy, Chester, and Portola. Redwood Toxicology Laboratory is contracted for presumptive test kits and confirmation lab testing.

Alternative Sentencing Program: The Alternative Sentencing Program (ASP) works with the Court, ancillary service providers and law enforcement to ensure a quality, evidence-based pretrial release, re-entry and reintegration program. When an individual is arrested, members of ASP interview the subject at the Plumas County Correctional Facility for participation in the Pretrial Release Program. By utilizing the ASP, clients are ensured safe, monitored, evidence-based assessments, referrals and services. By giving qualified defendants the opportunity to retain employment and housing as well as spend limited time in custody, ASP provides high cost savings to tax payers. ASP is proud to provide evidence-based and effective services that benefit the clients and the community at large.

The ASP's goal is to implement as early intervention Pretrial Release Program in Plumas County that will include pre-arraignment interviews, O.R. release reports, and recommendations to the Court. These services will be provided in an effort to ensure those released from custody appear for hearings as well as minimize the amount of bed space used by low risk offenders due to the increased length of stay and number of high risk offenders spending longer lengths of time in the Plumas County Correctional Facility as a result of the implementation of AB 109.

The Pretrial Release Program submits recommendations for release or detention prior to the offenders first court appearance, based on an interview with the offender, contact with any alleged victim regarding any concerns about future contact with the offender, a validated risk assessment, and the verification of the information provided at the time of booking and interview. The program works to utilize the least restrictive and most reasonable conditions necessary to ensure the offender's appearance in court without jeopardizing public safety.

Other services provided by ASP include:

- Assisting in conducting investigations including collecting, compiling, verifying and evaluating information regarding offenders' criminal history.
- Evaluate offenders' eligibility for alternative sentencing programs and services.
- Determine when a specialized program referral is appropriate and/or necessary.
- Assist in coordinating intensive case management services for assigned offenders.
- Assist with and coordinate placement of offenders into transitional housing, substance abuse, mental health and related treatment programs.
- Serve as a resource regarding the effectiveness of specific reentry programs.
- Work with the local corrections facility in the implementation and oversight of evidence-based programs in the jail as well as transition planning upon release.
- Oversee and manage all evidence-based services offered to offenders as well as through other service providers.

The Day Reporting Center (DRC) is currently closed. It was an on-site restructuring program designed to change an offender's adverse thinking patterns, provide education and job training to enable long-term employment, and hold unemployed offenders accountable during the day.

If reopened, the goals of the DRC would be to reduce offender rearrests, assist offenders in successful reentry by providing needed services, and increase public safety by holding offenders accountable. These goals would be achieved by providing skill-based learning opportunities, educational and vocational training and intensive community supervision. Participants in the DRC would:

- Reconnect with their families
- Apply for social service benefits
- Enroll in medical benefits
- Locate and maintain stable housing
- Improve educational and vocational skills
- Find and retain meaningful work
- Structure their activities within the community

Plumas County Adult Correctional Facility Services: The correctional staff have dedicated much of their time to the three newest and most successful programs at the facility. First is the STRONG assessment. Each inmate who is going to spend an extended period of time at the facility can participate in a STRONG interview/assessment to determine which would be the best programs and services to offer an inmate in

order to provide them with the best odds of not reoffending. Additionally, inmates that participate in programming and services may earn "Milestone Credits" which reduce their actual time in custody.

Second is the Alternative Custody Sentencing. Inmates who pose a low risk to the community and who have served half of their sentence can earn the ability to be placed on electronic monitoring, work release or weekend commitments.

Last, the correctional staff, in working with the Alternative Sentencing Program, are completing Pretrial release interviews and related work in order to release low risk pretrial inmates from custody prior to arraignment. This has helped reduce the jail population and speed up the court process.

Housing: One critical need which has been identified for the realignment population is stable housing. Housing options are available in Plumas County and each resource has specific criteria. Stable housing options can be a challenge for those just released from incarceration. Ohana House located in Quincy, houses homeless, male youth and high-risk teens (male and female) while Pathways Home assists offenders transition from custody into the community with housing.

Ohana House Youth Program provides emergency/transitional homes for youth, life skills classes, budgeting workshops, and experiential learning activities. Individualized case management is used to assist teens and youth in achieving their educational goals, navigate college and career plans, and achieve permanent and independent housing. Each participant receives assistance in accessing needed health and wellness services and assistance with eligibility and paperwork for social service and financial benefit programs.

Pathways Home Project addresses the housing needs of men and women who are transitioning from prison/jail and the judicial system. Participants in this program have the opportunity to access all Plumas Crisis Intervention and Resource Center programming including assistance with accessing benefits, emergency food distribution and food bank vouchers, workforce development referrals, peer counseling, resource and referrals, and community wellness center and health and mental health support. This program will compliment and align with the work of the BSCC Prop 47 Grant Program in supporting a housing first model for transitioning offenders.

Behavioral Health Department Services: This includes assessments for substance abuse and mental health services, recommendations for substance abuse and mental health services, and the services themselves. Substance abuse and mental health services are also offered to jail inmates, to include tele-psych services. Goals the Plumas County Behavioral Health Department are currently working towards include a Crisis Intervention Team, and Case Managers all certified as Addiction Specialists. Behavioral Health Department staff are in the jail daily to provide services for inmates.

Second Chance: Plumas County Literacy (PCL) provides Adult Basic Education, pre-testing assistance with the GED, English Language Learner classes and one-to-one tutoring, dyslexia remediation, MRT programs in the jail, Gardening Behind Bars, Project Read, beginning/ basic computer instruction, and more. PCL provides services and materials to clients age 16 years and older. Programs and materials are free to all learners.

Second Chance is a program designed to provide education services to adults incarcerated in Plumas County's jail. In 2011, that expanded through LSTA grants that provided for computer-iPad technology classes, ABE, GED, life skills, career exploration, job readiness, anger management, parenting, responsible living and substance abuse and recovery education. Since that time, some of those programs, including basic computers, career exploration and job readiness, ABE and GED are still in place. Using the Moral Reconation Therapy (MRT) program adopted by the District Attorney's program, trained educators offer parenting, How to Escape Your Prison, and Anger Management to incarcerated men and women. PCL also works with Feather River College in providing class opportunities, tutoring and test proctoring.

Responsible Fatherhood Initiative 24/7 Dads Project: This is an evidence-based, 12week, curriculum used to promote responsible fatherhood. The project focuses on five characteristics: self-awareness, caring for self, fathering skills, parenting skills and relationship skills. The training topics cover the following: Fathering and the 24/7 Dad, Boyhood to Manhood, Dealing with Anger, Knowing Myself (Self-Worth), Family Ties, Sex-Love-Relationships, Power and Control, Competition and Fathering, Improving my Communication Skills and Fun with Kids.

Alliance for Workforce Development (AFWD): AFWD provides employment related services and programs through the Workforce Innovation and Opportunity Act. AFWD's job center facilities are designed to connect employment, education and training into a readily available and user-friendly network of resources. AFWD provides job seekers with access to employment and training opportunities in their community and beyond. We also provide employers with a link to qualified applicants as well as various employer services to assist with human resource management. AFWD provides a single location in local communities where the public can access various public and private organizations to assist with workforce preparation needs. AFWD's goal is to assist participants in making permanent behavior changes that will help them achieve a crime-free and positive future.

Employment preparation/readiness services:

- Job search workshops
- Supervised job searches
- Career counseling and planning
- Vocational assessment
- Resume writing assistance
- Job interview preparation
- Internet job search assistance
- Access to job-search tools, including computers and internet
- Referrals to community partners such as the Plumas County Literacy, Plumas County Department of Social Services, Feather River College, Plumas Rural Services

52-Week Batterer's Program: This program, offered through Plumas Rural Services, assists both males and female offenders, supervised by the Probation Department, in their desire to stop the abusive behaviors they have chosen in the past. The primary purpose of this program is to protect those in the community who have been a victim of domestic violence. This purpose is pursued by offering skills of

accountability, healthy life choices, and non-violence relationships that respect both themselves and those who they are in a relationship with. These skills are to be used as options when coping with difficult relationship issues. Each participant's program follows a treatment plan which includes standardized elements and can have case-by-case collateral requirements designed to help increase their benefit from the program and reduce their likelihood of recidivism. This program meets all current California Penal Code 1203.097 standards regarding such programs.

Cognitive Behavior Restructuring Group: This 16 week program, offered through Plumas Rural Services, assists offenders under the supervision of the Probation Department, to look at, and learn about interplay between their thoughts, their actions, and the consequences. This purpose is pursued by offering skills of accountability, healthy life choices, and relationships that respect both themselves and those with whom they are in a relationship with. The skills are to be used as options when coping with difficult situations and relationship issues. The role of the facilitator is to assist the offenders in learning the origins, mechanisms, and consequences of their behaviors.

DATA COLLECTION

Effectively managing the Public Safety Realignment Plan includes data collection and analysis. The CCP Executive Committee will regularly review data collected by each responsible department for its specific activities.

The following data and outcome measures will be collected and reported periodically to the CCP Executive Committee and the Board of Supervisors by the end of January:

Community Supervision:

- Number of offenders with a subsequent criminal conviction while under supervision
- Number of offenders with subsequent arrests and bookings into the jail
- Number of PRCS, MS, and felony offenders under supervision
- Number of PRCS, MS, and felony offenders under supervision according to risk to reoffend level (low, moderate, high)
- Number of local prison commitments receiving straight sentence time, split sentence time, and straight supervision only time
- Number of revocation hearings initiated for technical violations and/or new crime violations
- Number of technical violations not resulting in revocations
- Number of offenders considered homeless
- Number of successful completions of supervision

Intensive Field Supervision:

- Number of offenders contacted during Intensive Field Supervision activities
- Number and types of contacts
- Number of offender searches
- Number of arrests

Court:

- Data collected pursuant to Section 13155PC

Plumas County Jail:

- Number of offenders sentenced to jail per 1170(h)PC
- Number of offenders sentenced to jail for parole revocations
- Number of offenders sentenced to jail for PRCS or MS revocations
- Number of offenders sentenced to jail for flash incarcerations
- Number of offenders released to alternative custody options
- Number of jail bookings as a result of parole violations vs. PRCS violations
- Number of failure-to-appear (FTA) warrants reported by the Court
- Number of jail bookings as a result of new local charges for offenders who are on PRCS vs. parole

Work Release:

- Number of offenders participating on work release
- Number of offenders who violate work release
- Number of offenders successfully completing work release

Electronic Monitoring:

- Number of offenders participating in EM
- Number of offenders who violate EM
- Number of offenders successfully completing EM

Day Reporting Center:

- Number of offenders participating in the DRC
- Number of offenders enrolled in programming
- Number of offenders terminated from DRC and the reason
- Treatment outcomes for participants of the DRC

Community Partners:

- Number of referrals to the program
- Number of program completions
- Number of program failures and reason why

CCP Quarterley Budget Expenditure Totals FY 18/19

Partner	Received 17-18	Requested 18-19	Difference
Sheriff's Department	537,246.00	469,678.00	(67,568.00)
Plumas Co. Behavioral Health	67,475.00	67,475.00	-
*** Probation Department	207,885.00	209,526.00	1,641.00
District Attorney's Office	65,097.00	134,008.00	68,911.00
PCIRC - 24/7 Dad Program	20,824.00	25,000.00	4,176.00
PCIRC - Ohana House	45,000.00	48,000.00	3,000.00
PCIRC - Pathways Home	41,200.00	60,000.00	18,800.00
Alliance for Workforce AFWD	25,000.00	25,000.00	-
Literacy Program	37,939.00	31,733.00	(6,206.00)
Total	1,047,666.00	1,070,420.00	22,754.00
			0.00

*** Probation Department's Funding Request of \$367,526 includes PCIRC DAD, PCIRC Ohana House, PCIRC Pathways Home and AFWD fund requests. The actual request for just the Probation Dept. is as stated above.

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JUL 25 2018
Plumas Co. Probation Dept.

ORIGINAL

Application for CCP Funds
 Face Page

Fiscal year 2018-2019

Information Requested	Response
Name of Agency	Plumas County Sheriff's Office
Agency Contact Information (operational) (name, address, telephone and e-mail)	Dean Canalia, Undersheriff 1400 E. Main Street Quincy, CA 95971 530-283-6389 dcanalia@pcso.net
Agency Contact Information (Fiscal) (name, address, phone and e-mail)	Roni Towery, Sheriff's Fiscal Officer 1400 E. Main Street Quincy, CA 95971 530-283-6396 ronitowery@countyofplumas.com
Name of Program	Sheriff AB109
Is this a new or continuing program?	Continuing
Funding Requested from CCP	\$469,678.00
Funding received from CCP in prior years (specify year and amounts)	FY 12/13 - \$211,597.00 FY 13/14 - \$308,833.00 FY 14/15 - \$361,594.00 FY 15/16 - \$361,594.00 FY 16/17 - \$361,594.00 FY 17/18 - \$537,246.00
Program Capacity (maximum number of participants program can serve)	N/A
Current Program Caseload (if applicable)	N/A

Program Narrative

Description of Applicant Agency: Briefly describe the agency's mission, the type of services provided, and the relationship of the proposed project to other projects operated by the agency. Please attach an organizational chart, which may be used to provide part of the requested information.

It is the mission of the Plumas County Sheriff's Office to serve our community by delivering fair and ethical law enforcement, protecting the innocent, apprehending criminals, maintaining public order, providing for the care and custody of prisoners, and by establishing the cause, manner, and mechanism of death in Coroner's cases. This mission is accomplished through commitment, dedication, and provision of excellent services to the residents and visitors of our community.

The Sheriff is the chief law enforcement officer of the county. The office of Sheriff is established by the California Constitution (Article XI, Section 1, Subdivision (b)) and by statute (Government Code Section 24000). The Sheriff is elected to a non-partisan office for a four-year term. The jurisdiction of the Sheriff extends throughout the county, including the City of Portola and state and federal owned property.

The Sheriff is generally charged with preserving the peace, enforcing criminal statutes, and investigating known or suspected criminal activity. The Sheriff is specifically charged by statute with the duty to serve various forms of civil process and to operate the county jail. The Sheriff is the coordinator for law enforcement, mutual aid, and is responsible for search and rescue. In Plumas County, the offices of Sheriff and Coroner are combined. Coroners' duties are defined in the California Government Code, commencing with Section 27400.

The Sheriff has the specific statutory duty to operate the county jail. The purpose of the jail is fourfold: detain persons committed in order to secure their attendance as witnesses in criminal cases; detain persons charged with crimes and committed for trial; for the confinement of persons committed for contempt or by other authority of law; and for the confinement of persons sentenced to imprisonment upon conviction for a crime (Penal Code Section 4000).

Title 4 of Part 3 of the California Penal Code governs various aspects of county jail operations. Minimum standards for the operation of local detention facilities are codified in the California Code of Regulations (CCR), Title 15, Division 1, Chapter 1, Subchapter 4, commencing with Section 1004.

The Plumas County Sheriff's Correctional Center safely houses a maximum of 67 inmates at all levels. This correctional facility, however, is outdated and designed in a linear fashion which creates safety and housing issues for the staff. Based on fluctuations in the male and female population, problem inmates and the classification of inmates, the jail capacity can rapidly decrease.

The detention facility is staffed 24 hours a day, 365 days a year by the Sheriff's Corrections Division, which consists of one Jail Commander, five Sergeants, and nineteen Correctional Officers. In addition to booking and overseeing the inmate population housed at the jail, the staff also provides additional court security when requested by the courts, and transports prisoners as needed for court appearances, medical or dental appointments, and to or from other detention facilities, including extradition transportation when needed.

Problem Statement: Describe the nature and scope of the problem the proposed project will address. Include relevant data and facts and statistics specific to the service area and/or target population to support the need for this type of service.

In 2011, the California Legislature passed and the Governor signed into law the Public Safety Realignment Act (Assembly Bill 109), which transfers responsibility for supervising specific low-level inmates and parolees from the California Department of Corrections and Rehabilitation (CDCR) to counties. AB109 took effect on October 1, 2011 and realigns three major areas of the criminal justice system. On a prospective basis, the legislation:

1. Transfers the location of incarceration for lower-level offenders (specified non-violent, non-serious, non sex offenders) from state prison to local county jail and provides for an expanded role for post-release supervision for these offenders;
2. Transfers responsibility for post-release supervision of lower-level offenders (those released from prison after having served a sentence for a non-violent, non-serious, and non-sex offense) from the state to the county level by creating a new category of supervision called Post-Release Community Supervision (PRCS);
3. Transfers the housing responsibility for parole and PRCS revocations to local jail custody.

The realignment of state prisoners and the shifting of parole violators being housed in the county jail facility have substantially increased Plumas County Sheriff's Office costs associated with housing, processing, feeding, inmate health care and out-of-custody supervision.

As a result of AB109 and the possible overcrowding and additional expenses in the county jail, alternative measures of incarceration have been implemented. Electronic monitoring, work release, etc are available and only those that do not present a risk to public safety will be considered for the programs. Work and educational programs for sentenced inmates are offered; as well as house arrest electronic monitoring programs.

In addition to the current patrol and correctional staff, the Sheriff's Office will provide two full-time deputy sheriffs and two correctional officers to monitor the inmates enrolled in these programs. These deputy sheriffs will also assist the Probation Department with its offender monitoring programs and needs, work both patrol and corrections, and serve as a liaison between the Courts, District Attorney's Office, and Probation.

Currently, Behavioral Health is scheduled to provide routine service to the jail five days per week for two hours per day to meet with inmates on an "as needed or requested basis".

Celebrate Recovery substance abuse counseling for inmates on an as needed basis for two hours every Thursday. The above listed services are available to any inmate who requests to be seen by the service provider.

On Fridays, we provide a 3-hour block of time where inmates can participate in college correspondence course, work on obtaining a General Education Diploma or start the intake process for college course.

Behavioral Health provides three one-hour group sessions for the varying populations housed at the facility on Tuesday.

Bible study occurs for one-hour blocks on Monday, Tuesday and Sunday.

On Monday, we provide three one and a half hour blocks of time for “Anger Management” for the individual populations. This course provides evidence-based programs and materials that can help clients recognize, overcome and control anger management challenges, thereby reducing criminal activity. The sessions are MRT, (Moral Recognition Therapy) certified.

On Tuesday evening there is a one-hour block of time for bible study and a one-hour block for A.A. Both are for the female inmate population.

On Tuesday evening, we provide two individual two and one half hour block of time for “Parenting”, an MRT certified course. This course offers a cognitive behavioral program to help these parents overcome their struggles and succeed. The evening course is for the male and female inmate population.

On Wednesday, there is a two and one half hour block of time for “How to escape your prison”. This is an interactive journaling exercise for inmates to address and learn to cope with their past and identify how to make changes in their behavior. How to Escape Your Prison is the primary MRT workbook used for adult offenders and adults in substance abuse treatment. The 152-page workbook is also used in programs for multiple DUI offenders. The workbook addresses all of the issues related to criminal thinking and criminal needs.

The Mise En Place which includes a culinary arts program that allows inmates the opportunity to earn a safe serve certificate, teaches basic culinary and baking skills as well as kitchen operation. The adult education classes have been streamed through Feather River College, I.S.P., (Incarcerated Student Program) and inmates can gain college credits while in custody. This program operates on Wednesday, Thursday and Friday.

On Wednesday evening there is a 24/7 Dad initiative class. This is offered to incarcerated male inmates and stresses the importance of being a father and role model in an effort to break the cycle of incarceration.

At this time we are no longer offering the S.T.R.O.N.G. assessments as we do not have access to the program. The S.T.R.O.N.G. assessment helps determine an inmate’s needs and services. This allows inmates to be placed in proper courses and services in order to best serve their rehabilitative needs.

Some inmate workers are also selected to participate in work programs off the facility grounds. This allows the inmate to gain work experience and better their chances for future employment upon release.

The current correctional facility has one room, the library that serves as the meeting room for courses and services. It can hold 10 inmates effectively, but there have been times where over 20 inmates have been in the library for services. Additional rooms in a new facility will make it possible to run multiple services and course for longer durations of time. Additional staffing will make it easier, safer and quicker in moving inmates to program spaces. Having up to date program spaces will enhance the learning environment for inmates and will help improve the recidivism rate.

Project Overview: Briefly and concisely address the following areas in the order they are given. **Not to exceed 2 pages.**

- Goals and Deliverables: State the overall goal of this measurable project (an overarching statement about what the project hopes to achieve logically linked to a problem and its causes). This section should clearly communicate the intended results of the project. Briefly state what goods or services will be delivered to the target population and how this will help to achieve the goals of the agency.

N/A

- Clients to be served by the Proposed Project: Describe the client group that will be served in the proposed project. State how many clients will be served and how they will be recruited. **AB109 inmates incarcerated at the jail and individuals on post release community supervision**
- Performance Measures: Briefly describe what performance will be measured and how it will be measured to demonstrate the effectiveness of the program. Please include any definitions or explanations of formulas or instruments used.

N /A

- Service Area: Describe the specific geographic area (i.e. town) or location (i.e. school) where the proposed services will be delivered. **Plumas County – the vast and varied terrain and scattered population of the county make providing law enforcement and supervision a challenge.**
- Proposed Project Staff: Describe the staff needed for the proposed project including administrative, direct service, and support positions as well as volunteers to the extent possible. Include a summary of the major duties of each position involved in direct service. N/A
- Collaboration for the Proposed Project: Identify the collaborative efforts that are most critical to the success of your proposed project. List the collaborations and how it will improve the service to clients. Please note that letters of cooperative agreements may be required for partnering agencies listed if this proposal is selected for funding. N/A

**PLUMAS COUNTY COMMUNITY CORRECTIONS PARTNERSHIP
PROPOSAL BUDGET DETAIL**

Personnel Costs

1. List each employee by job title or classification and salary rate. Use additional sheets as necessary.

JOB TITLE/ CLASSIFICATION	HOURS PER WEEK	HOURLY SALARY	TOTAL SALARY REQUIRED THIS FISCAL YEAR
Deputy Sheriff II	40	27.84	57,907.20
Deputy Sheriff II	40	25.24	53,921.60
Correctional Officer II	40	20.85	45,061.02
Correctional Officer II	40	18.90	39,803.40
TOTAL PERSONNEL COSTS \$			196,693.22

Overtime Costs
Holiday Pay

\$12,000.00
\$ 8,000.00

2. What are the job duties for each employee, if not apparent in the project overview (use additional sheets as necessary.)

JOB TITLE/ CLASSIFICATION	JOB DUTIES
Deputy Sheriff II	SEE ATTACHED
Deputy Sheriff II	SEE ATTACHED
Correctional Officer II	SEE ATTACHED
Correctional Officer II	SEE ATTACHED

3. Show the actual rates and amounts for each of the following:

RATE	ANNUAL AMOUNT	AMOUNT REQUIRED THIS FISCAL YEAR
FICA	9,946.55	9,946.55
Retirement	53,515.77	53,515.77
Workman's Comp	3,300.00	3,300.00
Unemployment Insurance	307.00	307.00
Health Insurance	61,238.88	61,238.88
OPEB Liability	5,097.00	5,097.00
Liability Insurance	776.00	776.00
Clothing Allowance	3,000.00	3,000.00

TOTAL EMPLOYEE RELATED BENEFITS \$ 137,181.20

Contract Services

1. Will any contract services be used? ☒ YES ☐ NO
2. With whom will the applicant contract for services?

NAME OF CONTRACTOR

AMOUNT REQUIRED THIS FISCAL YEAR

Northfork Family Medicine	10,260.00
May Nursing Services	66,500.00
Behavioral Interventions Inc	7,635.00
Joseph Schad – Medical Director	30,780.00

TOTAL CONTRACT SERVICES \$ 115,175.00

3. What are the contracted individuals or agencies specific duties and responsibilities with regard to the proposed plan?

Providing the AB109 inmate population with medical services as required by law. These amounts are based on an average AB109 inmate population of 19%. Service agreements for medical director, doctor and nursing services have been approved by County Counsel and the Board of Supervisors. BI Inc contract will provide for service and warranty for 10 GPS units & 5 Soberlink units

Include the specific level of involvement each contractor will have, by the number of hours/units and duration of services that will be provided. For example, contractor XYZ will conduct 25 group sessions of juvenile participants during the first year of operation.

Provide a copy of the form of contract to be used by the applicant. Use additional sheets as necessary.

Non Personnel Costs

1. Complete the following:

TRAVEL (Cannot exceed State Travel Costs)

AMOUNT REQUIRED THIS FISCAL YEAR

Auto Mileage: miles at /mile	
Air Transportation	
Subsistence	
Training	5,000.00

TOTAL TRAVEL \$ 5,000.00

2. Explain why the proposed travel is needed if not apparent from the project overview.

Mandatory POST & STC required training for officers

Operating Expenses

3. List anticipated expenses by category

AMOUNT REQUIRED THIS CALENDAR YEAR

Inmate Food	25,000.00
Household Expenses	5,000.00
Refuse Disposal	1,300.00
Inmate Clothing & Personal Supplies	2,500.00
Vehicle Fuel	6,000.00
Prescriptions & Pharmaceuticals *	14,000.00
Medical & Dental Expenses *	22,000.00
Testing Supplies	2,500.00
Electric Charges	7,500.00
Heating Oil	3,600.00
Propane	2,184.00
Water & Sewer Charges	5,816.00
Electronic Monitoring Expenses	4,200.00
Overhead charges	9,204.00*

TOTAL OPERATING EXPENSES \$ 110,804.00

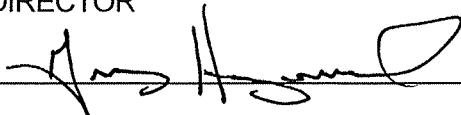
JUSTIFICATION OF OPERATING EXPENSES:

Estimated average daily inmate population at 38. Average AB109 inmate population is 7. Therefore, 19% of the inmate expenses are for AB109 inmates. The prescription, medical & dental expenses are based on the total actual cost for AB109 inmates during FY 17/18. Electronic monitoring costs are incurred to help reduce the number of inmates incarcerated as a result of realignment. Overhead costs are the county's cost plan charges to this budget.

TOTAL PROPOSAL REQUEST \$ 469,678.42

The undersigned agrees to fully comply with all the provisions established in the Request for Proposal the Plumas County Community Corrections Partnership (CCP) for the acceptance of funding.

PROJECT DIRECTOR

Signature:  Date: 7/23/18

Printed Name: Greg Hagwood Title: Sheriff

**PLUMAS COUNTY COMMUNITY CORRECTIONS PARTNERSHIP
APPLICATION FOR FUNDING**

General Instructions

Each application should include an Application Face Sheet for each project for which you are requesting funds.

Each application must:

- Be typewritten or computer generated on 8 ½ X 11 white paper in portrait format.
- Have font size no smaller than 10 no larger than 12.
- Have all pages sequentially numbered.
- Have the name of applicant/organization at top of each page.
- Submit an original and two copies of the Application.

Please submit only the information requested.

Applications are due to the Plumas County Probation Department, 270 County Hospital Road, Suite 128, Quincy, CA 95971. Applications are due by the close of business July 27, 2018.

If you have any questions please call Erin Metcalf at (530) 283-6200 or email erinmetcalf@countyofplumas.com.

RECEIVED
JUL 26 2018

Plumas Co. Probation Dept.

Application for CCP Funds
Face Page

Fiscal year 2018-2019

Information Requested	Response
Name of Agency	Plumas County Behavioral Health
Agency Contact Information (operational) (name, address, telephone and e-mail)	Tony Hobson, Ph.D., Director 270 County Hospital Rd #109 Quincy, CA 95971 (530) 283-6307 thobson@pcbh.services
Agency Contact Information (Fiscal) (name, address, phone and e-mail)	Shelley Evans-Admin. Services Officer 270 County Hospital Road #109 Quincy, CA 95971 (530) 283-6307 sevens@pcbh.services
Name of Program	Behavioral Health – Jail Services and Tele-Medicine Program
Is this a new or continuing program?	Continuing
Funding Requested from CCP	\$67,474.64
Funding received from CCP in prior years (specify year and amounts)	2017-2018 -- \$67,474.64
Program Capacity (maximum number of participants program can serve)	6-8 weekly
Current Program Caseload (if applicable)	N/A

Program Narrative

Description of Applicant Agency: Briefly describe the agency's mission, the type of services provided, and the relationship of the proposed project to other projects operated by the agency. Please attach an organizational chart, which may be used to provide part of the requested information.

"The mission of Plumas County Behavioral Health is to provide quality, accessible, culturally and personally sensitive behavioral health services, supported by sound, ethical business practices, to enhance people's ability to function effectively within their community." Plumas County Behavioral Health (PCBH) management is guided by the following principles: a) continuous learning and improvement in service delivery and administration, b) quality mental health and substance abuse services for persons of all ages, c) partnership at all levels and between all levels, d) preventive and integrative approaches for behavioral and physical health, e) dignity, respect and compassion for all persons, f) active involvement of consumers in their treatment and recovery process, and g) cooperation and support with county partners, community providers and agencies. Efficient and effective use of resources and measurable outcomes are underlying principles.

PCBH provides outpatient services for mental health and substance use disorders at the County Annex in Quincy and at its Community Wellness Centers in Portola, Greenville and Chester. Outpatient residential services for substance use treatment are funded by the Substance Abuse Prevention and Treatment/SAMHSA grants through contracted out-of-county facilities. PCBH's primary target for mental health services are Plumas County Medical beneficiaries as determined in the Mental Health Plan with the State. Services include outpatient individual and group counseling provided by PCBH staff. Inpatient mental health services are provided by hospitals and psychiatric health facilities located out of county. PCBH's electronic health record data system tracks these mental health services which are reimbursable for non-custody clients.

Problem Statement: Describe the nature and scope of the problem the proposed project will address. Include relevant data and facts and statistics specific to the service area and/or target population to support the need for this type of service.

AB 109 funding will support PCBH services provided at the County Jail. The department has been providing individual and group services at the jail using its Realignment funding and Substance Abuse Treatment funds. This funding is used to support staff for criminal justice services including Prop 36, Deferred Judgment and for alcohol and other drug related services. With the start of the Fiscal Year 17-18, there was an increase to services at the jail with the provision of Tele-med psychiatric and medications services. PCBH provided the IT equipment from previous

budgets. We are requesting funding to support the cost of the Tele-med services provided by our contract with Native American and related PCBH staffing costs for nursing and case management.

Project Overview: Briefly and concisely address the following areas in the order they are given. **Not to exceed 2 pages.**

- Goals and Deliverables: State the overall goal of this measurable project (an overarching statement about what the project hopes to achieve logically linked to a problem and its causes). This section should clearly communicate the intended results of the project. Briefly state what goods or services will be delivered to the target population and how this will help to achieve the goals of the agency.

AB 109 funds will ensure the ongoing, consistent provision of services provided by PCBH in the jail. PCBH is restricted in the use of its funding to provide in-jail services. Currently the department is already using its SAPT-BG funds and Realignment allocation for criminal justice-involved and jail clients for individual and group counseling. The AB 109 funds will support the added cost of providing Tele-med services in the jail and the associated cost of nursing staff and case management screening and documentation.

- Clients to be served by the Proposed Project: Describe the client group that will be served in the proposed project. State how many clients will be served and how they will be recruited.

The participants served will be all eligible jail clients referred to Behavioral Health to receive psychiatric services and medications. We expect to meet current requirements for ½ day of weekly services in the jail.

- Performance Measures: Briefly describe what performance will be measured and how it will be measured to demonstrate the effectiveness of the program. Please include any definitions or explanations of formulas or instruments used.

The primary and important performance measure will be the health, facility of ease and efficiency of providing services to inmates at the jail. There are cost savings and safety issues that are met by providing the services at the jail. An alternative to providing required medical services to inmates would involve the transport to the County Annex for Tele-med services.

- Service Area: Describe the specific geographic area (i.e. town) or location (i.e. school) where the proposed services will be delivered.

Services will be provided at the jail in Quincy.

- Proposed Project Staff: Describe the staff needed for the proposed project including administrative, direct service, and support positions as well as volunteers to the extent possible. Include a summary of the major duties of each position involved in direct service.

This program will have two dedicated staff members, currently a licensed vocational nurse, and case management for screening, assessment and related documentation. All other administration, budgeting, contracting and support will be provided in-kind by the Behavioral Health Department. Currently, tele-med services are a half day (4 hours) per week to clients at the jail.

- Collaboration for the Proposed Project: Identify the collaborative efforts that are most critical to the success of your proposed project. List the collaborations and how it will improve the service to clients. Please note that letters of cooperative agreements may be required for partnering agencies listed if this proposal is selected for funding.

The primary collaborative efforts critical to the success of the program will be between behavioral health and the staff at the jail. The staff has been working successfully for several years and we anticipate no changes to the successful collaboration.

**PLUMAS COUNTY COMMUNITY CORRECTIONS PARTNERSHIP
PROPOSAL BUDGET DETAIL
Personnel Costs**

1. List each employee by job title or classification and salary rate. Use additional sheets as necessary.

JOB TITLE/ CLASSIFICATION	HOURS PER WEEK	HOURLY SALARY	TOTAL SALARY REQUIRED THIS FISCAL YEAR
LVN II	4	\$21.72	\$4517.76
BH Case Management Specialist - Senior	4	\$26.43	\$5497.44

TOTAL PERSONNEL COSTS \$ 10,015.20

2. What are the job duties for each employee, if not apparent in the project overview (use additional sheets as necessary.)

JOB TITLE/ CLASSIFICATION	JOB DUTIES
LVN II	SEE ATTACHED JOB DESCRIPTION
BH Case Management Specialist - Senior	SEE ATTACHED JOB DESCRIPTION

3. Show the actual rates and amounts for each of the following:

RATE	ANNUAL AMOUNT	AMOUNT REQUIRED THIS FISCAL YEAR
FICA		\$766.16
Retirement		\$1733.28
Workman's Comp		
Unemployment Insurance		
Health Insurance		\$480.00
FICA		
Overtime		\$400.00

TOTAL EMPLOYEE RELATED BENEFITS \$ 3379.44

Contract Services

1. Will any contract services be used? ☒ YES ☐ NO

2. With whom will the applicant contract for services?

NAME OF CONTRACTOR	AMOUNT REQUIRED THIS FISCAL YEAR
Native American Mental Health Services	4 hours per week x \$260.00 per hr. = \$54,080

TOTAL CONTRACT SERVICES \$54,080

3. What are the contracted individuals or agencies specific duties and responsibilities with regard to the proposed plan?

The contractor provides tele-psychiatric services through video-conferencing at the Behavioral Health Department in Quincy and 4 hours per week at the Plumas County Jail.

Include the specific level of involvement each contractor will have, by the number of hours/units and duration of services that will be provided. For example, contractor XYZ will conduct 25 group sessions of juvenile participants during the first year of operation.

Provide a copy of the form of contract to be used by the applicant. Use additional sheets as necessary.

Non Personnel Costs

1. Complete the following:

TRAVEL (Cannot exceed State Travel Costs)	AMOUNT REQUIRED THIS FISCAL YEAR
Auto Mileage: miles at /mile	
Air Transportation	
Subsistence	
Other (describe)	

TOTAL IN-STATE TRAVEL \$ _____

2. Explain why the proposed travel is needed if not apparent from the project overview.

Operating Expenses

3. List anticipated expenses by category

AMOUNT REQUIRED THIS CALENDAR YEAR

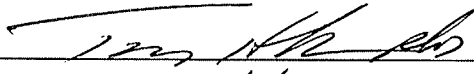
TOTAL OPERATING EXPENSES

JUSTIFICATION OF OPERATING EXPENSES:

TOTAL PROPOSAL REQUEST \$ 67474.64

The undersigned agrees to fully comply with all the provisions established in the Request for Proposal the Plumas County Community Corrections Partnership (CCP) for the acceptance of funding.

PROJECT DIRECTOR

Signature:  Date: 7-25-18
Printed Name: Tony Hobson, Ph.D Title: Behavioral Health Director

ORIGINAL

Application for CCP Funds
Face Page

Fiscal year 2018-2019

Information Requested	Response
Name of Agency	Plumas County Probation Department
Agency Contact Information (operational) (name, address, telephone and e-mail)	Erin Metcalf – Chief Probation Officer 270 County Hospital Rd. Ste. 128 Quincy CA 95971 (530)283-6200 erinmetcalf@countyofplumas.com
Agency Contact Information (Fiscal) (name, address, phone and e-mail)	Erin Metcalf – Chief Probation Officer 270 County Hospital Rd. Ste. 128 Quincy CA 95971 (530)283-6200 erinmetcalf@countyofplumas.com
Name of Program	Probation
Is this a new or continuing program?	Continuing
Funding Requested from CCP	\$367,526
Funding received from CCP in prior years (specify year and amounts)	FY 12/13 - \$164,036 FY 13/14 - \$201,845 FY 14/15 - \$201,845 FY 15/16 - \$201,845 FY 16/17 - \$292,642 FY 17/18 - \$339,909
Program Capacity (maximum number of participants program can serve)	N/A
Current Program Caseload (if applicable)	378

Program Narrative

Description of Applicant Agency: Briefly describe the agency's mission, the type of services provided, and the relationship of the proposed project to other projects operated by the agency. Please attach an organizational chart, which may be used to provide part of the requested information.

The Plumas County Probation Department is committed to protecting the community and minimizing the impact of crimes by providing high-quality professional services to the courts, offenders, and victims.

Supervision and accountability is critical to protecting the community and rehabilitating offenders. Supervision of the Post-Release Community Supervision (PRCS) and high risk felony probation populations are currently being performed between two Deputy Probation Officers and caseloads are not currently capped at a maximum number of cases.

The Probation Department supervises adult criminal offenders within the community, using techniques involving rehabilitation, accountability, and enforcement. Using evidence based assessments and approaches enables the Probation Department to identify an offender's risk of re-offending, provide appropriate level of supervision, and hold offenders accountable in order to reduce recidivism. The Plumas County Probation Department plays a vital role in the implementation and monitoring of community based punishment included in Section 3450 of the California Penal Code.

Problem Statement: Describe the nature and scope of the problem the proposed project will address. Include relevant data and facts and statistics specific to the service area and/or target population to support the need for this type of service.

Objectives and goals related to realignment will be accomplished with the utilization of evidence-based practices, to include programming, supervision, assessments, and case planning, to promote positive behavior changes and outcomes in offenders, in order to reduce recidivism.

To effectively implement AB109 legislation, Deputy Probation Officers must supervise manageable caseloads. Caseload numbers for Probation Departments range between approximately 35-50 cases per Deputy Probation Officer. Currently, the Probation Department is supervising approximately 378 adult offenders with four (4) supervision officers and one (1) Supervising Probation Officer. Currently, the Probation Department is staffed with twelve (12) ongoing employees and seven (7) extra-help employees. Those officers responsible for the supervision of high risk offenders need to have their caseloads at appropriate levels.

Domestic violence classes and the Cognitive Awareness Program are implemented but are being revised while the community service work crews and electronic monitoring programs continue as normal; Pre-release Video Conferencing (PRVC) and Courage To Change journaling programs have also been implemented. The Probation Department is working to implement the Containment Model and Sex Offender Treatment programs. The Probation Department will increase field presence and supervision for intensive supervision. In order to

complete this goal, the Probation Department will require sufficient staffing, equipment, and training.

Project Overview: Briefly and concisely address the following areas in the order they are given. **Not to exceed 2 pages.**

- Goals and Deliverables: State the overall goal of this measurable project (an overarching statement about what the project hopes to achieve logically linked to a problem and its causes). This section should clearly communicate the intended results of the project. Briefly state what goods or services will be delivered to the target population and how this will help to achieve the goals of the agency.

The overall goal is to successfully implement AB109 Realignment legislation goals. The Probation Department will provide intensive supervision to include home visits and home searches. The Probation Department will provide evidence-based assessments, graduated sanctions, interventions, drug testing, electronic monitoring, apprehension of offenders who violate the terms and conditions of their supervision, and positive incentives. The Probation Department will provide these services in order to help reduce recidivism and promote positive behavior in offenders.

- Clients to be served by the Proposed Project: Describe the client group that will be served in the proposed project. State how many clients will be served and how they will be recruited.

All criminal justice offenders who fall within the AB109 Realignment goals. These offenders will receive intensive supervision.

- Performance Measures: Briefly describe what performance will be measured and how it will be measured to demonstrate the effectiveness of the program. Please include any definitions or explanations of formulas or instruments used.

Increase public safety by decreasing the number of repeat offenders. This will be measured by the number of new convictions for an offender who falls under the Probation Department's jurisdiction for supervision.

- Service Area: Describe the specific geographic area (i.e. town) or location (i.e. school) where the proposed services will be delivered.

Plumas County is located near the northeast corner of California. Quincy, the unincorporated county seat, is about 80 miles northeast from Oroville, California, and about 85 miles from Lake Tahoe and Reno, Nevada. State highways 70 and 89 traverse the county. Plumas County is 2,553 sq. miles. The population is approximately 20,000.

- Proposed Project Staff: Describe the staff needed for the proposed project including administrative, direct service, and support positions as well as

volunteers to the extent possible. Include a summary of the major duties of each position involved in direct service.

All Adult Division staff within the Probation Department plays a role in the implementation of this program. Deputy Probation Officers are required for supervision and enforcement. Support positions are required for completion of paperwork, drug testing, and assistance to the Deputy Probation Officers to ensure work flow.

- Collaboration for the Proposed Project: Identify the collaborative efforts that are most critical to the success of your proposed project. List the collaborations and how it will improve the service to clients. Please note that letters of cooperative agreements may be required for partnering agencies listed if this proposal is selected for funding.

The Probation Department currently collaborates with local community based organizations and other county departments. Collaboration with the Plumas County Sheriff's Office is critical to the success of intensive supervision of offenders.

**PLUMAS COUNTY COMMUNITY CORRECTIONS PARTNERSHIP
PROPOSAL BUDGET DETAIL**

Personnel Costs

1. List each employee by job title or classification and salary rate. Use additional sheets as necessary.

JOB TITLE/ CLASSIFICATION	HOURS PER WEEK	HOURLY SALARY	TOTAL SALARY REQUIRED THIS FISCAL YEAR
DPO III	40	\$25.32	\$52,665
DPO II	40	\$22.98	\$47,798
DFO I	6	\$21.31	\$6,649
DFO I	2	\$18.80	\$1,955

TOTAL PERSONNEL COSTS \$ \$109,404

2. What are the job duties for each employee, if not apparent in the project overview (use additional sheets as necessary.)

JOB TITLE/ CLASSIFICATION	JOB DUTIES
Deputy Probation Officer III	SEE ATTACHED JOB DESCRIPTION
Deputy Probation Officer II	SEE ATTACHED JOB DESCRIPTION
Dept. Fiscal Officer I	SEE ATTACHED JOB DESCRIPTION
Administrative Assistant	SEE ATTACHED JOB DESCRIPTION

3. Show the actual rates and amounts for each of the following:

RATE	ANNUAL AMOUNT	AMOUNT REQUIRED THIS FISCAL YEAR
FICA		\$8,369
Retirement		\$13,130
Workman's Comp		
Unemployment Insurance		
Health Insurance		\$23,023
Other Insurance		
Other Benefits (specify)		

TOTAL EMPLOYEE RELATED BENEFITS: \$44,522

TOTAL 153,926

Contract Services

1. Will any contract services be used? ☐ YES ☐ NO

2. With whom will the applicant contract for services?

NAME OF CONTRACTOR	AMOUNT REQUIRED THIS FISCAL YEAR

TOTAL CONTRACT SERVICES \$ _____

3. What are the contracted individuals or agencies specific duties and responsibilities with regard to the proposed plan?

Include the specific level of involvement each contractor will have, by the number of hours/units and duration of services that will be provided. For example, contractor XYZ will conduct 25 group sessions of juvenile participants during the first year of operation.

Provide a copy of the form of contract to be used by the applicant. Use additional sheets as necessary.

Non Personnel Costs

1. Complete the following:

TRAVEL (Cannot exceed State Travel Costs)	AMOUNT REQUIRED THIS FISCAL YEAR
Auto Mileage: miles at /mile	
Air Transportation	
Subsistence	
Other (describe)	

TOTAL IN-STATE TRAVEL \$ _____

2. Explain why the proposed travel is needed if not apparent from the project overview.

Operating Expenses

3. List anticipated expenses by category

AMOUNT REQUIRED THIS CALENDAR YEAR

Cell Phone Service	\$800
Phone – Land Line	\$1,000
Software License	\$7,000
Safety Equipment	\$1,200
Computers	\$1,300
Office Exp	\$1,300
Professional Services	\$14,000
Electronic Monitoring	\$4,800
Prof. Svcs. – Comm. Partners	\$158,000
Ref Manual/Law, Code Books	\$200
Non-employee Incentives	\$1,000
Drug Testing	\$2,500
Drug Testing Supplies	\$9,000
Travel In-County	\$1,000
Travel Out-of-County	\$9,500
Emergent Shelter	\$1,000

TOTAL OPERATING EXPENSES \$ 213,600

TOTAL PROPOSAL REQUEST ^{#367,526}
~~\$341,226~~

The undersigned agrees to fully comply with all the provisions established in the Request for Proposal the Plumas County Community Corrections Partnership (CCP) for the acceptance of funding.

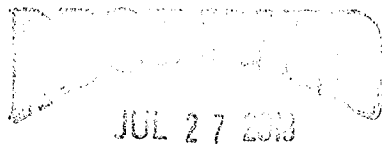
PROJECT DIRECTOR

Signature: 

Date: 7/23/18

Printed Name: Erin Metcalf

Title: Chief Probation Officer



Application for CCP Funds
Plumas County

Plumas Co. Probation Dept.

Fiscal Year 2018-2019

Information Requested	Response
Name of Agency	Plumas County District Attorney
Agency Contact Information (Operational) (name, address, telephone, e-mail)	Stephanie Tanaka 520 Main St. Rm 408 530.283.6327 stephanietanaka@countyofplumas.com
Agency Contact Information (Fiscal) (name, address, telephone, e-mail)	Sheri Johns 520 Main St. Rm 404 530.28.6303
Name of Program	Alternative Sentencing
Is this a new or continuing program?	Continued
Funding Requested from CCP	\$ 134,008
Funding received from CCP in prior years (specify year and amounts)	FY 12-13 \$28,609 (not spent) FY 13-14 \$72,360 FY14-15 \$130,000 FY 15-16 \$169,500 FY 16-17 \$185,839 FY 17-18 \$65,097
Program Capacity (maximum number of participants program can serve)	Capacity is dependent on staffing. Based on history and current staffing program capacity is approximately 30.
Current Program Caseload (if applicable)	39

Program Narrative

Description of Applicant Agency: Briefly describe the agency's mission, the type of services provided, and the relationship of the proposed project to other projects operated by the agency. Please attach an organizational chart, which may be used to provide part of the requested information.

The Alternative Sentencing Program Office is located within the District Attorney's Office. The Alternative Sentencing Program works with the Courts throughout Plumas County, ancillary service providers, non-profits as well as law enforcement to ensure a quality, evidence-based pretrial release, re-entry and reintegration program is being offered in Plumas County. When an individual is arrested members of Alternative Sentencing Program interview the subject at the Plumas County Correctional Facility for participation in the Pretrial Release program. By utilizing the Alternative Sentencing program, clients are ensured safe, monitored, evidence-based assessments, referrals and services. By helping qualified defendants the opportunity to retain employment and housing as well as limited time spent in custody, the ASP provides high cost savings to tax payers. Alternative Sentencing is proud to provide evidence-based and effective services that benefit clients and the community at large.

The goal of the Pretrial release program is to implement an early intervention pretrial release program in Plumas County that will include pre-arraignment interviews and O.R. release reports and recommendations to the Court in an effort to ensure those released from custody appear for hearings as well as minimize the amount of bed space used by low risk defendants due to the increased length of stay and number of high risk offenders spending longer lengths of time in the Plumas County Correctional Facility as a result of the implementation of AB 109.

The pretrial service program submits recommendations for release or detention prior to the offenders first court appearance, based on an interview with the offender that will, generally take place within 24 hours of booking, contact with any alleged victim (especially in domestic violence incidents) to learn of any concerns about future contact with the defendant, a validated risk assessment and the verification of the information provided at time of booking and interview. The program works to utilize the least restrictive and reasonable conditions necessary to ensure the defendant's appearance in court without jeopardizing public safety.

These guidelines and pretrial policies were formed collaboratively with input from various stakeholders in the Plumas County Criminal Justice community, including Judges, the Defense Bar, District Attorney's Office, Sheriff's Office and the Alternative Sentencing Pretrial services program.

The pretrial process consists of the following:

- Review of the program with offender to receive permission or denial to continue the interview
- Conduct pretrial interview and complete the Plumas County Pretrial services interview form (if necessary complete DUI or Domestic Violence Addendum as well as the Domestic Violence Screening Instrument (DVSI))
- Conduct evidence-based pretrial risk assessment interview - ORAS
- Complete screening for substance abuse and mental health screening tool utilizing evidence based and validated tools
- Verify the criminal history, interview information
- Contact alleged victim(s) (essential in domestic violence incidents) to learn of any concerns about future contact with the defendant
- Score assessments and interview tools to create a report for the first court appearance

Upon completion of the evaluations, interview and data collection the ASP staff will create a report outlining the findings and recommendations for release or detention, program suitability (i.e. Community treatment and appropriate referrals, as well as social service needs etc.), this report will be given to the District Attorney's Office to include in the filing of any new charges and then filed with the Court, and attorney of record (if there is one) prior to the first court appearance.

Based on the score of the assessment and interview the recommendation may be to release prior to appearing for arraignment. In these situations the ASP staff will send a PTS report to the Judge via email requesting permission to release and give a citation to appear in Court at a later date. The Judge will respond via email indicating that the release and recommendations are accepted with or without modifications or the release is denied. This response email will also include the Plumas County Correctional Staff giving them the authority to release or hold the individual in question.

The ASP will provide the following resources for offenders released through the pretrial release program based on their need and willingness and as needed.

- Referrals and monitoring of drug and alcohol testing and treatment
- Referrals and monitoring of mental health treatment
- Referrals for medical and dental treatments
- Employment training services

- Notification of upcoming court dates, and when necessary, assistance in attending court

Other services of the ASP may include:

- Assisting in conducting investigations including collecting, compiling, verifying and evaluating information regarding defendant's criminal history.
- Evaluate defendant's eligibility for alternative sentencing programs and services.
- Determine when a specialized program referral is appropriate and/or necessary.
- Assist in coordinating intensive case management services for assigned defendants.
- Assist with and coordinate placement of defendants into transitional housing, substance abuse, mental health and related treatment programs.
- Serve as a resource regarding the effectiveness of specific reentry programs.
- Work with the local Corrections facility in the implementation and oversight of evidence-based programs in the jail as well as transition planning upon release.
- Oversee and manage all evidence based services offered to offenders through the Day Reporting Center as well as through other service providers.

The ASP in the past was responsible for the creation, implementation and oversight of the Day Reporting Center where all released participants report and received services. That service concluded in 2016 when other county departments opted not to work with Criminal Justice system. The closing of the Day Reporting Center has dramatically impacted the recidivism rate within Plumas County and caused the level of services available to those criminally involved offenders to be reduced radically doing more harm than good for Plumas County.

The Plumas County Alternative Sentencing's Day Reporting Center (DRC) was an on-site cognitive restructuring program designed to change an offender's adverse thinking patterns, provide education and job training to enable long-term employment, and hold unemployed offenders accountable during the day.

The goals of the Day Reporting Center were to reduce offender rearrests, assist offenders in successful reentry by providing needed services, and increase public safety by holding offenders accountable. These goals were achieved by providing skill-based learning opportunities, educational and vocational training and intensive community supervision. Participants who reported to the Day Reporting Center experienced the following:

- Reconnection with their families
- Social service benefits
- Medical benefits
- Located and maintained stable housing
- Improved educational and vocational skills
- Found and retained meaningful work
- Structured activities within the community

Problem Statement: Describe the nature and scope of the problem the proposed project will address. Include relevant data and facts and statistics specific to the service area and/or target population to support the need for this type of service.

The 2011 Public Safety Realignment encompassed in AB109 (and subsequent clarifying legislation) stood to substantially impact local criminal justice systems and communities. If left unmanaged, the shift of the population and associated release of offenders could have had a negative impact on local public safety. On the other hand, this reform effort offered Plumas County a unique opportunity to address issues related to the implementation of services to offenders within the criminal justice system.

The criminal justice system in California has undergone extensive changes in recent years, including significant shifts in the use of state prisons and local jails. There is a national movement underway, beginning with the passage of the Judiciary Act of 1789, and subsequently followed by the U.S. Supreme Court opinion held in *Stack v. Boyle* (1951), the Comprehensive Crime Control Act of 1984, the Supreme Court's review of that Act in 1987, and most recently lead by *United States v. Salerno* (1987), to focus pretrial release and custody decisions on assessment of risk rather than an individual's ability to pay. As a result, Plumas County has committed to making changes to policies and practices as the role of incarceration within the local system is reexamined, thus allowing the Criminal Justice Partners to implement such programs before state or federally mandated.

By necessity, Plumas County Criminal Justice Partners have come together to develop pretrial release guidelines and policies that are consistent with legal and evidence-based practices, constitutional principles and California state law in order to stay ahead of the ever-changing incarceration patterns brought on by legislative change within the state.

Plumas County went the entire first year of the Public Safety Realignment implementation period with absolutely no services or oversight of the affected populations other than minimal probation supervision. With the second year of the Legislation implementation coming it became apparent that Realignment was here to stay. Plumas County District Attorney, David Hollister was seeing an increase of cases and a "revolving door" of criminals, so he approached the CCP about the creation and implementation of an Alternative Sentencing Coordinator to implement, oversee and begin Plumas County's response to Realignment.

The Alternative Sentencing Coordinator was hired as an employee of the District Attorney's Office as the District Attorney's Office provided the best logistical fit within the County's limited resources. The Alternative Sentencing Coordinator began work in November of 2012 and programs and services began in March of 2013 with the opening of the Day Reporting Center, resurgence of the Drug Court Program and Collaborative Court movement in Plumas County as well as a high level of program collaboration and accountability for all parties. Additionally, in early 2016 the Alternative Sentencing Program Manager was tasked with creating a Pretrial Release Program and that program was implemented September of that year.

This request for funding is to continue the work of the Plumas County Pretrial Release Program to expand to a full Pretrial Diversion Program and expand the ASP Bridges Program for offenders transitioning from incarceration. Begin the process of strategic planning for Alternative Sentencing within the Criminal Justice system of Plumas County and explore options for reopening of a Day Reporting Center.

This project incorporates the principals of restorative justice, trauma-informed care and recidivism reduction while providing early identification and engagement through intensive wraparound case management related to community-based supportive services including physical and mental health, alcohol and drug services and transitional and permanent housing and job skills training.

The path to successful participation, in both a pretrial diversion program and re-entry program, are riddled with obstacles including poverty, substance use disorders, chronic medical conditions, mental health issues, homelessness and a lack of affordable housing. The needs of this project are identified by current gaps in services which serve as barriers to success. This Project will continue to build and expand on the successes of the Plumas County Alternative Sentencing Program, and allow the transition to a pre-plea/pre-conviction model to address the needs of those individuals who are eligible for pretrial diversion but unlikely to succeed without intensive supportive services early on in the criminal proceedings.

The development of the Pretrial Diversion Program (PDP) and re-entry program under ASP will assist participants in maintaining housing and jobs; accessing early intervention to primary health care, mental health services, substance use disorder services and other civil legal supports. The homeless will be safely housed through a variety of emergency, transitional and permanent housing option and participants will be matched with medical homes and intensive wraparound case management will assist in reducing county recidivism rates.

Project Overview: Briefly and concisely address the following areas in the order they are given. **Not to exceed 2 pages.**

- Goals and Deliverables: State the overall goal of this measurable project (an overarching statement about what the project hopes to achieve logically linked to a problem and its causes). This section should clearly communicate the intended results of the project. Briefly state what goods or services will be delivered to the target population and how this will help to achieve the goals of the agency.

The Plumas County Alternative Sentencing Program, Pretrial Release diversion and re-entry programs will provide services to help eliminate the need for extended jail terms. The end result should be lower costs for Plumas County allowing for more bed space in the jail for offenders who are not appropriate for pretrial release and day reporting while creating transitions plans for reentry that reduce the likely the offender who remains in custody will recidivate upon release.

The goals of the ASP programs are as follows:

Plumas County Community Corrections Partnership Request for Proposal

- Improving supervision strategies that will reduce recidivism, including improvements in criminal thinking.
- Promoting and increasing collaboration and communication among agencies and officials who work in probation, pretrial, law enforcement, treatment, reentry, and related community corrections fields.
- Developing and implementing strategies for the early identification and engagement for offenders who are released back into the community on pretrial release.
- To offer an alternative to traditional incarceration for offenders who meet criteria for the program.
- To offer programming for qualified defendants to reduce offender rearrests, assist offenders in successful reentry by providing needed services, and increase public safety by holding offenders accountable.
- To provide a variety of services and referrals such as substance abuse treatment, mental health therapy, Moral Reconnection Therapy (MRT), and life skills so offenders can develop the tools to be successful in society.
- To reduce the recidivism rate among the offenders whose unlawful acts are linked to a cycle of self-defeating behaviors that lead to criminal activities, unemployment, and substance abuse.
- To expand the continuum of corrections in Plumas County by increasing the sentencing options available to the judiciary so that treatment is a viable consideration.
- To work toward creating a long term strategic plan that will allow Plumas County Criminal Justice Partners a framework for response to needs within the community.

The development of a Pretrial Diversion Program (PDP) under ASP will assist participants in maintaining housing and jobs; accessing early intervention to primary health care, mental health services, substance use disorder services and other civil legal supports. The homeless will be safely housed through a variety of emergency, transitional and permanent housing option and participants will be matched with medical homes and intensive wraparound case management will assist in reducing county recidivism rates.

- Clients to be served by the Proposed Project: Describe the client group that will be served in the proposed project. State how many clients will be served and how they will be recruited.

Clients of the Alternative Sentencing Program Pretrial Release Program are men and women over the age of 18 who are engaged in the legal system. The Day Reporting Center is for offenders who require assistance in transitioning back into the community. Both programs will target offenders who are in need of employment and educational services, drug and alcohol counseling, assistance in re-entering the community, family support, life skills, etc. Many are homeless, most are without employment and their social support systems are often part of their offending problems.

- Performance Measures: Briefly describe what performance will be measured and how it will be measured to demonstrate the effectiveness of the program. Please include any definitions or explanations of formulas or instruments used.

Project Component / Activity	Expected Outcome (Measurable)	How Progress will be Tracked (i.e. data collection)
Improve supervision strategies that will reduce recidivism including improvement in criminal thinking.	- 50% improvement in coordination and services in new cases and referrals	Data collection points include: all program participants, the activities they participate in, the length of time they are in the program and the amount of criminal activity they participate in before and after the program. Participant successes in seeking permanent housing, obtaining needed behavioral health services, securing employment, improving family relationships, attending to health issues and improved parenting practices also provide informational data for measurement. Local drug and/or alcohol arrest and criminal justice statistics will also be tracked accordingly.
Promote and increase collaboration among agencies and officials who work in pretrial, law enforcement, treatment, reentry and related corrections fields.	- 55% less likely to be arrested for a new crime while on PTR - 75% less likely to use alcohol/drugs - 65% less likely to skip appointments	
Develop and implement strategies for the early identification, targeting, and treatment of offenders that are being supervised in the community on pretrial release and diversion.	- 55% less likely to have their Bail/OR revoked - 75% improvement in Court appearance rates	
	-20% reduction in recidivism rates - 100% improvement in collaborative partnerships - 75% improvement in quality of short and long-term data collection	

- Service Area: Describe the specific geographic area (i.e. town) or location (i.e. school) where the proposed services will be delivered.

The Alternative Sentencing Program is located in Quincy. All programs serve all participants referred by the Criminal Justice System and its partners within Plumas County. Day Reporting Services are required to take place at one location as the one location will provide the counseling, ancillary service and referral services on-site as well as utilize community resources in a time and cost saving model for all parties involved. This model also has been proven to increase participation and decrease rearrests.

- Proposed Project Staff: Describe the staff needed for the proposed project including administrative, direct service, and support positions as well as volunteers to the extent possible. Include a summary of the major duties of each position involved in direct service.

The Alternative Sentencing Program currently operates with a staff of 2. Currently 1 of those positions is part time. We are requesting another full time position of a case manager through this proposal to allow for more services and that will assist in the operating of a more robust diversion and re-entry program as well as a Day Reporting Center.

The roles and positions in Alternative Sentencing are as follows:

Alternative Sentencing Manager: Under general direction administers, plans, organizes, and supervises the functions, services, and programs of Plumas County's collaborative justice programs, including the Plumas County Adult Drug Court and a variety of alternative sentencing programs under Criminal Justice Realignment as assigned; responsible for the administration of mandated treatment programs and the delivery of services; responsible for certain victim services related to AB109; provides Administrative leadership; represents these programs with state, local and community organizations and other government agencies; and does related work as required.

Community Case Manager: Under general supervision, Plan, coordinate and monitor delivery of services to clients; to facilitate social skills development and socialization; to conduct planned therapeutic activities; to provide personal assistance for clients in securing housing, food, clothing, and basic services; to provide educational groups as needed; to monitor coordination of client services with other agencies and staff; and to do related work as required.

- Collaboration for the Proposed Project: Identify the collaborative efforts that are most critical to the success of your proposed project. List the collaborations and how it will improve the service to clients. Please note that letters of cooperative agreements may be required for partnering agencies listed if this proposal is selected for funding.

Key collaborative partnerships include: Plumas County Superior Court Judge, Plumas County District Attorney, Plumas County Courts, Plumas County Jail, Community Corrections Partnership, Plumas County Sheriff, local Defense Attorneys, Plumas County Public Health, Plumas County Community Development Commission, Plumas County Department of Social Services, Alliance For Workforce Development and Child Support Services.

**PLUMAS COUNTY COMMUNITY CORRECTIONS PARTNERSHIP
PROPOSAL BUDGET DETAIL**

Personnel Costs

1. List each employee by job title or classification and salary rate. Use additional sheets as necessary.

JOB TITLE/ CLASSIFICATION	HOURS PER WEEK	HOURLY SALARY	TOTAL SALARY REQUIRED THIS FISCAL YEAR
Alternative Sentencing Manager	40	\$30.43	\$16,615
Community Case Manager	32	\$20.03	\$16,610
Community Case Manager	40	\$17.29	\$37,773
Extra Help		\$11.00	\$3,000

TOTAL PERSONNEL COSTS \$ 73,998

2. What are the job duties for each employee, if not apparent in the project overview (use additional sheets as necessary.)

JOB TITLE/ CLASSIFICATION	JOB DUTIES

3. Show the actual rates and amounts for each of the following:

RATE	ANNUAL AMOUNT	AMOUNT REQUIRED THIS FISCAL YEAR
FICA	\$11,170.	\$5,816
Retirement	\$31,064	\$16,045
Workman's Comp	\$2,556.00	\$2,556
Unemployment Insurance	\$238.00	\$238.00
Health Insurance	\$22,182.00	\$19,407
OPEB	\$5,097	\$5,097
Other Benefits (specify) Cell Phones	\$1,200.00	\$450

TOTAL EMPLOYEE RELATED BENEFITS \$ 49,609
Contract Services

1. Will any contract services be used?

☐

YES

☒

NO

2. With whom will the applicant contract for services?

NAME OF CONTRACTOR	AMOUNT REQUIRED THIS FISCAL YEAR

TOTAL CONTRACT SERVICES \$ _____

3. What are the contracted individuals or agencies specific duties and responsibilities with regard to the proposed plan?

Include the specific level of involvement each contractor will have, by the number of hours/units and duration of services that will be provided. For example, contractor XYZ will conduct 25 group sessions of juvenile participants during the first year of operation.

Provide a copy of the form of contract to be used by the applicant. Use additional sheets as necessary.

Non Personnel Costs

1. Complete the following:

TRAVEL (Cannot exceed State Travel Costs)	AMOUNT REQUIRED THIS FISCAL YEAR
Auto Mileage: 600 miles at 53.5 /mile	
Air Transportation	650
Subsistence	700
Other (describe)	

TOTAL IN-STATE TRAVEL \$ 1,350

2. Explain why the proposed travel is needed if not apparent from the project overview.

Operating Expenses

3. List anticipated expenses by category

AMOUNT REQUIRED THIS CALENDAR YEAR

Liability Insurance	\$601
Telephone / Internet	\$900
Lease/Rental	
Printing	
Maintenance	
Consumable Supplies (specify) paper, ink, folders, postage	\$1,000
Other Costs Online Databases	\$6550

TOTAL OPERATING EXPENSES \$ 9,051

JUSTIFICATION OF OPERATING EXPENSES:

TOTAL PROPOSAL REQUEST \$ 134,008

The undersigned agrees to fully comply with all the provisions established in the Request for Proposal the Plumas County Community Corrections Partnership (CCP) for the acceptance of funding.

PROJECT DIRECTOR

Signature: _____

Date: _____

Printed Name: _____

Title: _____

Stephane Tanaka
Alternative Sentencing manager.

Plumas Crisis Intervention & Resource Center – 24/7 Dad

PLUMAS COUNTY COMMUNITY CORRECTIONS PARTNERSHIP APPLICATION FOR FUNDING

General Instructions

Each application should include an Application Face Sheet for each project for which you are requesting funds.

Each application must:

- Be typewritten or computer generated on 8 ½ X 11 white paper in portrait format.
- Have font size no smaller than 10 no larger than 12.
- Have all pages sequentially numbered.
- Have the name of applicant/organization at top of each page.
- Submit an original and two copies of the Application.

Please submit only the information requested.

Applications are due to the Plumas County Probation Department, 270 County Hospital Road, Suite 128, Quincy, CA 95971. Applications are due by the close of business July 14, 2017

If you have any questions please call Erin Metcalf at (530) 283-6200 or email erinmetcalf@countyofplumas.com.

RECEIVED
JUL 27 2018

Plumas Co. Probation Dept.

Plumas Crisis Intervention & Resource Center – 24/7 Dad

Application for CCP Funds Face Page

Fiscal year 2018-2019

Information Requested	Response
Name of Agency	Plumas Crisis Intervention & Resource Center
Agency Contact Information (operational) (name, address, telephone and e-mail)	Johanna A. Downey, ED 591 W. Main Street - Quincy, CA 95971 530-283-5515 – jadowney@pcirc.com
Agency Contact Information (Fiscal) (name, address, phone and e-mail)	Scott Corey, AD 591 W. Main Street - Quincy, CA 95971 530-283-5515 – pcirc@pcirc.com
Name of Program	24/7 Dad
Is this a new or continuing program?	Continuing
Funding Requested from CCP	\$25,000.00
Funding received from CCP in prior years (specify year and amounts)	\$14,636.61 <i>20 824</i>
Program Capacity (maximum number of participants program can serve)	Unlimited
Current Program Caseload (if applicable)	Varies

Plumas Crisis Intervention & Resource Center – 24/7 Dad

Program Narrative

Description of Applicant Agency: Briefly describe the agency's mission, the type of services provided, and the relationship of the proposed project to other projects operated by the agency. Please attach an organizational chart, which may be used to provide part of the requested information.

Plumas Crisis Intervention & Resource Center (PCIRC) was incorporated in 1983, beginning as a grassroots organization to provide a crisis line for Plumas County, and is a private, non-profit organization. PCIRC currently provides direct service programs to vulnerable populations such as the Plumas-Sierra Crisis Line and Emergency Services; Mac Housing Program; Plumas CASA (Court Appointed Special Advocate) Program; National Fatherhood Initiative - 24/7 Dad; three Prop 47 Transitional Sober Living Homes for males, females and families; Homeless Prevention & Rapid Re-Housing Services; Ohana House Emergency & Transitional Shelter Program; Pathways Home (Rapid Re-Housing and case management support for transitioning offenders); Plumas-Sierra SAFE: Sexual Assault-Freedom & Education Program; Emergency Utility Program; and Community Access Technology Centers. In addition, PCIRC serves as the fiscal agent to the local Food Banks and the Quincy Community Supper Program. Access to all health-related core program services are provided through – as of this writing - four community Family Resource & Wellness Center sites located respectively in Quincy, Greenville, Chester and Portola, each reflecting and responding to the individual identified needs of their communities. PCIRC also supports an office in Sierra County which provides Sexual Assault and Domestic Violence services as well as youth violence prevention services.

PCIRC provides approximately 9,200 direct services to individuals of all ages annually. The Plumas CASA Program serves an average of 35 children annually; Ohana House Emergency & Transitional Shelter for Youth serves an average of 12 youth annually; 24/7 Dad serves an average of 134 adults annually; and the agency serves an average of 1,500 individuals with homeless prevention and housing services annually.

This funding request will allow PCIRC to sustain its current 24/7 Dad program services promoting responsible fatherhood in Plumas County utilizing an evidence-based curriculum approved by the National Fatherhood Initiative www.fatherhood.org.

A current organizational chart is attached for reference.

Plumas Crisis Intervention & Resource Center – 24/7 Dad

Problem Statement: Describe the nature and scope of the problem the proposed project will address. Include relevant data and facts and statistics specific to the service area and/or target population to support the need for this type of service.

According to the National Fatherhood Initiative, 24 million (1 in 3) children in America live without their biological father. Many of the underlying issues challenging society today can be related to the lack of involvement by fathers in their children's lives. Studies have shown that involved fathers provide practical support in raising children and serve as models in their development (*The Effects of Father Involvement*, Allen and Daly, 2007). Children with involved, loving fathers are significantly more likely to do well in school, have healthy self-esteem and exhibit empathy and pro-social behavior compared to children with uninvolved fathers.

In a study examining father involvement with 134 children of adolescent mothers over the first 10 years of life, researchers found that father-child contact was associated with better socio-emotional and academic functioning. The results indicated that children with more involved fathers experienced fewer behavioral problems and scored higher on reading achievement. This study showed the significance of the role of fathers in the lives of at-risk children, even in cases of non-resident fathers (Howard, K.S., Burke Lefever, J. E., Borkowski, J. G. & Whitman, T. L. 2006). Children in father-absent homes are almost four times more likely to be poor. In 2011, 12% of children in married-couple families were living in poverty, compared to 44% of children in mother-only families (U.S. Census Bureau, 3/11). Data from three waves of the Fragile Families Study was used to examine the prevalence and effects of mothers' relationship changes between birth and age 3 on their children's well-being. Children who are born to single mothers show higher levels of aggressive behavior than children born to married mothers. Living in a single-mother household is equivalent to experiencing 5.25 partnership transitions (Osborne, C., & McLanahan, S. 2007). Infant mortality rates are 1.8 times higher for infants of unmarried mothers than for married mothers (Matthews, T. J., Sally C. Curtin & Marian F. MacDorman, Infant Mortality Statistics 1998). A study of 109 juvenile offenders indicated that family structure significantly predicts delinquency (Bush, Connee, Ronald L. Mullis & Ann K. Mullis – Differences in Empathy Between Offender & Non-Offender Youth 2000). Additional increased risk factors in homes absent of two parents include: teen pregnancy, child abuse, alcohol and substance abuse, obesity and low educational outcomes.

In Plumas County, single female-headed households with children under the age of 18 comprise nearly 36% of the county's households. While the county has a smaller proportion of children compared to the rest of California, 24% of those children live in poverty, a number that well exceeds the state rate (Plumas County Community Health Profile 2012). Over the past three years, the number of individuals (male and female) navigating the Alternative Sentencing Program has grown. The path to a successful reentry and a connection with children is challenged by poverty, homelessness, substance use, chronic health issues and unemployment.

Plumas Crisis Intervention & Resource Center – 24/7 Dad

Statistics show, that often, one of the primary barriers to many dads' involvement with their children is related to the restrictive gatekeeping behavior on the part of the children's mom. A new study from the federally-funded Parents and Children Together (PACT) evaluation classified each dad-mom relationship as follows with a fairly even distribution between categories in the sample:

- Cooperative (high levels of cooperation, low levels of conflict),
- Conflicted (low levels of cooperation, high levels of conflict), or
- Disengaged (low levels of cooperation, low levels of conflict).

One of the best ways to help dads become more involved in the lives of their children is to ensure that the co-parenting relationship between dad and mom is a good one and reaches a high level of cooperation among parents.

In the 2017-2018 service years, the 24/7 Dad Program provided 117 classes to 124 unduplicated male and female attendees at the Plumas County Jail and through community-based classes held at PCIRC in Quincy. In addition, the 24/7 Dad Co-Parenting Program was launched in the month of May and provided seven classes to 10 unduplicated male and female attendees through community-based classes held at PCIRC in Quincy. This has been a highly successful program and PCIRC is requesting a continued investment from the Community Corrections Partnership to sustain services for the 2018-19 service years in Plumas County.

Project Overview: Briefly and concisely address the following areas in the order they are given. **Not to exceed 2 pages.**

- Goals and Deliverables: State the overall goal of this measurable project (an overarching statement about what the project hopes to achieve logically linked to a problem and its causes). This section should clearly communicate the intended results of the project. Briefly state what goods or services will be delivered to the target population and how this will help to achieve the goals of the agency.

The 24/7 Dad Program

- Goal 1: Increase the knowledge and skill level of fathers and mothers.
- Goal 2: Promote a more positive, healthy attitude regarding fatherhood, motherhood and Co-Parenting.
- Goal 3: Provide access to educational workshops, trainings and support groups through group and one-on-one support.
- Goal 4: Provide access to increased opportunities for father/mother/child interactive activities to model positive parenting.

Plumas Crisis Intervention & Resource Center – 24/7 Dad

- Goal 5: Increase the number of fathers and mothers participating in responsible fatherhood and Co-Parenting activities in Plumas County.
- Goal 6: Offer services to help dads navigate and potentially improve relationships with moms.
- Goal 7: Continue the 24/7 Dad and Co-Parenting curriculums and sustain the 24/7 Dad Program through the 2018-19 service year.

- Clients to be served by the Proposed Project: Describe the client group that will be served in the proposed project. State how many clients will be served and how they will be recruited.

The population to be served includes all fathers, fathers-to-be, and men who are considering starting a family in Plumas County, particularly, those who are at high-risk and working with Child Protective Services, Plumas County Probation, Plumas County Jail, BSCC Prop 47 and the Alternative Sentencing Program. Additional Co-Parenting groups will be open to fathers and mothers who are interested in improving their parenting co-parenting relationship. Group trainings will be provided at the Quincy Family Resource & Wellness Center for Co-Parenting group classes. Additional classes will be held in the Plumas County Jail for general and protective custody offenders, both male and female. Program participants may be court-ordered, referred by community partners and referred by other “Dad” or “Mom” participants, and through self-referral. PCIRC anticipates serving a minimum of 175 fathers and mothers in this fourth year of programming.

- Performance Measures: Briefly describe what performance will be measured and how it will be measured to demonstrate the effectiveness of the program. Please include any definitions or explanations of formulas or instruments used.

PCIRC tracks the delivery of each 24/7 Dad workshop through sign-in sheets by program participants, graduation certificates and vignettes of program successes from Dads, Moms and collaborative partners.

- Service Area: Describe the specific geographic area (i.e. town) or location (i.e. school) where the proposed services will be delivered.

The service area for this project is Quincy.

- Proposed Project Staff: Describe the staff needed for the proposed project including administrative, direct service, and support positions as well as volunteers to the extent possible. Include a summary of the major duties of each position involved in direct service.

PCIRC utilizes two trained consultant Fatherhood Advocates for the implementation and service delivery of this project. The consultants work closely with the Executive Director & Grant Compliance Officer to plan and implement all outreach, education and support

Plumas Crisis Intervention & Resource Center – 24/7 Dad

programming designed to teach fathers the importance of father involvement in the life of a child and how to strengthen those family bonds. Activities include group trainings as well as professional presenters brought in annually to increase educational opportunities. Johanna A. Downey, Executive Director, will serve as the Project Manager and provide supervision of program services. Scott Corey, Administrative Director, will provide fiscal support. Cathy Rahmeyer, Program & Grant Compliance Officer, will provide daily support to consultants, offer client referrals and be responsible for data collection and quarterly reporting.

- Collaboration for the Proposed Project: Identify the collaborative efforts that are most critical to the success of your proposed project. List the collaborations and how it will improve the service to clients. Please note that letters of cooperative agreements may be required for partnering agencies listed if this proposal is selected for funding.

PCIRC has collaborated with many agencies and organizations throughout the Tri-County area since its inception. Those vital in the work of this project will include the BSCC Prop 47 and the Alternative Sentencing Program, Plumas County Probation, Plumas County Public Health, Plumas County Children's Protective Services and other father-serving organizations. MOU's between agencies will be provided as required should this project be selected for funding.

PCIRC is a natural match for the continuance and expansion of this much needed program in Plumas County. Fathers participating in the 24/7 Dad Project can access additional PCIRC programs such as case management, housing assistance, homeless prevention services, assistance with accessing benefits, emergency food distribution and food bank vouchers, workforce development referrals, peer counseling, resource and referrals, grief recovery support and community wellness center and mental health supports.

Plumas Crisis Intervention & Resource Center – 24/7 Dad

PLUMAS COUNTY COMMUNITY CORRECTIONS PARTNERSHIP PROPOSAL BUDGET DETAIL

Personnel Costs

1. List each employee by job title or classification and salary rate. Use additional sheets as necessary.

JOB TITLE/ CLASSIFICATION	HOURS PER WEEK	HOURLY SALARY	TOTAL SALARY REQUIRED THIS FISCAL YEAR
Executive Director	1	\$35.00	\$1,820.00
Administrative Director	1	\$30.00	\$1,560.00

TOTAL PERSONNEL COSTS \$ 3,380.00

2. What are the job duties for each employee, if not apparent in the project overview (use additional sheets as necessary.)

JOB TITLE/ CLASSIFICATION	JOB DUTIES
Executive Director	Supervise and manage all PCIRC programs and deliverables.
Administrative Director	Fiscal and data collection supervision.

3. Show the actual rates and amounts for each of the following:

RATE	ANNUAL AMOUNT	AMOUNT REQUIRED THIS FISCAL YEAR
FICA		\$270.40
Retirement		
Workman's Comp		\$ 33.80
Unemployment Insurance		\$ 33.80
Health Insurance		
Other Insurance		
Other Benefits (specify)		\$642.00

TOTAL EMPLOYEE RELATED BENEFITS \$ 980.00

Plumas Crisis Intervention & Resource Center – 24/7 Dad

Contract Services

1. Will any contract services be used? ☒ YES ☐ NO
2. With whom will the applicant contract for services?

NAME OF CONTRACTOR	AMOUNT REQUIRED THIS FISCAL YEAR
Scott Cash – 24/7 Dad Consultant	\$ 7,500.00
Bruce Mulligan – 24/7 Dad Co-Parenting Consultant	\$ 5,000.00
Cathy Rahmeyer – Program & Grant Compliance	\$ 2,600.00

TOTAL CONTRACT SERVICES \$ 15,100.00

3. What are the contracted individuals or agencies specific duties and responsibilities with regard to the proposed plan?

To provide weekly 24/7 Dad National Fatherhood Initiative evidence-based classes within the Plumas County Jail and at the PCIRC office in Quincy; and to provide weekly 24/7 Dad Co-Parenting classes at the PCIRC office in Quincy utilizing two trained consultants. Scott Cash – 375 hours per year x \$20; Bruce Mulligan – 250 hours per year x \$20. Cathy Rahmeyer will provide program and grant compliance services including arranging on-going continuing education, purchasing required materials, supervising facility during class hours and conducting data collection and preparing mandated quarterly reports – 52 hours per year x \$50.

Include the specific level of involvement each contractor will have, by the number of hours/units and duration of services that will be provided. For example, contractor XYZ will conduct 25 group sessions of juvenile participants during the first year of operation.

Provide a copy of the form of contract to be used by the applicant. Use additional sheets as necessary.

Plumas Crisis Intervention & Resource Center – 24/7 Dad

Non Personnel Costs

1. Complete the following:

TRAVEL (Cannot exceed State Travel Costs)	AMOUNT REQUIRED THIS FISCAL YEAR
Auto Mileage: miles at /mile	
Air Transportation	
Subsistence	
Other (describe) Ongoing Continuing Education	\$1,500.00

TOTAL IN-STATE TRAVEL \$ 1,500.00

2. Explain why the proposed travel is needed if not apparent from the project overview.

To provide ongoing continuing education

Operating Expenses

3. List anticipated expenses by category

	AMOUNT REQUIRED THIS CALENDAR YEAR
Postage	
Telephone	\$ 300.00
Lease/Rental	\$1,200.00
Printing	\$ 300.00
Maintenance	
Consumable Supplies (specify)	\$2,240.00
Other Costs	

TOTAL OPERATING EXPENSES \$ 4,040.00

Plumas Crisis Intervention & Resource Center – 24/7 Dad

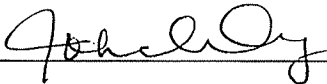
JUSTIFICATION OF OPERATING EXPENSES:

Operating Costs include: telephone @ \$25.00 per month x 12 = \$300.00; Rent @ \$100.00 per month x 12 = \$1,200.00; Printing Costs - \$25.00 per month x 12 = \$300.00; Consumables include the purchase of workbooks, t-shirts and training materials for both classes = \$2,240.00

TOTAL PROPOSAL REQUEST \$ 25,000.00

The undersigned agrees to fully comply with all the provisions established in the Request for Proposal the Plumas County Community Corrections Partnership (CCP) for the acceptance of funding.

PROJECT DIRECTOR

Signature:  Date: 27 July 2018

Printed Name: Johanna A. Downey Title: Executive Director

**PLUMAS COUNTY COMMUNITY CORRECTIONS PARTNERSHIP
APPLICATION FOR FUNDING**

General Instructions

Each application should include an Application Face Sheet for each project for which you are requesting funds.

Each application must:

- Be typewritten or computer generated on 8 ½ X 11 white paper in portrait format.
- Have font size no smaller than 10 no larger than 12.
- Have all pages sequentially numbered.
- Have the name of applicant/organization at top of each page.
- Submit an original and two copies of the Application.

Please submit only the information requested.

Applications are due to the Plumas County Probation Department, 270 County Hospital Road, Suite 128, Quincy, CA 95971. Applications are due by the close of business July 14, 2017

If you have any questions please call Erin Metcalf at (530) 283-6200 or email erinmetcalf@countyofplumas.com.

RECEIVED
JUL 27 2018

Plumas Co. Probation Dept.

Application for CCP Funds
Face Page

Fiscal year 2018-2019

Information Requested	Response
Name of Agency	Plumas Crisis Intervention & Resource Center
Agency Contact Information (operational) (name, address, telephone and e-mail)	Johanna A. Downey, ED 591 W. Main Street - Quincy, CA 95971 530-283-5515 – jadowney@pcirc.com
Agency Contact Information (Fiscal) (name, address, phone and e-mail)	Scott Corey, AD 591 W. Main Street - Quincy, CA 95971 530-283-5515 – <u>pcirc@pcirc.com</u>
Name of Program	Ohana House
Is this a new or continuing program?	Continuing
Funding Requested from CCP	\$48,000.00
Funding received from CCP in prior years (specify year and amounts)	\$45,000.00
Program Capacity (maximum number of participants program can serve)	12
Current Program Caseload (if applicable)	Varies

Program Narrative

Description of Applicant Agency: Briefly describe the agency's mission, the type of services provided, and the relationship of the proposed project to other projects operated by the agency. Please attach an organizational chart, which may be used to provide part of the requested information.

Plumas Crisis Intervention & Resource Center (PCIRC) was incorporated in 1983, beginning as a grassroots organization to provide a crisis line for Plumas County, and is a private, non-profit organization. PCIRC currently provides direct service programs to vulnerable populations such as the Plumas-Sierra Crisis Line and Emergency Services; Mac Housing Program; Plumas CASA (Court Appointed Special Advocate) Program; National Fatherhood Initiative - 24/7 Dad; three Prop 47 Transitional Sober Living Homes for males, females and families; Homeless Prevention & Rapid Re-Housing Services; Ohana House Emergency & Transitional Shelter Program; Pathways Home (Rapid Re-Housing and case management support for transitioning offenders); Plumas-Sierra SAFE: Sexual Assault-Freedom & Education Program; Emergency Utility Program; and Community Access Technology Centers. In addition, PCIRC serves as the fiscal agent to the local Food Banks and the Quincy Community Supper Program. Access to all health-related core program services are provided through – as of this writing - four community Family Resource & Wellness Center sites located respectively in Quincy, Greenville Chester and Portola, each reflecting and responding to the individual identified needs of their communities. PCIRC also supports an office in Sierra County which provides Sexual Assault and Domestic Violence services as well as youth violence prevention services.

PCIRC provides approximately 9,200 direct services to individuals of all ages annually. The Plumas CASA Program serves an average of 35 children annually; Ohana House Emergency & Transitional Shelter for Youth serves an average of 12 youth annually; 24/7 Dad serves an average of 145 adults annually; and the agency serves an average of 1,500 individuals with homeless prevention and housing services annually.

This funding request will allow PCIRC to sustain Ohana House Emergency & Transitional Shelter Program services in the 2018-97 service years. This investment will allow the agency to work closely with the Plumas County Probation Department, Alternative Sentencing Program and Plumas County Office of Education and other community partners to meet the needs of homeless young adults aged 18 to 24.

A current organizational chart is attached for reference.

Problem Statement: Describe the nature and scope of the problem the proposed project will address. Include relevant data and facts and statistics specific to the service area and/or target population to support the need for this type of service.

Prior to the development of Ohana House, Plumas County did not have any established homeless shelters or transitional housing programs for youth and young adults. The Ohana House program began to address the housing, health and wellness, and educational needs of youth and young adults ages 15-24 years. According to the California Youth Project (CYP), “homeless youth” generally refers to unaccompanied minors aged 12-17 years who are living apart from their parents or legal guardians, and young adults aged 18-24 who are economically and/or emotionally detached from their families and who are experiencing homelessness and/or living in unstable or inadequate living situations. Such living situations include sleeping on friend’s couches, staying in shelters, living under bridges or in abandoned buildings, or living on the streets. The homeless youth and young adult population includes runaway youth; expelled youth who have been told to leave home, are abandoned or deserted; and systems youth who have aged out of foster care or been released by the juvenile justice or other public system and have nowhere to go. Many young adults lack the education and life skills needed to transition successfully into adulthood. Often the developmental age of a teen is far different than their chronological age which serves as a barrier to sustaining permanent housing and seeking physical and mental health supports, and jobs or educational opportunities. Homeless youth and young adults are at-risk of serious mental and physical health issues and sexual exploitation, experience high rates of substance abuse and are vulnerable and easily victimized. CYP statistics note that nationally as many as 2.1 million youth and young adults are homeless over the course of a year.

In California, approximately 200,000 minors under the age of 18 - and many more over the age 18 - are homeless each year. These numbers are difficult to determine as homeless youth and young adults are highly mobile and work hard to avoid detection and interaction with social service and law enforcement agencies. Many homeless youth and young are not captured in the annual HUD Point in Time (PIT) counts which do not recognize couch-surfing as a homeless category. In California, one in four emancipated youth become homeless. Over the past five years, the number of homeless unaccompanied youth in Plumas County has risen dramatically. Left without homeless assistance, these teens and young adults drop out of school, become parents, end up in the criminal justice system and often suffer from mental illness, chronic health issues, depression and suicidal tendencies.

Over the past five years, the number of homeless unaccompanied youth in Plumas County has continued to rise. During the 2017-18 school years, the Plumas County Office of Education McKinney-Vento Homeless Program served 174 homeless youth, a 20% increase from last year. Additionally, 10 unaccompanied youth under the age of 18 years have also been served. With respect to transitioning youth aged 18-24, there are as many as 10 young adults who are homeless and struggling. While these numbers may not be as large as in an urban area, they are important and problematic in our small rural counties without emergency or transitional housing options. Ohana House has served 25 young adults since its inception, 15 over the age of 18. One young adult was referred by the Plumas County Probation Department and resided at Ohana House under house arrest to meet local justice system requirements, eventually successfully moving on to a Transitional Sober Living Home.

In collaboratively working together with the Community Corrections Partnership, Alternative Sentencing Program and BSCC Prop 47, this project will help PCIRC provide an intervention and

array of services that have the potential to change the life path of young adults while creating positive outcomes and strong independent community leaders.

At the time of the writing of this proposal, and due to lessons learned over the past service year, PCIRC has decided to re-frame the Ohana House model to only accept youth aged 18 to 25.

Project Overview: Briefly and concisely address the following areas in the order they are given. **Not to exceed 2 pages.**

- **Goals and Deliverables:** State the overall goal of this measurable project (an over-arching statement about what the project hopes to achieve logically linked to a problem and its causes). This section should clearly communicate the intended results of the project. Briefly state what goods or services will be delivered to the target population and how this will help to achieve the goals of the agency.
- Goal 1:Sustain position for Ohana House Parent to provide site supervision and mentoring to young adults
- Goal 2: Provide mandatory classes and workshops to Ohana House residents utilizing evidence-based curriculums provided through the Annie E. Casey Foundation – Youth Skills for Life – Independent Living Skills Curriculum. Community classes will also be offered for youth referred through community partners (Probation, CPS, Independent Living Skills Program, Plumas County Office of Education FYS/Homeless Programs)
- Goal 3:Provide emergency services, case management, resource and referral information and experiential learning opportunities for youth.
- Goal 4:Increase the number young adults age 18-24 participating in positive transition to adulthood.
- Goal 5:Decrease the number of homeless young adults without support in Plumas County.
- Goal 6:Increase relationships with Plumas County Probation Department and the Alternative Sentencing Program to place homeless young adults at Ohana House

Clients to be served by the Proposed Project: Describe the client group that will be served in the proposed project. State how many clients will be served and how they will be recruited.

For the purposes of this funding request, PCIRC is asking the Community Corrections Partnership to support young adults aged 18-24 in Ohana House services. This will allow PCIRC to work closely with the Plumas County Probation Department, Alternative Sentencing Program and the BSCC Prop 47 Program to provide access to housing and case management supports for homeless young adults. These efforts will help reduce the number of young adults who must be placed in jail or in expensive out-of-county placements away from home and family. The emergency shelter component will also relieve programs of the costs of expensive emergency motel shelter nights for young adults. Ohana House is open to supporting young adults placed on house arrest and will

work with collaborative partners to provide wraparound services that help to get participants back on a positive track.

- Performance Measures: Briefly describe what performance will be measured and how it will be measured to demonstrate the effectiveness of the program. Please include any definitions or explanations of formulas or instruments used.

PCIRC tracks the delivery of Ohana House services through referrals, case management services, workshop attendance sheets and a multitude of other direct service categories provided to young adults.

- Service Area: Describe the specific geographic area (i.e. town) or location (i.e. school) where the proposed services will be delivered.

The service area for this project is countywide in Plumas County.

- Proposed Project Staff: Describe the staff needed for the proposed project including administrative, direct service, and support positions as well as volunteers to the extent possible. Include a summary of the major duties of each position involved in direct service.

The Ohana House Emergency & Transitional Shelter Program service model offers a live-in house parent and an array of respite caregivers to assure 24/7 availability for young adults to address their many needs. PCIRC staff members provide their expertise in access funding, programs and resources for youth such as CalFresh, Medi-Cal, FRC financial aid, workforce development and other life sustaining supports. The agency addresses all of the identified needs of young adults to assist in solving barriers to education, lifeskills, workforce development and independence as they transition to adulthood. A consultant serves as the Program Manager offering site supervision, operation and maintenance along with intensive and supportive daily case management for youth.

- Collaboration for the Proposed Project: Identify the collaborative efforts that are most critical to the success of your proposed project. List the collaborations and how it will improve the service to clients. Please note that letters of cooperative agreements may be required for partnering agencies listed if this proposal is selected for funding.

PCIRC has collaborated with many agencies and organizations throughout the Tri-County area since its inception. Ohana House collaborative partners include Plumas County Office of Education, Plumas County Community Development Commission, Lassen-Plumas-Sierra Community Action Agency, Plumas County Probation Department, Feather River College, Plumas County Social Services and other county and local program services.

**PLUMAS COUNTY COMMUNITY CORRECTIONS PARTNERSHIP
PROPOSAL BUDGET DETAIL**

Personnel Costs

1. List each employee by job title or classification and salary rate. Use additional sheets as necessary.

JOB TITLE/ CLASSIFICATION	HOURS PER WEEK	HOURLY SALARY	TOTAL SALARY REQUIRED THIS FISCAL YEAR
Executive Director	1	\$35.00	\$ 1,820.00
Administrative Director	1	\$30.00	\$ 1,560.00

TOTAL PERSONNEL COSTS \$ 3,380.00

2. What are the job duties for each employee, if not apparent in the project overview (use additional sheets as necessary.)

JOB TITLE/ CLASSIFICATION	JOB DUTIES
Executive Director	Supervise and manage all PCIRC programs and deliverables.
Administrative Director	Fiscal and data collection supervision.

3. Show the actual rates and amounts for each of the following:

RATE	ANNUAL AMOUNT	AMOUNT REQUIRED THIS FISCAL YEAR
FICA		\$ 270.40
Retirement		
Workman's Comp		\$ 34.80
Unemployment Insurance		\$ 34.80
Health Insurance		
Other Insurance		
Other Benefits (specify)		\$ 642.00

TOTAL EMPLOYEE RELATED BENEFITS \$ 980.00

Contract Services

1. Will any contract services be used? ☒ YES ☐ NO
2. With whom will the applicant contract for services?

NAME OF CONTRACTOR	AMOUNT REQUIRED THIS FISCAL YEAR
Cathy Rahmeyer – Ohana Program Manager – 5 hrs/wk	\$13,000.00
House Parent - TBD	\$ 9,000.00
Multiple House Parent Respite Providers	\$ 1,500.00

TOTAL CONTRACT SERVICES \$ 23,050.00

3. What are the contracted individuals or agencies specific duties and responsibilities with regard to the proposed plan?

Ohana House "Program Manager" supervises services & provides intensive case management and other program aspects of Ohana House services – 5 hrs/week x 52 x \$50 = \$9,000. Ohana House "House Parent" provides onsite management of home and supervision of youth as a live-in caretaker - \$1,500 month x 12 – ½ of this cost = \$9,000; Contract respite providers fill shifts when house parent is off or on vacation – 60 shifts x \$50 - ½ this cost = \$1,500.

Include the specific level of involvement each contractor will have, by the number of hours/units and duration of services that will be provided. For example, contractor XYZ will conduct 25 group sessions of juvenile participants during the first year of operation.

Provide a copy of the form of contract to be used by the applicant. Use additional sheets as necessary.

Non Personnel Costs

1. Complete the following:

TRAVEL (Cannot exceed State Travel Costs)	AMOUNT REQUIRED THIS FISCAL YEAR
Auto Mileage: 750 miles at 54.5 /mile	\$408.75
Air Transportation	
Subsistence	
Other (describe) Ongoing Continuing Education	

TOTAL IN-STATE TRAVEL \$408.75

2. Explain why the proposed travel is needed if not apparent from the project overview.

To provide mileage to Program Manager/House Parent to transport youth to services.

Operating Expenses

3. List anticipated expenses by category

AMOUNT REQUIRED THIS CALENDAR YEAR

Postage	
Utilities	\$ 4,800.00
Lease/Rental	\$ 12,000.00
Printing	
Maintenance	\$ 300.00
Consumable Supplies (specify)	\$ 3,081.25
Other Costs	

TOTAL OPERATING EXPENSES \$ 20,181.25

JUSTIFICATION OF OPERATING EXPENSES:

Operating costs are calculated as follows: Utilities - \$400 x 12 months = \$4,800; Rent/Lease \$1,000 x 12 – \$12,000; maintenance \$25 x 12 - \$300; consumables include household maintenance items and food for family dinners - \$256.77 month x 12 = \$3,081.25

TOTAL PROPOSAL REQUEST \$ 48,000.00

The undersigned agrees to fully comply with all the provisions established in the Request for Proposal the Plumas County Community Corrections Partnership (CCP) for the acceptance of funding.

PROJECT DIRECTOR

Signature: Johanna A. Downey

Date: 27 July 2018

Printed Name: Johanna A. Downey

Title: Executive Director

**PLUMAS COUNTY COMMUNITY CORRECTIONS PARTNERSHIP
APPLICATION FOR FUNDING**

General Instructions

Each application should include an Application Face Sheet for each project for which you are requesting funds.

Each application must:

- Be typewritten or computer generated on 8 ½ X 11 white paper in portrait format.
- Have font size no smaller than 10 no larger than 12.
- Have all pages sequentially numbered.
- Have the name of applicant/organization at top of each page..
- Submit an original and two copies of the Application.

Please submit only the information requested.

Applications are due to the Plumas County Probation Department, 270 County Hospital Road, Suite 128, Quincy, CA 95971. Applications are due by the close of business July 14, 2017

If you have any questions please call Erin Metcalf at (530) 283-6200 or email erinmetcalf@countyofplumas.com.

RECEIVED
JUL 27 2018
Plumas Co. Probation Dept.

Application for CCP Funds
Face Page

Fiscal year 2018-2019

Information Requested	Response
Name of Agency	Plumas Crisis Intervention & Resource Center
Agency Contact Information (operational) (name, address, telephone and e-mail)	Johanna A. Downey, ED 591 W. Main Street - Quincy, CA 95971 530-283-5515 – jadowney@pcirc.com
Agency Contact Information (Fiscal) (name, address, phone and e-mail)	Scott Corey, AD 591 W. Main Street - Quincy, CA 95971 530-283-5515 – <u>pcirc@pcirc.com</u>
Name of Program	Pathways Home
Is this a new or continuing program?	Continuing
Funding Requested from CCP	\$60,000.00
Funding received from CCP in prior years (specify year and amounts)	\$41,200.00
Program Capacity (maximum number of participants program can serve)	Unlimited
Current Program Caseload (if applicable)	Varies

Program Narrative

Description of Applicant Agency: Briefly describe the agency’s mission, the type of services provided, and the relationship of the proposed project to other projects operated by the agency. Please attach an organizational chart, which may be used to provide part of the requested information.

Plumas Crisis Intervention & Resource Center (PCIRC) was incorporated in 1983, beginning as a grassroots organization to provide a crisis line for Plumas County, and is a private, non-profit organization. PCIRC currently provides direct service programs to vulnerable populations such as the Plumas-Sierra Crisis Line and Emergency Services; Mac Housing Program; Plumas CASA (Court Appointed Special Advocate) Program; National Fatherhood Initiative - 24/7 Dad; three Prop 47 Transitional Sober Living Homes for males, females and families; Homeless Prevention & Rapid Re-Housing Services; Ohana House Emergency & Transitional Shelter Program; Pathways Home (Rapid Re-Housing and case management support for transitioning offenders); Plumas-Sierra SAFE: Sexual Assault-Freedom & Education Program; Emergency Utility Program; and Community Access Technology Centers. In addition, PCIRC serves as the fiscal agent to the local Food Banks and the Quincy Community Supper Program. Access to all health-related core program services are provided through – as of this writing - four community Family Resource & Wellness Center sites located respectively in Quincy, Greenville Chester and Portola, each reflecting and responding to the individual identified needs of their communities. PCIRC also supports an office in Sierra County which provides Sexual Assault and Domestic Violence services as well as youth violence prevention services.

PCIRC provides approximately 9,200 direct services to individuals of all ages annually. The Plumas CASA Program serves an average of 35 children annually; Ohana House Emergency & Transitional Shelter for Youth serves an average of 12 youth annually; 24/7 Dad serves an average of 145 adults annually; and the agency serves an average of 1,500 individuals with homeless prevention and housing services annually.

PCIRC is requesting funding to continue this successful rapid re-housing model program for transitioning offenders in Plumas County entitled “Pathways Home.” This program was implemented in June 2015 through a Community Service Block Grant in collaboration with the Lassen-Plumas-Sierra Community Action Agency and supported thereafter by CCP. This investment will allow PCIRC to work closely with the Plumas County Jail, Plumas County District Attorney, Plumas County Sheriff, Alternative Sentencing Program, Plumas County Probation and Plumas County Behavioral Health to meet the needs of homeless offenders transitioning back into their communities in Plumas County.

A current organizational chart is attached for reference.

Problem Statement: Describe the nature and scope of the problem the proposed project will address. Include relevant data and facts and statistics specific to the service area and/or target population to support the need for this type of service.

The Pathways Home Program addresses the housing needs of men and women who are transitioning from prison/jail and the judicial system. Plumas County has approximately 100 probationers who are case managed through various alternative sentencing, drug court or Prop 36 programs. Most are homeless and without employment. Many leave jails with nothing but the clothing with which they entered. Their social support systems are often part of their offending problems. The path to successful reentry for formerly incarcerated individuals in Plumas County is riddled with obstacles including poverty, substance abuse issues, chronic medical conditions, mental health issues and a lack of affordable housing. While some are case managed by mental health clinicians, many have co-occurring mental health and substance abuse issues that are undiagnosed, untreated or self-medicated. The area has no homeless or transitional housing sites for adults to offer support. Formerly incarcerated individuals are often thrust back into the environments that started their journey into the criminal justice system. While multiple criminal justice partners are currently providing programming to transitioning offenders and their families through coordinated re-entry services, there are few funds to support a Housing First model that will reduce the number who are homeless and their length of homelessness. Recidivism rate factors are often related to a lack of permanent housing. With funding support provided herein, PCIRC will have the opportunity to collaborate with each Community Corrections Partnership member to provide case management and housing services to transitioning offenders and their families while reducing recidivism rates in the county. With permanent housing options, families can be reunited with their children sooner when housing barriers are removed. This will allow them to focus their full attention on their physical, emotional and mental wellness. The Pathways Home Project will compliment and align with the work of the BSCC Prop 47 Grant Program in supporting a housing first model for transitioning offenders.

In the 2016-17 service years, Pathways Home served 71 individuals through this program. Within the 2017-18 service years, the program served 85 individuals and exhausted program funding three months before the end of the fiscal year due to local demand. PCIRC believes this significant rise in need is directly related to the increase in referrals from the Plumas County Probation Department and Plumas County Behavioral Health. PCIRC has managed to secure several small pots of funding for the 2018-19 service years through the California Department of Housing & Community Development's Emergency Solutions Grant Program. These dollars, however, do not include any funding for staffing. We are requesting much needed staff time to be able to continue to meet the delivery needs of the Pathways Home Program.

Project Overview: Briefly and concisely address the following areas in the order they are given. **Not to exceed 2 pages.**

- **Goals and Deliverables:** State the overall goal of this measurable project (an over-arching statement about what the project hopes to achieve logically linked to a problem and its causes). This section should clearly communicate the intended results of the project. Briefly state what goods or services will be delivered to the target population and how this will help to achieve the goals of the agency.

- Goal 1: Continue and sustain the Pathways Home Program for homeless transitioning offenders.
- Goal 2: Provide access to a coordinated entry system and case management services for transitioning offenders.
- Goal 3: Provide access to housing first support services including emergency motel sheltering, deposit assistance, rent assistance and utility deposit assistance. Additional access to all PCIRC programs and assistance in securing benefits will also be provided.
- Goal 4: Decrease the number of transitioning offenders who are homeless while reducing recidivism in Plumas County.
- Goal 5: Increase relationships with Community Corrections Partnership members including the Plumas County Jail, Plumas County District Attorney, Plumas County Sheriff, Alternative Sentencing, Plumas County Probation and Plumas County Office of Education.

Clients to be served by the Proposed Project: Describe the client group that will be served in the proposed project. State how many clients will be served and how they will be recruited.

For the purposes of this funding request, PCIRC is asking the Community Corrections Partnership to support homeless transitioning offenders through the Pathways Home Program. PCIRC anticipates serving a minimum of 50 individuals (including family members) in this project in the coming year. Many of the transitioning offenders served over the past year were single adults or two-adult households. Clients are referred through multiple community partners.

- Performance Measures: Briefly describe what performance will be measured and how it will be measured to demonstrate the effectiveness of the program. Please include any definitions or explanations of formulas or instruments used.

PCIRC tracks the delivery of Pathways Home services through referrals, case management services, financial services provided for housing and a multitude of other direct service categories provided.

- Service Area: Describe the specific geographic area (i.e. town) or location (i.e. school) where the proposed services will be delivered.

The service area for this project is countywide in Plumas County.

- Proposed Project Staff: Describe the staff needed for the proposed project including administrative, direct service, and support positions as well as volunteers to the extent possible. Include a summary of the major duties of each position involved in direct service.

PCIRC utilizes a Senior Emergency Services & Housing Coordinator to provide direct services to transitioning offenders. This staff member screens potential clients through a coordinated entry process utilizing a Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT) which rates the individual/family need for homeless services and Pathways Home eligibility. Activities

include the provision of intensive case management services, peer and grief counseling and access to resources and benefits. Staff also maintain established relationships with landlords throughout the county to provide access to housing options. Additional PCIRC staff members provide their expertise in accessing other sources of funding, programs and resources such as CalFresh, Medi-Cal, FRC financial aid (if applicable), workforce development and other life sustaining supports. The agency addresses all of the identified needs of adults to assist in solving barriers to education, workforce development, food insecurity and housing permanency and independence.

- Collaboration for the Proposed Project: Identify the collaborative efforts that are most critical to the success of your proposed project. List the collaborations and how it will improve the service to clients. Please note that letters of cooperative agreements may be required for partnering agencies listed if this proposal is selected for funding.

PCIRC has collaborated with many agencies and organizations throughout the Tri-County area since its inception. The Pathways Home Program collaborative partners include Plumas County District Attorney, Alternative Sentencing Program, Plumas County Sheriff and Jail, Plumas County Office of Education, Plumas County Community Development Commission, Lassen-Plumas-Sierra Community Action Agency, Plumas County Probation Department, Plumas County Behavioral Health, Plumas County Social Services and other county and local program services.

The Pathways Home Program was very successful as a pilot project and its first year of support through CCP. PCIRC is a natural match for the continuance of this much needed housing model. Transitioning offenders participating in the Pathways Home Program have the opportunity to access all PCIRC programming including assistance with accessing benefits, emergency food distribution and food bank vouchers, workforce development referrals, peer counseling, resource and referrals, and community wellness center and health and mental health supports.

Other Benefits (specify)		\$4,792.00
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TOTAL EMPLOYEE RELATED BENEFITS \$ 7,314.00

Contract Services

1. Will any contract services be used? ☐ YES ☒ NO

2. With whom will the applicant contract for services?

NAME OF CONTRACTOR	AMOUNT REQUIRED THIS FISCAL YEAR

TOTAL CONTRACT SERVICES \$ 0

3. What are the contracted individuals or agencies specific duties and responsibilities with regard to the proposed plan?

Include the specific level of involvement each contractor will have, by the number of hours/units and duration of services that will be provided. For example, contractor XYZ will conduct 25 group sessions of juvenile participants during the first year of operation.

Provide a copy of the form of contract to be used by the applicant. Use additional sheets as necessary.

Non Personnel Costs

1. Complete the following:

TRAVEL (Cannot exceed State Travel Costs)	AMOUNT REQUIRED THIS FISCAL YEAR
Auto Mileage: miles at /mile	
Air Transportation	
Subsistence	
Other (describe) Ongoing Continuing Education	

TOTAL IN-STATE TRAVEL 0

2. Explain why the proposed travel is needed if not apparent from the project overview.

To provide ongoing continuing education

Operating Expenses

3. List anticipated expenses by category

AMOUNT REQUIRED THIS CALENDAR YEAR

Postage	
Telephone	\$ 600.00
Lease/Rental	\$1,800.00 (office rent) and \$24,466.00 (client assistance)
Printing	\$ 600.00
Maintenance	
Consumable Supplies (specify)	
Other Costs	

TOTAL OPERATING EXPENSES \$ 27,466.00

JUSTIFICATION OF OPERATING EXPENSES:

Operating Costs include: telephone @ \$50.00 per month x 12 = \$600.00; PCIRC Office Rent @ \$150.00 per month x 12 = \$1,800.00; Deposit/Rent/Emergency Motel Shelter/Utility Assistance for Clients - \$24,466.00; Printing Costs - \$50.00 per month x 12 = \$600.00.

TOTAL PROPOSAL REQUEST \$ 60,000.00

The undersigned agrees to fully comply with all the provisions established in the Request for Proposal the Plumas County Community Corrections Partnership (CCP) for the acceptance of funding.

PROJECT DIRECTOR

Signature:  Date: 27 July 2018

Printed Name: Johanna A. Downey Title: Executive Director

Application for CCP Funds
Face Page

Fiscal year 2018-2019

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Plumas Co. Probation Dept.

Information Requested	Response
Name of Agency	Alliance for Workforce Development, Inc.
Agency Contact Information (operational) (name, address, telephone and e-mail)	Traci Holt 76 Crescent Street, PO Box 3750 Quincy, CA 95971 530-283-9621 x204 tholt@ncen.org
Agency Contact Information (Fiscal) (name, address, phone and e-mail)	Traci Holt 76 Crescent Street, PO Box 3750 Quincy, CA 95971 530-283-9621 x204 tholt@ncen.org
Name of Program	Workforce Development Solutions Employment Retention Strategies
Is this a new or continuing program?	Continuing
Funding Requested from CCP	\$25,000
Funding received from CCP in prior years (specify year and amounts)	\$25,000 17/18 \$25,000 16/17 \$25,000 15/16 \$15,000 14/15
Program Capacity (maximum number of participants program can serve)	30
Current Program Caseload (if applicable)	1

Program Narrative

Description of Applicant Agency: Briefly describe the agency's mission, the type of services provided, and the relationship of the proposed project to other projects operated by the agency. Please attach an organizational chart, which may be used to provide part of the requested information.

The Alliance for Workforce Development, Inc. (AFWD) is a regional non-profit providing workforce development and human resource services; dedicated to enhancing the quality of life throughout our communities, by assisting businesses, organizations and job seekers with their pathway to success.

Service - Our integrated workforce development and human resource services are our products. We provide high quality services, continuously improving our systems and embracing change, to meet the needs of our communities. We strive to do the right things right.

Integrity - As individuals and as a team, we do what we tell people we are going to do. We recognize that meeting performance standards, complying with contract requirements, meticulous fiscal accountability, and high professional ethics in providing services to the public are all essential to meeting our fiduciary responsibility to taxpayers, other funding providers, and ultimately our customers. Achievement of our service mission hinges upon our integrity.

Collaboration - The job seekers and business representative are full partners as we pursue together pathways to success. We seek partnerships with community organizations, encouraging teamwork, to meet the needs of the customer.

AFWD provides employment related services and programs through the Workforce Innovation and Opportunity Act. AFWD's job center facilities are designed to connect employment, education and training into a readily available and user-friendly network of resources. AFWD provides job seekers with access to employment and training opportunities in their community and beyond. We also provide employers with a link to qualified applicants as well as various employer services to assist with human resource management. AFWD provides a single location in local communities where the public can access various public and private organizations to assist with workforce preparation needs.

Employment preparation/readiness services:

- Job search workshops
- Supervised job searches
- Career counselling and planning

- Vocational assessment
- Resume writing assistance
- Job interview preparation
- Internet job search assistance
- Access to job-search tools, including computers and internet
- Referrals to community partners such as the Plumas County Literacy, Plumas County Department of Social Services, Feather River College, Plumas Rural Services

AFWD staff have received numerous trainings on offender re-employment strategies. In August, staff will attend a National Institutes of Corrections re-employment retention strategies. These trainings provide staff with the most up to date techniques in delivering solutions based programs to the justice involved population.

Please see attached organizational chart.

Problem Statement: Describe the nature and scope of the problem the proposed project will address. Include relevant data and facts and statistics specific to the service area and/or target population to support the need for this type of service.

Education and Employment – Problem Areas

For counties with fewer resources and support networks such as Plumas County, this presents considerable challenges. Education, vocational and employment issues are key factors that must be addressed with offenders to improve outcomes and reduce recidivism. AFWD's goal is to effectively address difficult issues of parolee realignment to help them return to the workforce by providing innovative services such as employment counselling and job readiness training. AFWD's vocational programs are presented in a positive environment, which afford offenders a much better chance of successful reintegration back into the community.

California releases approximately 36,000 people from state prison each year. While some of these individuals have received educational and job training through Career Technical Education and California Prison Industry Authority, most do not have the skill set needed to obtain and retain employment. While our proposal does not seek to fix the systematic problems, we do hope to provide positive employment outcomes that could lead to lower recidivism.

Another challenge is the perception that employers have of those with criminal backgrounds. All too often, these individuals are not given a chance due to perceptions. In order for these individuals to be provided a chance at being successful, they must be given the opportunity. AFWD will work more closely with employers, provide work based

learning opportunities for this population. Unless we address the perceptions, it will be very difficult in finding gainful employment for these individuals.

Project Overview: Briefly and concisely address the following areas in the order they are given. **Not to exceed 2 pages.**

- Goals and Deliverables: State the overall goal of this measurable project (an overarching statement about what the project hopes to achieve logically linked to a problem and its causes). This section should clearly communicate the intended results of the project. Briefly state what goods or services will be delivered to the target population and how this will help to achieve the goals of the agency.

AFWD is applying for funds from the Governor's prison to employment initiative. This first of its kind program will use \$37 million of general fund money to create strong linkages between workforce and the correction system. These funds can be used to address barriers and needs based supportive services. Examples include, housing, drug and alcohol rehabilitation services, counseling, mental health services, to name a few.

In addition, AB 1111 will provide funds locally to assist clients with overcoming barriers to employment.

The goal is to assist participants in making permanent behavior changes that will help them achieve a crime-free and positive future. We strive to reduce recidivism through systematic integration of evidence-based principles in collaboration with community and justice partners. AFWD's vocational training practices emphasize outcomes, reducing offender risk and subsequent recidivism and therefore making a positive long-term contribution to public safety. We assess participant's need for employment preparation services and work with them to address personal obstacles to employment. AFWD's comprehensive services include workshops designed to educate and prepare participants for employment.

We would like to continue our work in the jail, providing access to GED prep and testing, as well as provide our job readiness workshops.

Workshops include:

- Job Readiness: The Job Readiness workshop teaches participants how to complete a standard application, job search, set goals, assess yourself, explore careers and how to create a career plan.
- Intro to Resume Writing: Provide resume writing basics, use of online software tools to create resumes, professional resume printing.
- Job Search Strategies & Follow Up: The Job Search Strategies and Follow Up workshop teaches participants how to set SMART goals, how

to identify skills, the importance of attitude and persistence, traditional and non-traditional job search methods, online job search and applications and networking. Participants will also learn how to create a resume, the various types of resumes and when to use them, how to write a cover letter and identify transferable skills.

- Interviewing & Job Retention: The Interviewing and Job Retention workshop teaches participants preparation techniques for interviewing, tips on addressing incarceration, proper attire for interviewing, proper handshake, interview basics, what to expect, the importance of early arrival, the 45 second opening and how to address common interview questions and answers.
- Clients to be served by the Proposed Project: Describe the client group that will be served in the proposed project. State how many clients will be served and how they will be recruited.

AFWD will serve a diverse population of clients that include Post Release Community Supervision (PCS) participants and/or offenders released from the Plumas County Probation Department, those currently incarcerated and other agencies deemed qualified to participate in the program. AFWD's goal is to accommodate approximately 30 participants. Participants must reside in Plumas County and meet required program criteria. We will work with our justice partners for referrals.

- Performance Measures: Briefly describe what performance will be measured and how it will be measured to demonstrate the effectiveness of the program. Please include any definitions or explanations of formulas or instruments used.

Entered Employment: This is determined by how many individuals entered the program unemployed and left employed.

Average Wage at Placement: Of those individuals who left the program employed, the average wage of those individuals.

1. Our goal is to have 50% of those who enter our program, leave the program employed and making more than \$11.00 per hour. We understand the barriers these individuals face and will do the best we can do to ensure these individuals are gainfully employed.

GED Attainment: Measured by the number of individuals entering the program without a GED and left with a GED.

1. The GED attainment measure is dependent on how many individuals enter the program without a GED. For our federal workforce development programs, of those that enter without a GED, we must get at least 70% of them a GED. Given the barriers and difficulty with GED test prep and testing

site, we will work with all of our partners to strive to get all individuals a GED. This is the largest barrier to overcome for this population, one that must be addressed for individuals to be productive members of our communities.

Certificate Attainment: Measured by the number of certificates gained by the individuals served in the program.

1. Like the GED attainment measure, this is dependent on how many individuals need certificates for employability. Based on the number of individuals who need a certificate attainment, we will strive for 50% certificate attainment. This is based on individual need and will be addressed during the assessment process.

Leverage Funds: AFWD is a recipient of federal workforce development funds. We will to the extent possible, leverage on the job training funds to assist clients and employers with gainful employment opportunities. Leveraged funds will be reported each quarter.

- Service Area: Describe the specific geographic area (i.e. town) or location (i.e. school) where the proposed services will be delivered.
 1. AFWD will serve the entire county and most workshops and services will be presented at a designated location or at the County jail. We would like to explore the idea of providing some workshops and GED test prep at our One Stop Employment Center.
- Proposed Project Staff: Describe the staff needed for the proposed project including administrative, direct service, and support positions as well as volunteers to the extent possible. Include a summary of the major duties of each position involved in direct service.

AFWD Staff Needed: This project will require a part time Career Center Advisor and one part-time administrative support team member, with oversight by the Program Manager.

Career Center Advisor key functions: Participate in outreach and orientations. Determine program eligibility. Present employment skills workshops. Conduct basic skills testing. Refer customers to other appropriate community resources available.

Administrative Support key functions: Perform administrative support tasks, such as preparing handouts, quarterly reports, copies for workshops. Fiscal oversight for project.

- Collaboration for the Proposed Project: Identify the collaborative efforts that are most critical to the success of your proposed project. List the collaborations and how it will improve the service to clients. Please note that letters of cooperative agreements may be required for partnering agencies listed if this proposal is selected for funding.

Plumas County Probation Department: Work closely with AFWD by referring qualified participants. Probation will further provide any necessary referrals, monitor participants progress, address attendance or behavioural issues as well as process participant sanctions.

Plumas County Department of Social Services: Partner with AFWD by providing available services such as drug and alcohol rehabilitation, mental health treatment, cash aid and medical assistance, domestic violence and anger management counselling and family community networking to qualified participants and their families.

Plumas County District Attorney's Office - Alternative Sentencing: Work closely with AFWD to provide referrals and coordination of employment related workshops. Provide monitoring/progress updates on shared clients.

Plumas County Office of Education: Partner with PCOE for the adult education program. Leverage adult education funds to provide GED test prep and testing facility.

Feather River College: Partner with AFWD by providing educational training services to participants. FRC's educational services assist participants attain their employment goals by providing necessary education. Work with FRC for GED attainment.

**PLUMAS COUNTY COMMUNITY CORRECTIONS PARTNERSHIP
PROPOSAL BUDGET DETAIL**

Personnel Costs

1. List each employee by job title or classification and salary rate. Use additional sheets as necessary.

JOB TITLE/ CLASSIFICATION	HOURS PER WEEK	HOURLY SALARY	TOTAL SALARY REQUIRED THIS FISCAL YEAR
Career Center Advisor	15	\$20.55	\$16,029.00
Administration, Fiscal	.5	\$23.78	\$618.58
Program Manager	.5	\$42.17	\$1,096.42

TOTAL PERSONNEL COSTS \$ 17,744.00

2. What are the job duties for each employee, if not apparent in the project overview (use additional sheets as necessary.)

JOB TITLE/ CLASSIFICATION	JOB DUTIES
Career Center Advisor	Work with DRC staff, provide weekly workshops, vocational assessment, resume Building, mock interviews, weekly monitoring
Administration, Fiscal	Prepare workshop materials, billing, reporting
Program Manager	Oversee project, determine program eligibility, reporting

3. Show the actual rates and amounts for each of the following:

RATE	ANNUAL AMOUNT	AMOUNT REQUIRED THIS FISCAL YEAR
FICA	\$1,100	\$1,100
Retirement	\$1,064	\$1,064
Workman's Comp	\$271	\$271
Unemployment Insurance	\$434	\$434
Health Insurance	\$3,467	\$3,467
Other Insurance		
Other Benefits (specify)		

TOTAL EMPLOYEE RELATED BENEFITS \$ 6,336.00

Contract Services

1. Will any contract services be used? ☐ YES ☐ NO
2. With whom will the applicant contract for services?

NAME OF CONTRACTOR	AMOUNT REQUIRED THIS FISCAL YEAR

TOTAL CONTRACT SERVICES \$ _____

3. What are the contracted individuals or agencies specific duties and responsibilities with regard to the proposed plan?

Include the specific level of involvement each contractor will have, by the number of hours/units and duration of services that will be provided. For example, contractor XYZ will conduct 25 group sessions of juvenile participants during the first year of operation.

Provide a copy of the form of contract to be used by the applicant. Use additional sheets as necessary.

Non Personnel Costs

1. Complete the following:

TRAVEL (Cannot exceed State Travel Costs)	AMOUNT REQUIRED THIS FISCAL YEAR
Auto Mileage: miles at /mile	
Air Transportation	
Subsistence	
Other (describe)	

TOTAL IN-STATE TRAVEL \$ _____

2. Explain why the proposed travel is needed if not apparent from the project overview.

Operating Expenses

3. List anticipated expenses by category

AMOUNT REQUIRED THIS CALENDAR YEAR

Postage	
Telephone	
Lease/Rental	
Printing	\$500.00
Maintenance	
Consumable Supplies (specify)	\$420.00
Other Costs	

TOTAL OPERATING EXPENSES \$ 920.00

JUSTIFICATION OF OPERATING EXPENSES:

Resume paper is very costly, but a necessity for job seekers. Printing costs and copying of workshop materials, such as the power points, creating a job search portfolio, and assessment materials is a necessary expense for this project. If funded, AFWD will provide the assessment materials and cost of the resume program as an in-kind to this project.

AFWD will also provide \$15,000, as in years past, in-kind match to this project. This is staff time and operating costs above and beyond what is requested in this proposal.

TOTAL PROPOSAL REQUEST \$ 25,000

The undersigned agrees to fully comply with all the provisions established in the Request for Proposal the Plumas County Community Corrections Partnership (CCP) for the acceptance of funding.

PROJECT DIRECTOR

Signature:  Date: July 26, 2018

Printed Name: Traci Holt Title: Executive Director

Application for CCP Funds
Face Page

Fiscal Year: 2018 – 2019

Information Requested	Response
Name of Agency	Plumas County Literacy
Agency Contact Information (operational)	Lindsay Fuchs 445 Jackson St. Quincy CA 95971 530-283-6575 lindsayfuchs@countyofplumas.com
Agency Contact Information (fiscal)	Lindsay Fuchs 445 Jackson St. Quincy CA 95971 530-283-6575 lindsayfuchs@countyofplumas.com
Name of Program	Second Chance
Is this a new or continuing program?	continuing
Funding requested from CCP	\$31732.62
Funding Received from CCP in prior years	2013-2014: \$28, 000 2014-2015: \$30, 000 2015-2016: \$33, 620 2016-2017: \$22, 410 2017 – 2018: \$37, 939
Program Capacity	None
Current Program Caseload	Approximately 250 per quarter

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JUL 27 2018

Plumas Co. Probation Dept.

Program Narrative

Description of Applicant Agency:

Plumas County Literacy (PCL) is a program under the direction of Plumas County Library. It was formed in 1991 in response and with funding from a California voter initiative in response to the unmet learning needs of adults. Affiliated with the California Library system's California Library Literacy Services (CLLS), the local program is mainly grant funded. Its programs and materials are free to all learners.

PCL's programs include: Adult Basic Education (ABE), GED preparation and assistance, English Language Learner classes and one-on-one tutoring, dyslexia remediation, Project Read (teaching caregivers about the benefits of reading aloud with their children and providing free books to those children), beginning/basic computer instruction, beginning/basic financial literacy, resume instruction, Moral Recognition Therapy (MRT) programs within the Plumas County Sheriff's Corrections Center, and more.

In 2008, PCL launched Second Chance, a program designed to provide education services to adults incarcerated in Plumas County's jail. In 2011 that expanded through LSTA grants that provided for computer/iPAD technology classes, ABE, GED, life skills, career exploration, job readiness, anger management, parenting, responsible living and substance abuse and recovery education. Since that time, some of those programs – such as basic computer instruction, career exploration and job readiness, ABE and GED – are still in place, as is the MRT program adopted by the District Attorney's program. Using trained educators, MRT offers parenting, How to Escape Your Prison, and Anger Management to incarcerated men and women. PCL also works with Feather River College in providing class opportunities, tutoring, and test proctoring.

Also: Attached organizational chart for PCL.

Problem Statement:

With the exception of the contribution from the Plumas County General Fund for program housing, utilities, insurance, and related needs within the Plumas County Library system, PCL is entirely grant-funded. PCL's coordinator is charged with grant-writing to provide funding to support its staff, volunteers, and materials.

The California Public Safety Realignment Plan has challenged rural safety-net organizations to meet the reentry needs of prisoners and their families from local jails with declining resources and revenues. Most individuals leaving incarceration lack the ability to fully navigate multiple system providers to meet their health, social, and educational needs. With general support provided herein, PCL's Second Chance works with offenders during their time in jail to prepare them for a successful reentry upon release.

According to the California Department of Justice's most recent statistics in 2017, the Plumas County Sheriff's Office reported 206 felony arrests and 654 misdemeanor arrests. (This is increased from 2016, which reported 173 felony arrests and 617 misdemeanor arrests.) PCL consistently serves the needs of more than 100 men and women per quarter. The program anticipates serving 275 individuals during the 2018-2019 fiscal year.

Plumas County Literacy

Project Overview:

Goals and Deliverables:

Goal 1: To provide access to an array of educational and support services to inmates within the corrections center.

Goal 2: To increase the number of inmates who are prepared for reentry release.

Goal 3: To conduct data collection and reporting on each level of service provided across programs.

Clients to be served by the Proposed Project:

This funding is directly used for those incarcerated in the Plumas County Corrections Facility. We serve those referred to us, but all programs are open to anyone in the facility.

PCL anticipates serving the needs of approximately 275 individuals in instruction during the 2018-2019 fiscal year. This does not cover programs outside the jail.

Performance Measures:

PCL relies on a variety of testing methods. GED pre-test evaluations are provided by GED/Pearson VUE to determine educational levels and establish needs. Specific evaluations are conducted at the beginning and during regular intervals to determine the grade level increase of ABE, English language, and similar program learners using assessment programs provided by organizations like New Readers Press. These assessments are also in keeping with the California Library Literacy Service assessments and goals. MRT uses the successful completion of each module and/or chapter as a self-contained evaluation.

Service Area:

PCL's Second Chance programs are provided by educators within the Plumas County Sheriff's Corrections Center in Quincy. For those who complete their sentence before completing their non-MRT programs, further assistance is available through PCL at the three county library branches in Portola, Chester, and the head branch in Quincy. Funding from CCP is not used for the latter programs; these programs are financed through state grants, grants from foundations and charities, and other resources.

Proposed Project Staff:

The admin staff is Lindsay Fuchs, County Librarian and/or the currently vacant PCL coordinator position, who is responsible for the program direction, data gathering from PCL staff, reporting measures, attending CCP meetings as needed, and overseeing personnel. The direct service staff includes Ron Outland, Second Chance program manager within the jail as well as educator. The direct staff also includes another educator, currently filled by Katie Mitchell, Literacy Program Assistant, but during the fiscal year may be filled instead by the currently vacant Literacy Program Assistant position. (The Literacy Program is currently in the process of recruiting, interviewing, and filling the second Literacy Program Assistant position, who may take over as the second educator for the jail program.)

Collaboration for the Proposed Project:

N/A

**PLUMAS COUNTY COMMUNITY CORRECTIONS PARTNERSHIP
PROPOSAL BUDGET DETAIL**

Personnel Costs

1. List each employee by job title or classification and salary rate. Use additional sheets as necessary.

Job Title/Classification	Hours per Week	Hourly Salary	Total Salary Required This Fiscal Year
Ron Outland, Program Assistant - Educator, Jail Program Manager	17	21.00	\$18564
Katie Mitchell, Program Assistant - Educator	12	13.50	\$8424
Lindsay Fuchs, County Librarian – Admin *	2	31.21	\$1622.92
(vacant), Literacy Coordinator – Admin *	2	20.50	\$1066

Total Personnel Cost: \$29676.92

* Admin duties of County Librarian will be taken over by Literacy Coordinator once position is filled; proposal assumes position will be filled by Dec 2018.

2. What are the job duties for each employee, if not apparent in the project overview (use additional sheets as necessary.)

Job Title/Classification	Job Duties
Ron Outland - Jail Program Manager, Educator	Oversees Literacy's programs within the jail and teaches MRT classes; also preparation time for classes and other related duties.
Katie Mitchell - Educator	Teaches basic computer instruction, career exploration and job readiness, ABE and related gaps in education, GED test prep, dyslexia remediation, and English language skills; also preparation time for classes and other related duties.
Lindsay Fuchs or Literacy Coordinator - Admin	Responsible for the program direction, data gathering from PCL staff, reporting measures, attending CCP meetings as needed, overseeing personnel, and other related duties.

3. Show the actual rates and amounts for each of the following:

Rate	Annual Amount	Amount Required This Fiscal Year
FICA *	205.70	\$205.70
Workman's Comp	N/A	N/A
Unemployment Insurance	N/A	N/A
Other Insurance	N/A	N/A
Other Benefits MediCare	N/A	N/A

Total Employee Related Benefits Cost: \$205.70

* Admin duties of County Librarian will be taken over by Literacy Coordinator once position is filled; proposal assumes position will be filled by Dec 2018.

Contract Services

1. Will any contract services be used? ☐ Yes ☒ No
2. With whom will the applicant contract for services? N/A

Name of Contractor	Amount Required This Fiscal Year

Total Contract Services \$0

3. What are the contracted individuals or agencies specific duties and responsibilities with regard to the proposed plan? N/A

Include the specific level of involvement each contractor will have, by the number of hours/units and duration of services that will be provided. For example, contractor XYZ will conduct 25 group sessions of juvenile participants during the first year of operation.

Provide a copy of the form of contract to be used by the applicant. Use additional sheets as necessary.

Non Personnel Costs

1. Complete the following:

Travel	Amount Required This Fiscal Year
Auto Mileage: miles at /mile	N/A
Air Transportation	N/A
Subsistence	N/A
Other (describe)	N/A

Total In-State Travel \$0

5B



TO: Feather Publishing
FROM: Plumas County
DATE: August 1, 2018
RE: PUBLICATION OF NOTICE

Please publish the following notice in all of your newspapers in the August 22nd and August 29th editions:

NOTICE

The Plumas County Board of Supervisors will open its hearing on the 2018/2019 County Budget at 1:00 p.m. on September 4, 2018. The proposed budget documents are available to members of the general public at the Board of Supervisors Office in the County Courthouse, Room 309. The hearing will take place in the Board of Supervisors Chambers in the County Courthouse, Third Floor, Room 308, Quincy, California. Any member of the general public may appear at the hearing and be heard regarding any item of the budget or for the inclusion of additional items.