

BUTTE COUNTY BOARD OF SUPERVISORS

AGENDA

April 26, 2011



County Supervisors

Bill Connelly, District 1

Larry Wahl, District 2

Maureen Kirk, District 3

Steve Lambert, District 4

Kim Yamaguchi, District 5

Paul Hahn, Chief Administrative Officer
and Clerk of the Board

Bruce Alpert, County Counsel

9:00 A.M.

1.00 CALL TO ORDER

- 1.01 Call to Order - Board of Supervisors Room, County Administration Building, 25 County Center Drive, Oroville.
- 1.02 Pledge of Allegiance to the Flag of the United States of America.
- 1.03 Observation of a Moment of Silence.
- 1.04 **CORRECTIONS AND/OR CHANGES TO THE AGENDA.**

3.00 CONSENT AGENDA**AGRICULTURE**

- 3.01 *** United States Department of Agriculture – Wildlife Services Program - agreement with United States Department of Agriculture for wildlife damage management on properties within Butte County. The term of the agreement is July 1, 2011 through June 30, 2012 with a maximum amount payable of \$56,646 (department budget) - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

ASSESSOR

- 3.02 *** Megabyte Systems, Inc. – agreement and addenda with Megabyte Systems, Inc. for the software package for the tax cycle departments. The term of the agreement is July 1, 2011 through June 30, 2012 with a maximum amount payable of \$198,298.36. The costs for this software will be shared by the offices of the Assessor, the Auditor-Controller, and the Treasurer-Tax Collector (department budgets) – action requested – APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

**BEHAVIORAL
HEALTH**

- 3.03 *** Rush Personnel Services, Inc. - amendment to the agreement with Rush Personnel Services, Inc. for payroll services for Butte County Behavioral Health (BCDBH) consumers who are receiving training and work experience through the BCDBH offices. The amendment increases the maximum amount payable by \$151,926 (department budget utilizing grant funds) - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.
- 3.04 *** George Richard Heitzman, M.D. - amendment to the agreement with George Richard Heitzman, M.D. for psychiatric services for adult clients at the Oroville Outpatient Clinic. The amendment increases the maximum amount payable by \$35,500 (department budget utilizing state and federal Medi-Cal funds) - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

- 3.05** * Esplanade Enterprises, Inc. dba Merit Medi-Trans, Inc. - amendment to the agreement with Merit Medi-Trans, Inc. for non-emergency client transportation services for BCDBH clients. The amendment increases the maximum amount payable by \$137,283.70 (department budget utilizing grant funds and realignment funds) - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.
- 3.06** * Resolution Recognizing May 2011 as Mental Health Awareness Month – action requested – ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.
- 3.07** * Crestwood Behavioral Health, Inc. – amendment to the agreement with Crestwood Behavioral Health, Inc. for behavioral intervention and psychosocial rehabilitation for consumers in secure residential settings. The amendment increases the maximum amount payable by \$146,156.79 (department budget utilizing realignment funds) - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.
- 3.08** * Northern Valley Catholic Social Services - amendment to the agreement with Northern Valley Catholic Social Services which provides low cost or free mental health, housing, vocational and support services to individuals and families through various programs. The amendment increases the maximum amount payable by \$46,081.70 (department budget utilizing grant funds)- action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

CHIEF
ADMINISTRATIVE
OFFICE

- 3.09** * Resolution Terminating Local Emergency – Butte County’s Chief Administrative Officer declared a local emergency on April 1, 2011 as a result of high winds, torrential rains and heavy snow. The declaration was ratified by the Board of Supervisors on April 7, 2011. The situation resulting from said conditions of extreme peril is now deemed to be within the control of the normal protective services, personnel, equipment and facilities within the County of Butte - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.
- 3.10** * Approval of Minutes – submitted are the minutes for March 29, 2011 and April 7, 2011 – action requested – APPROVE MINUTES.

CLERK-
RECORDER/REGISTRAR
OF VOTERS

- 3.11** * Resolution Approving Applications for Funds Under the Help America Vote Act (HAVA) of 2002 – request for approval of applications for funds available through HAVA. These funds are used to ensure voting access for individuals with disabilities - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN; AND AUTHORIZE THE COUNTY CLERK-RECORDER OR HER DESIGNEE TO EXECUTE ALL NECESSARY DOCUMENTS RELATED TO HAVA FUNDING.

- 3.12** * Redistricting Process – On March 14, 2011, the Board of Supervisors appointed the Clerk-Recorder/Registrar of Voters, GIS, and County Counsel as technical support for the redistricting process. As directed by the Board, maps of current supervisorial districts with requested details have been provided to each Board member and are available on the County’s website for public review. The department requests approval of a timeline for the redistricting process - action requested – ADOPT TIMELINE FOR THE REDISTRICTING PROCESS AS DETAILED IN THE AGENDA REPORT; AND SCHEDULE PUBLIC HEARINGS TO BE HELD ON MAY 10, 2011 AND MAY 24, 2011 AT 1:00 P.M.

DISTRICT ATTORNEY

- 3.13** * Fixed Asset Purchase and Budget Adjustments – request for approval for the fixed asset purchase of additional data storage space for the existing case tracking operating system used by the department. The total cost of the purchase is \$13,237.50 (department budget) – action requested – APPROVE FIXED ASSET PURCHASE; AND APPROVE RELATED BUDGET ADJUSTMENTS (4/5 vote required) AS DETAILED IN THE AGENDA REPORT.

**EMPLOYMENT AND
SOCIAL SERVICES**

- 3.14** * Fixed Asset Purchase and Budget Adjustment – request for approval for the fixed asset purchase of workstations for an amount not to exceed \$16,412 (department budget). The workstations will be used for the Help Desk staff to comply with security requirements associated with the possession of IRS documents. There will be no impact to general purpose revenues for this purchase – action requested – APPROVE FIXED ASSET PURCHASE; AND APPROVE RELATED BUDGET ADJUSTMENT.

- 3.15** * Northern California Youth and Family Programs - agreement with Northern California Youth and Family Programs for the Emancipating Youth Stipend program. These funds are available through an allocation from the State of California which allows for retroactive claims beginning July 1, 2010. The term of the agreement is July 1, 2010 through June 30, 2011 with a maximum amount payable of \$11,372 - action requested - APPROVE AGREEMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER; ACCEPT UNANTICIPATED REVENUE AND APPROVE RELATED BUDGET ADJUSTMENT (4/5 vote required).

- 3.16** * Addus Healthcare, Inc. - amendment to the agreement with Addus Healthcare, Inc. for In-Home Supportive Services (IHSS) to Butte County clients. The amendment extends the term of the agreement through June 30, 2012 and increases the maximum amount payable to \$536,760 (department budget) - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

- 3.17** * Budget Adjustment – request for approval of a budget adjustment in the amount of \$24,300 that would allow General Services to oversee and manage the remodel project at the Chico Community Employment Center (CEC). This space will be occupied by the Veterans Service Office and the department’s information systems staff. The department has available funds in its current year budget. There is no impact to general purpose revenues for the purchase – action requested – APPROVE BUDGET ADJUSTMENT (4/5 vote required).

GENERAL SERVICES

- 3.18** * Budget Adjustment for County Service Area 34 – Gridley Swimming Pool – Butte County has partnered with the Butte County Fair Board for many years to provide the community of Gridley with a public swimming pool. The Fair Board provides operation, maintenance and repair of the pool and the County provides reimbursement to the Fair Board for this work. The Fair Board has reported that repairs are needed for the pool. Butte County Purchasing assisted in the solicitation and preparation of a contract for the repair at a cost of \$75,400 (CSA 34) – action requested – APPROVE BUDGET ADJUSTMENT (4/5 vote required).

HUMANRESOURCES

- 3.19** * Resolution to Amend the Salary Ordinance – The resolution will amend the salary ordinance as follows:

BEHAVIORAL HEALTH – deletes one vacant position of Staff Nurse, Senior/Staff Nurse/Staff Nurse Associate and adds one position of Psychiatric Technician, Senior/Psychiatric Technician. This change will allow the department greater flexibility when hiring. The department estimates this change will provide cost savings of approximately \$2,386 if the position is filled for the remainder of fiscal year 2010/2011. This position is fully funded with Mental Health Services Act (MHSA) funds. There is no financial impact to the County’s General Fund. This change leaves the total position allocations within the department unchanged at 291.5 - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

INFORMATION
SYSTEMS

- 3.20** * Fiscal Year 2007 Public Safety Interoperable Communications (PSIC) Grant Agreement Amendment - approval is requested to accept and appropriate \$66,198 in PSIC funds from the California Emergency Management Agency (Cal EMA). These funds are used for interoperable communications systems planning activities for the eighteen counties that comprise the Northern Planning Area. The funds will also be used to extend the agreement with North Highland Company to continue interoperable planning for the region – action requested - APPROVE BUDGET ADJUSTMENT (4/5 vote required) ACCEPTING AND APPROPRIATING FUNDS; AND APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

LIBRARY

- 3.21** * Library Donations – The Library has received the following donations for books: \$100 from Paradise Women of the Moose, Chapter 1628; \$100 from Madeleine Adams; \$200 from Maudie A. Penney; \$240 from Ladies of the Club; \$1,200 from Oroville Friends of the Library; and \$3,270 from Chico Friends of the Library - action requested – ACCEPT DONATIONS AND AUTHORIZE LETTERS OF APPRECIATION.

- 3.22 * Budget Adjustment – request for approval of a budget adjustment for the purchase of new furniture, equipment, staff training and development for the Paradise branch of the Library. The total increase in appropriations requested is \$40,000, which is offset by \$22,000 from the North Valley Community Foundation and \$18,000 in donations currently held in restricted cash. There is no impact to the General Fund – action requested – APPROVE BUDGET ADJUSTMENT (4/5 vote required).

PUBLIC HEALTH

- 3.23 * Look Ahead Veterinary Hospital - amendment to the agreement with Look Ahead Veterinary Hospital for medical services and boarding animals impounded by the Animal Control Division. The amendment extends the term of the agreement through June 30, 2012 and increases the maximum amount payable by \$20,000 (department budget) - action requested - APPROVE AGREEMENT AMENDMENT AND AUTHORIZE THE CHAIR TO SIGN SUBJECT TO REVIEW BY COUNTY COUNSEL AND THE AUDITOR-CONTROLLER.

PUBLIC WORKS

- 3.24 * Resolution Authorizing Tehama County to Submit a Regional Grant Application on Behalf of Butte County - consideration of a resolution authorizing Tehama County to submit the application for household hazardous waste grant funds available through the California Department of Resources Recycling and Recovery. Tehama County would act as the lead agency for the purpose of administering and implementing the grant - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

TREASURER-TAX COLLECTOR

- 3.25 * Resolution Authorizing and Approving Tax and Revenue Anticipation Notes (TRAN) for Fiscal Year 2011/2012 - resolution that authorizes the Auditor and Treasurer to begin procedures to participate in the California Communities Cash Flow Financing Program for the 2011/2012 issuance of TRANs. The issuance will be for a maximum feasible amount to be determined by the Treasurer and Auditor, not to exceed \$40,000,000 - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.

WATER AND RESOURCE CONSERVATION

- 3.26 * Resolution Recognizing May 2011 as Water and Watershed Awareness Month - action required - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN.
- 3.27 * Northern Sacramento Valley Integrated Regional Water Management (IRWM) Technical Advisory Committee (TAC) - On September 14, 2010, the Board of Supervisors approved recommendations from the Water Commission regarding the governance structure which will guide the IRWM planning process for this regional effort. At their March 7, 2011 meeting, the IRWM Board established criteria for the appointment of a TAC to assist with the development of the IRWM plan - action requested – APPOINT VICKIE NEWLIN AS THE BUTTE COUNTY STAFF MEMBER OF THE NORTHERN SACRAMENTO VALLEY INTEGRATED REGIONAL WATER MANAGEMENT TAC; AND DIRECT STAFF TO SOLICIT LETTERS OF INTEREST FOR ONE LANDOWNER REPRESENTATIVE TO SERVE ON THE NORTHERN SACRAMENTO VALLEY INTEGRATED REGIONAL WATER MANAGEMENT TAC.

4.00 **REGULAR AGENDA**

**BOARDS,
COMMISSIONS AND
COMMITTEES**

4.01 **Boards, Commissions and Committees**

- * 1. Appointments to Listed Vacancies

- * 2. Butte Local Agency Formation Commission (LAFCO) – action requested – 1) APPOINT ONE BOARD OF SUPERVISORS MEMBER TO A FOUR-YEAR TERM TO END MAY 31, 2015; 2) APPOINT ONE BOARD OF SUPERVISORS MEMBER TO A TWO-YEAR TERM TO END MAY 31, 2013; AND APPOINT ONE BOARD OF SUPERVISOR MEMBER AS ALTERNATE (TERM TO END MAY 31, 2015).

- 3. Board Member or Committee Reports

**BUDGET, LEGISLATIVE
OR COUNTY RELATED
UPDATES**

4.02 **Update of Current Budget and Legislative Issues by the Chief Administrative Officer.**

**PRESENTATION AND
DISCUSSION ITEMS**

- 4.03** * **Cash Advance for Butte County Department of Behavioral Health (BCDBH)** - Due to slow reimbursement of state funds, the department will have an estimated cash deficit of \$6 million by June 30, 2011. Approval is requested for a cash advance of up to \$10 million from the Public Health restricted cash realignment accounts into the Behavioral Health Fund. BCDBH will repay the requested cash advance by April 2012 with all available funds received from Medi-Cal claiming and Realignment revenues – action requested – AUTHORIZE CASH ADVANCE OF UP TO \$10 MILLION FROM THE PUBLIC HEALTH REALIGNMENT RESTRICTED CASH ACCOUNTS INTO THE BEHAVIORAL HEALTH FUND. (Department of Behavioral Health/Administration)

4.04 * Mental Health Services Act (MHSA) Housing Project – Valley View Apartments – Butte County Department of Behavioral Health (BCDBH) has been granted MHSA funding to develop permanent supportive housing for individuals with mental illness who are homeless or at risk of homelessness. BCDBH is in partnership with Northern Valley Catholic Social Services and Youth for Change to develop Valley View Apartments which will provide affordable housing to low income transition youth ages 18-24 and emancipated youth ages 16 and 17. The department requests approval of a resolution which details the following actions -

1. RECOMMENDATION OF THE PROJECT;
2. AUTHORIZE BCDBH TO SUBMIT A HOUSING PROGRAM APPLICATION TO THE DEPARTMENT OF MENTAL HEALTH (DMH) AND THE CALIFORNIA HOUSING AND FINANCE AGENCY (CALHFA) TO DRAW DOWN MHSA HOUSING FUNDS PREVIOUSLY ALLOCATED TO BCDBH FOR HOUSING PROJECTS;
3. AUTHORIZE BCDBH DIRECTOR OR DESIGNEE TO SIGN THE HOUSING PROGRAM APPLICATION AND RELATED MEMORANDUM OF UNDERSTANDING (MOU) PREPARED AS PART OF THE HOUSING PROGRAM APPLICATION;
4. AUTHORIZE THE BCDBH DIRECTOR TO SUBMIT A LETTER TO CALHFA REQUESTING A WAIVER TO INCREASE THE USE OF MHSA HOUSING PROGRAM FUNDS FROM 33% TO 52% PER UNIT; AND
5. AUTHORIZE CALHFA TO ALLOCATE INTEREST EARNED IN BUTTE COUNTY'S ACCOUNT, UNTIL CALHFA LOAN CLOSING, TO THE VALLEY VIEW APARTMENTS PROJECT. (Department of Behavioral Health)

4.05 Items Removed from the Consent Agenda for Board Consideration and Action.

4.06 * Recess as the Butte County Board of Supervisors and convene as the Thompson Flat Cemetery District Board of Trustees

THOMPSON FLAT CEMETERY DISTRICT
BOARD OF DIRECTORS
AGENDA
APRIL 26, 2011

- 1.00** **CALL TO ORDER** - Butte County Board of Supervisors Room, 25 County Center Drive, Oroville. The Board of Directors is required to convene at least once a quarter pursuant to Health and Safety Code 9029.

- 2.00** **CONSENT AGENDA** (None)

- 3.00** **REGULAR AGENDA** (None)

- 4.00** **PUBLIC COMMENT** (each speaker limited to five minutes)

Comments to the Board on issues and items not listed on the agenda. Presentations will be limited to five minutes. Please note that pursuant to California state law, the Board is prohibited from taking action on any item not listed on the agenda.

ADJOURNMENT

Adjourn as the Thompson Flat Cemetery District Board of Directors and reconvene as the Butte County Board of Supervisors.

5.00 PUBLIC HEARINGS AND TIMED ITEMS

- 9:45 A.M. **5.01** * Public Hearing – Revised Butte County Mining Ordinance, Butte County Code (BCC) Chapter 13, Article II, Surface Mining and Reclamation – The department requests the adoption of a revised Surface Mining and Reclamation Ordinance. The proposed ordinance improves Butte County’s ability to review applications for, and monitor the conduct of, surface mining and reclamation within the County. This ordinance includes a modification to Butte County Code Section 24-45.25 which provides the correct reference to the state government code for notice of a public hearing. Staff also requests approval of a related resolution adopting the negative declaration under the California Environmental Quality Act (CEQA) for the revisions to BCC Chapters 13 and 24 – action requested – ADOPT ORDINANCE AND AUTHORIZE THE CHAIR TO SIGN; AND ADOPT RELATED RESOLUTION WITH FINDINGS AND AUTHORIZE THE CHAIR TO SIGN. (Department of Development Services)
- 10:15 A.M. **5.02** * Public Hearing – Community Development Block Grant (CDBG) Program Income Reuse Plan Amendment – The Reuse Plan incorporates the guidelines for the County’s CDBG Housing Rehabilitation Loan Program and CDBG Business Loan Program. These guidelines have been revised to comply with CDBG regulations – action requested – APPROVE THE AMENDED REUSE PLAN; AND ADOPT RELATED RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN. (Administration)
- 10:45 A.M. **5.03** * Public Hearing - Grant Application to the 2008 Disaster Recovery Initiative (DRI) Allocation of the State CDBG Program – request for approval of an application to the Department of Housing and Community Development for an additional \$3,093,980 in DRI grant funds for eligible programs which include housing rehabilitation, public facilities, public improvements, and hazard mitigation planning. These funds are available to jurisdictions directly impacted by, and included in, one of the two federally declared major disasters issued in 2008. In 2010, Butte County applied for and received \$4,300,000 in DRI funds - action requested - ADOPT RESOLUTION AND AUTHORIZE THE CHAIR TO SIGN. (Administration)

1:00 P.M.

5.04 *

Timed Item - Public Workshop for Draft Zoning Ordinance - The Butte County Zoning Ordinance is being updated in conjunction with the recently approved Butte County General Plan (“Butte County General Plan 2030”). A draft of the updated Zoning Ordinance and Zoning Map was published on July 2, 2010. The Planning Commission performed a comprehensive review of the Draft Zoning Ordinance during eight all-day public workshops. The purpose of this workshop is to receive further direction from the Board of Supervisors on several outstanding policy items. The department requests discussion and direction on the following four items:

1. The process of updated schedule for reviewing the Draft Zoning Ordinance leading to adoption;
2. The concept of utilizing a Zoning Administrator function in the Draft Zoning Ordinance as the review authority for minor use permits, minor variances, interpretations of the Zoning Ordinance, and other minor permit process;
3. The concept and strategy of permitting accessory uses within the Draft Zoning Ordinance; and
4. The Policy Question of how to permit solar energy land uses in Agricultural zones within the Draft Zoning Ordinance - action requested - PROVIDE DIRECTION TO STAFF AND INSTRUCT INCORPORATION OF CHANGES INTO THE SECOND DRAFT ZONING ORDINANCE; AND PROCEED WITH DRAFT ZONING ORDINANCE UPDATE PROCESS. (Department of Development Services)

6.00

PUBLIC COMMENT (each speaker limited to five minutes)

Comments to the Board on issues and items not listed on the agenda. Presentations will be limited to five minutes. Please note that pursuant to California state law, the Board of Supervisors is prohibited from taking action on any item not listed on the agenda.

7.00

CLOSED SESSION

7.01

CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO GOVERNMENT CODE SECTION 54957.6:

LABOR NEGOTIATORS: JACK HUGHES & BRIAN RING
EMPLOYEE

ORGANIZATIONS: BCEA, SSW, BCMEA, PPOA, PEA,
DSA - MANAGEMENT/SUPERVISORY UNIT,
DSA- GENERAL UNIT,
BCCOA - SUPERVISORY UNIT,
BCCOA - GENERAL UNIT
BCCOA - GENERAL UNIT
NON-REPRESENTED EMPLOYEES

- 7.02 CONFERENCES WITH REAL PROPERTY NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54956.8

 PROPERTY: APN 071-450-001
 AGENCY NEGOTIATOR: GRANT HUNSICKER
 NEGOTIATING PARTY: STATE OF CALIFORNIA
 NEGOTIATIONS: TERMS CONVEYANCE

 PROPERTY: APN 068-150-006
 AGENCY NEGOTIATOR: GRANT HUNSICKER
 NEGOTIATING PARTY: STATE OF CALIFORNIA
 NEGOTIATIONS: TERMS OF CONVEYANCE

- 7.03 ACTUAL LITIGATION PURSUANT TO GOV. CODE SECTION 54956.9(A) – THREE CASES
 - 1. LAKE OROVILLE INTERVENTION (FERC PROJECT 2100);
 - 2. BEC V. COUNTY OF BUTTE; BUTTE COUNTY SUPERIOR COURT CASE NO. 152362.
 - 3. CALIFORNIA SPORTFISHING PROTECTION ALLIANCE V. COUNTY OF BUTTE; USDC-EASTERN DISTRICT CASE NO 10-03203

- 7.04 SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO GOV. CODE SECTION 54956.9(b)(1) – ONE POTENTIAL CASE

- 7.05 PUBLIC EMPLOYEE EMPLOYMENT, PERFORMANCE EVALUATIONS, INCLUDING: GOALS, PURSUANT TO GOVERNMENT CODE SECTION 54957:
 - 1. AGRICULTURAL COMMISSIONER
 - 2. BEHAVIORAL HEALTH DIRECTOR
 - 3. CHIEF ADMINISTRATIVE OFFICER
 - 4. CHIEF PROBATION OFFICER
 - 5. CHILD SUPPORT SERVICES DIRECTOR
 - 6. COUNTY COUNSEL
 - 7. DEVELOPMENT SERVICES DIRECTOR
 - 8. EMPLOYMENT AND SOCIAL SERVICES DIRECTOR
 - 9. HUMAN RESOURCES DIRECTOR
 - 10. INFORMATION SERVICES DIRECTOR
 - 11. LIBRARY DIRECTOR
 - 12. PUBLIC HEALTH DIRECTOR
 - 13. PUBLIC WORKS DIRECTOR
 - 14. WATER AND RESOURCE CONSERVATION DIRECTOR

**Information and Procedures Concerning the Agenda and Conduct of
the Board of Supervisors Meetings**

Meeting Information:

Meetings are generally held the second and fourth Tuesday of each month. Meetings start at 9:00 a.m. and are held in the Board of Supervisors Chambers, County Administration Building, 25 County Center Drive, Oroville. At the end of each year the Board adopts a meeting schedule for the upcoming year. Meeting dates can be changed as a result of holidays or other events so please check the meeting calendar to be certain. Copies of the adopted meeting calendar for the year are available in the County Administrative Office or at the Clerk of the Board website at www.buttecounty.net/cob.

Agenda Information:

The agenda for every meeting of the Board is posted in front of the County Administration Building at least 72 hours before each meeting, and is available by mail subscription, e-mail subscription, or at the Clerk of the Board website. A copy of the agenda and supporting materials provided to the Board of Supervisors members to explain each agenda item (excluding documents that are not a public record within the meaning of the Public Records Act) are available for your review at the County Administrative Office, the Chico, Oroville, and Paradise libraries (please do not remove items from these files), and at the Clerk of the Board website. Copies of supporting materials can be made for you at a charge to cover costs. The list of communications included with the agenda packages is not comprehensive. Additional communications to the Board of Supervisors may have been received but not included in the agenda supporting material. Copies of all communications received by the Board of Supervisors (excluding documents that are not a public record within the meaning of the Public Records Act) are available at the Administrative Office upon request. An (*) appearing before an agenda item signifies that material has been provided to the Board of Supervisors members to explain that item.

**Agenda Format and
Meeting Order:**

The agenda is usually organized into the following areas and meetings generally proceed in the following order:

1. **Consent Agenda:** these are items that are considered routine and are handled by one motion and vote of the Board. If you wish to discuss any item on the Consent Agenda you can either fill out a speaker card (located in the back of the board room) and give it to the Clerk of the Board (sitting to the right of the Board) or, when the Chair asks if there is anything anyone would like to remove from the Consent Agenda, stand and approach the podium and request the item be removed. The removed items are discussed at the end of the Regular Agenda.
2. **Regular Agenda:** this is where presentations to the Board and items that require full discussion are heard. Items removed from the Consent Agenda are discussed under this section.
3. **Public Hearing and Timed Items:** this is where items that are required by law to be heard as a public hearing are set. This is the section where appeals before the Board are usually discussed. Hearings may start after the time listed, but will never start before the time listed.
4. **Public Comment:** this is the area of the agenda where members of the audience may address the Board on any matter not listed on the agenda. The Board, by law, cannot take action on any matter not listed on the agenda, but may respond to statements or questions and provide staff direction.
5. **Closed Session:** the Board is authorized, by law, to meet in a closed session in certain circumstances. This area of the agenda identifies those items that will be discussed during the closed session.

Public Participation:

It is the policy of the Board of Supervisors, and a requirement of the California Open Meetings Law, to allow members of the public the opportunity to comment on all matters before the Board. Public participation is limited to matters within the subject matter jurisdiction of the Board pursuant to Government Code Section 54954.3. The Board has adopted policy and procedures to facilitate the meeting process and conduct. A complete listing of these policies and procedures can be found in the printed booklet agenda, obtained at the County Administrative Office, or viewed at the Clerk of the Board website.

The Board of Supervisors is also committed to making its proceedings accessible to all citizens. Individuals with special needs should call the Clerk of the Board at 530-538-7631, Monday through Friday, 8:00 a.m. to 5:00 p.m. to request disability-related modifications/accommodations or to request materials in alternate formats. All requests for special accommodations and/or alternative format documents must be made 48 hours prior to the meeting.

For further information contact the:

Clerk of the Board of Supervisors
County Administrative Office
25 County Center Drive, Oroville, CA 95965
530-538-7631
www.buttecounty.net/cob