

## MINUTES

SPECIAL MEETING of  
BOARD OF SUPERVISORS BUDGET AND FINANCE COMMITTEE  
Board of Supervisors Conference Room  
Willows Memorial Hall, Upstairs

Wednesday, April 26, 2017 – 1:30 p.m.

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Present: Supervisors Corum and Minto

Others Present:

Ed Lamb, Finance	Chip Meriam, Interim Assessor	Marcie Skelton, Ag/Air/CUPA
Linda Durrer, Personnel	Betsy Karle, Coop Ext	Dawn Mayer, Child Support
Di Aulabaugh, PPWA	Rick Beatty, Probation	Dwayne Stewart, DA
Jody Samons, HHSA	Olivia Ramirez, Probation	Starryne Lefdal, Co-op Ext
Michelle Knight, Juvenile Hall	Ian Ledbetter, APCD	Eric Scott, CUPA
	Jillian Hughes, Sheriff's Office	Tina Brothers, PPWA

Juvenile Justice Committee:

Sylvia Hoenike, Mary Fernandes, Linda Dahl Gene Schonauer, Lynn Prather

1. CALL TO ORDER – Supervisor Minto called the meeting to order at 1:30 p.m.
2. MINUTES –  
Matter: Review and approve minutes from March 22, 2017 and April 2, 2017  
Proceedings: Consensus approval
3. UNSCHEDULED MATTERS AND PUBLIC COMMENT –  
Matter: Receive comments from the audience, staff and committee members and, if deemed necessary, refer the subject matter for follow-up and/or schedule the matter on a subsequent agenda if required.  
Proceedings: Jill Hughes, Administrative Services Officer Glenn County Sheriff Office announced the Law Enforcement Services contract between the County and the City of Willows had been approved by City Council.
4. STRATEGIC PLAN FOCUS AREAS –  
Matter: Discuss and possibly take action on Strategic Planning items being reviewed or worked toward by the Budget and Finance Committee.  
Proceedings: Supervisor Minto announced that in consideration for the large number of meeting attendees present for Juvenile Hall Assessment that item would be taken first and the remaining agenda items taken up following that.
  - a. Juvenile Hall Assessment – Supervisor Minto announced that he and Supervisor Corum had received the list of contacts as requested from the Juvenile Hall Manager Michelle Knight and divided them up for interviewing. Each supervisor will prepare a written report to the Board of Supervisors for the May 2, 2017 meeting. Supervisor Corum added that he had also reached out to other jurisdictions to see how their operations worked and how well such as Lake County, Colusa County. Supervisor Minto then invited comment from the Juvenile Justice Committee members present. Gene Schonauer and Mary Fernandez spoke in opposition of the facility closing and provided a handout of statistical data to be included with the Supervisors report to the Board.

Supervisor Minto clarified that the May 2 Board report was not a decision to decommission but rather to move forward with looking at a contract and transition of staffing and to address Mr. Thompson's reported staffing issues at the Glenn County facility that may force the issue of sending the juveniles to another site. Supervisor Corum added that this is a sensitive and complex issue and the goal is to provide the full Board as complete a package of information as possible.

- b. Community & Economic Development (Focus Area 1)
  - i. One-Stop-Shop: No new information reported on this item.
- c. County Financial Stability (Focus Area 3)
  - i. Public Guardian-Administrator: Supervisor Corum handed out a report prepared by Health & Human Services Agency (HHSA) and recommended moving this item forward to the Board of Supervisors for action. Director of Finance Ed Lamb reported that the services and supplies budget for this department was fully expended and a budget transfer was needed. Consensus of the members was to request a review of the current job classifications by the Personnel Director, request that review be incorporated into a draft transition plan recommendation from HHSA Director and move the item to the Board of Supervisors for a decision.
  - ii. Building Inspection Services: Cooperative between City and County – Di Aulabaugh shared that talks with City of Willows were on-going. County still trying to fill vacancies. No new information to report.
  - iii. Focus on Renewable Energy and Efficiency Upgrades – Di Aulabaugh provided an update from AirCon Energy's investment grade audit of county facilities. Utility data was being analyzed, potential for solar projects being considered, aggregation of solar arrays to serve multiple facilities at same or contiguous sites, site inspections were completed, building plans being reviewed, report back when proposal is ready for presentation to full Board.
- d. Standards of Practice (Focus Area 4)
  - i. Update Administrative Manual and County Codes related to purchasing, contracts and other fiscal areas of operation of the County – Ed Lamb shared that he was drafting changes, had asked for input from Department Heads, and requested clarification on personal services versus professional services versus goods. Concluded with consensus that alignment with State and or Federal funding agencies and input from department heads was desired. Asked that item be brought back once edits were ready for review.

5. OTHER BUSINESS, REPORTS AND COMMUNICATION – None heard.

6. ADJOURNED at 2:30 p.m.