



Plumas County Management Council

A Commitment to Coordinated Public Service

**Health & Human Services Building – 2nd Floor Conference Room (Social Services)
Friday, February 5, 2016**

MINUTES

Present: Chuck Leonhardt, Kathy Williams, Randy Wilson, Craig Settlemire, Jeff Engel, Elliott Smart, Jerry Sipe, Lynn Sheehy, Lori Simpson, Dony Sawchuk, Louise Steenkamp, Tim Gibson, Mimi Hall, Julie White, John Steffanic, Michelle Blackford, Bob Perrault, Scott Lawson, Sharyl Preskitt.

9:05 AM: Call to Order, Introductions and Sign-In.

Proposed Revisions or Additions to the Agenda

None

Consideration of Draft Minutes for December 18, 2015

Motion: Elliott Smart; Second: Kathy Williams; Motion passed.

Election of Officers

2016 Officers: Chair, Dony Sawchuk; Vice Chair, Bob Perrault; Treasurer, Julie White; Secretary, shared by Mimi Hall and Lynn Sheehy.

Treasurer's Report

Treasurer yet not present at time of this agenda item. Dony reminded members to submit dues to Julie White.

Departmental Reports & Management Council Topics

Topic 1 - Insurance Requirements for County Contracts: Craig Settlemire led a discussion regarding this topic and distributed the county boilerplate language for standards contracts. The group discussed the various types of contracts and the broad range of contracted services across county departments, from construction to technical consultation. The county boilerplate language states that a contractor shall have commercial general liability coverage of at least \$1 Million. Craig suggested that departments discuss a departure from this standard language with county counsel's office. He also noted that if a department desired a complete waiver of insurance, even on contracts under \$10,000 which typically do not go to the Board, only the Board may waive the insurance requirement for any contract.

Topic 2 – Discussion was held regarding consideration of PCMC attendance to the yearly Department Head Evaluation. Lori Simpson explained PCMC attendance was one way of documenting to the grand jury how the Board communicates with departments. Other discussion ensued regarding the process of coordination with Board members and other departments that many department heads do as a part of their ongoing work, and whether attendance at PCMC is a good indicator of communication and coordination.

Jeff Engel shared the importance of coming together as a county team, and that PCMC was a good venue to accomplish that.

Committee Reports

Employee and Facility Security – Dony Sawchuk asked for follow up from last month’s discussion about employee safety in the HHS Annex. Mimi Hall responded that Public Health, upon feedback from key stakeholders, had decided to address its employee issues within department, rather than with a group of HHS department heads. Since the December meeting, the department had scheduled a special Safety Meeting regarding an Active Shooter scenario (with Risk Management and Building Security as invited guests), and Sergeant Todd Johns conducted a department active shooter training.

No other committee reports at this time.

Roundtable Items

Bob Perrault shared a Public Notice regarding the abrupt close to recycling operations by Waste Management’s subcontractor. He projected that a new recycling subcontractor would be in place in a few weeks’ time.

Discussion Regarding Department Head Negotiations

The group excused Supervisors Simpson and Engel and discussed how Department Head salaries and benefits were historically implemented and how they might be handled going forward.

Adjournment – 11 AM

Next meeting scheduled for March 4, 2016.

Respectfully submitted by Mimi Hall