

Calaveras County BOS Special Meeting - 08.17.2021

Public meeting called to order at 9:37 a.m.

Staff Announcements

- **Cori Allen - HHS Director** - yesterday we lost 3 individuals to Covid; 1 male in his 40s and 2 females in their 60s. There are things that the community can do to help in this pandemic - protect your household and community. Delta variant is much more aggressive and spreads easier. We all need to do what we can do to prevent the spread. Choose to mask and separate ourselves from others regardless of whether you are vaccinated or not. If you have symptoms, stay home, call your doctor and get tested. Those not fully vaccinated, you can choose to protect yourself by getting the vaccine, get tested, wear masks and keep the distance. Have expanded appointments for testing. Today and tomorrow at San Andreas Library from 9 a.m. to noon. Can go on line to make an appointment or call 754-6460 or visit the CalaverasCovid19 website. Sonora is testing from 7 a.m. to 7 p.m. daily. Starting August 18, Sonora will move back to the fairgrounds and will be open daily.
- **Michael Magana - Calaveras County Public Health** - those with a weakened immune system which may include cancer, advanced HIV infection, getting treatments for steroids or those meds that will compromise immune system. the CDC recommends getting Pfizer or Moderna to get the additional dose/booster. Contact your doctor for information and confirmation. Will have to go through your pharmacy at this time. Delta variant is two times as contagious as previous variants and can cause severe illness in non-vaccinated people. Vaccinated people can get break through cases but it will be less severe. Can visit MyTurn.CA.gov to make an appointment or walk in clinics are available for the vaccine. Contact your doctor to see if the booster shot is something you should be getting. Calaveras County is not providing booster at this time pending guidelines from the CA department of health.
- **Robert Pachinger** - yesterday released bid for the construction of the widen hill project. It is in hands of contractor. Bids are due September 23, 2021.
- **Rebecca Turner - Registrar of Voters** - ballots mailed out yesterday and can return by mail at any drop boxes or in person voting. Complete list is located with your ballot or call toll free 833-536-8683.

General Public Comments

- None

Consent Agenda

3. Action Item - Probation (ID # 6236) Authorize the Board Chair to sign the Motherlode Regional Juvenile Detention Facility MOU Amendment #2, extending the agreement for an additional year (term ending June 30, 2022).

4. Agreement - Behavioral Health Services - Mental Health Program (ID # 6244) Authorize the Director of the Health and Human Services Agency or designee to 1) apply for the Crisis Care Mobile Units Program, Track 1 Planning Grant funding; 2) sign and submit the required documentation to apply for said grant funding, resulting in revenue in an amount not to exceed \$200,000 for the period of September 15, 2021 through February 14, 2023; and 3) execute any and all documentation required to receive said funding, including subsequent amendments, if any.

Motion to approve consent agenda items 3 and 4 - Passed 5 - 0.

Regular Agenda

5. Action Item - Administrative Office (ID # 6257) 1) Receive a Presentation on Strategic Planning, and 2) direct the County Administrative Officer to negotiate an agreement with the Municipal Resource Group for third-party facilitator and strategic planning consulting services.

- **Christa Von Lotta - CAO** - overview re strategic planning - made priority for this calendar year and created a committee which has been meeting monthly since March. Hoping to move forward with the third party.
- **Pat Blacklock - President/CEO of RCRC - Presented power point presentation. Please review for detailed information.** We do strategic planning to provide direction. Much is mandated but there is some discretion and the strategic plan helps provide direction and good financial reason to make organization run more smoothly, no alignment in absences of strategic plan.
- **Carolyn Jhaji - Communications Director RCRC** - strategic planning is guiding document over set period of time - 3 to 5 years. Mission is purpose of your organization; vision - looking forward as to what you want to achieve; strategic plan - how you are going to get there. Want plan to be meaningful for what works best for you and your organization. Terminology examples - can be modified; goal - broad outcomes that the organization hopes to achieve; objectives - measurable outcomes taken to achieve a goal (includes performance, ethic); Strategies - specific approaches taken to achieve an objective; Tactics - the tools or actionable steps to pursue a strategy and its associated objective. Process timeline can be a few months or a year or more. Three main stages: Engagement - gather input on the key areas of need from internal staff, leadership, community based organizations, tribal nations, and the public; Plan Development - draft the plan based on the engagement input received, identify implementation leads and structure; Approval - gather feedback on draft plan, refine, and receive final plan approval. Implementation and evaluation - begin implementation of plan and regular evaluation to ensure progress.
- **Robert Bendorf - Municipal Resource Group** - always a challenge when you enter strategic planning when you have never done one because people don't know what to expect. Can be a challenge to widdle down what goes into a strategic plan. The plan always starts with the investment - not just financially but time and effort. We offer solutions to enhance or implement plan. Ultimately, it is BOS's decision. Should be an unwavering commitment seen through a document. Want to see it used, referred to and marketed. Element that goes along with engagement is assessment. Prefer we don't proceed unless the organization and/or leadership is not ready to proceed which is part of the assessment. What does leadership mean and how can we incorporate that in the plan. The additional engagement at the beginning is important. Assessment involves meeting individually with leadership team, BOSs, etc.
- **Supervisor Callaway** - we have been discussing this for years and not sure if we have true commitment to do it which is why she asks if we could back out of contract. How do you dove tale the two re strategic plan objectives directly to the budget. **Robert Bendorf** - some put it in their budget documents but it varies greatly. **Pat Blacklock** - budget is where the rubber meets the road. Not everyone will be on board at the beginning but need the BOSs and county administrator on board than others will come. In ideal environment, budget becomes part of the strategic plan and a tool. **Robert Bendorf** - had budget workshops in some counties, the departments began working and presenting together and evolved in their budget as well.
- **Chair Stopper** - I have a lot of questions but it will come out later if we move forward.
- **Supervisor Garamendi** - appreciates how you laid it out. How do you go about resolving when you have competing interests. **Robert Bendorf** - that is usually the way it starts and it is challenging but you widdle down to what is compromised into the strategic plan. At the end of the day, we always offer solutions that can work. We don't ignore anything, make sure

everything has their fair due but it is ultimately your decision. Incremental approach allows everyone to get on board. **Patrick Blacklock** - important to have actionable strategies that are measurable and take place. Should check in on strategies at least two times per year and the progress that is being made. **Carolyn Jhaji** - need to be able to measure progress in a definitive way and strategies to see if they are getting done.

- **Supervisor Folendorf** - how do you transfer matrix for the public. **Robert Bendorf** - can do in BOS meetings to check progress and can do via public documents and remember to celebrate accomplishments. **Carolyn Jhaji** - have conversation with public re the goals and put in the plan, communication peace is very important.
- **Christa Von Lotta** - looking forward to process and negotiating a contract.
- **Supervisor Tofanelli** - will we be getting other options or this one only. Usually, I would have two or three presentations to see which one is the best to go with. **Christa Von Lotta** - when we go out to bid for public contract or procurement, etc. as opposed to a situation where we are looking to hire a professional service. Not her recommendation to go out for RFP at this time. Seeking to receive direction and budget authority if this is approved. As discussed previously, we were trying to be transparent with the public. **Supervisor Tofanelli** - would prefer to see other options. Understands they have done what committee has recommended but would like to see other options. **Supervisor Callaway** - doesn't need to see other options because we have been looking at this for years and have never gotten it done. Staff is overwhelmed with a host of things and if the CAO recommends this, we should support her and not micro-manage who CAO picks. We don't do that with other signing contracts and look at every single contract that goes out. The concept of the strategic plan was what was presented to us by RCRC. I support having the CAO negotiate because otherwise we will be looking at another year down the road.
- **Chair Stopper** - understands Supervisor Tofanelli's concerns in many cases but agrees with Supervisor Callaway because this has befuddled Calaveras County for many years.

- **Public Comments**
- **None**

Motion to approve - Passed 4 - 1.

6. Action Item - Human Resources (ID # 6256) Discuss and provide recommendations on a Countywide Telecommute Policy.

Chair Stopper recused himself via zoom.

- **Judy Hawkins - Director HR and Risk Management** - countywide policy to provide discussion and recommendations. Back in March 2020, put out a lot of emergency policies re social distancing to prevent Covid, put out interim telecommute policy and was beneficial and was a requirement for a permanent telecommute policy and provides for reasonable accommodation and guidelines. Policy does allow for departments to make it specific to their department; policy is not written extremely specific as a general guideline. Important to have mechanics to have conversation with employee if their position could be done via telecommute or note.
- **Supervisor Callaway** - looking at work a whole new way and this is a big step for Calaveras County so there are ways to look at work differently. Work world is changing and we need to change with it. Work with children - non-exempt employee working at home - how do we manage it. **Judy Hawkins** - we aren't saying you can't talk to your kids, requirement is we are meeting productivity goal - would be getting same amount of work done re of whether at home or in the office. Need to make sure business needs of department are being met. **Supervisor Callaway** - does employee have to log in and out at the beginning and end of day. **Judy Hawkins** - yes, different departments have different ways of tracking productivity of employee. **Supervisor Callaway** - have department heads bought into this policy. **Judy Hawkins** - has had discussion and feedback from many department heads; some have asked for policy for some time. Need to make sure employees have defined work space and it is ergonomically

safe. Don't have staff to inspect all work space but need to be able to do inspection/ investigation re accidents at home.

- **Supervisor Garamendi** - have we discussed this with SEIU. **Judy Hawkins** - yes, they have policy and won't fully implement until we have their final feedback. **Sarah Edwards** - up to CAO, she can implement after relevant info from bargaining unit. **Christa Von Lotta** - would like to hear BOSs' direction, bring back to SEIU for final approval and if they sign off, would implement without final BOS approval unless you want us to bring back but no reason to formally adopt this policy. **Supervisor Garamendi** - is there a cost to county to provide safe work environment. How are we going to manage this. **Judy Hawkins** - has not costed out the cost to county re materials, computers, etc. Employees will sign off they have an ergonomically safe work place. We would only furnish computer equipment. **Supervisor Garamendi** - if they get injured, how does liability work. **Sarah Edwards** - will require they self-certify their space is ergonomic and have right to inspect or see pictures, etc. More protective of county and employees to have a policy in place. **Supervisor Garamendi** - how do we manage good internet and phone service since it is so spotty in our county. Want equity to employees if they choose this option. **Sarah Edwards** - it needs to be in place and a reason why this will be done department by department and if the employee can be successful at home. **Judy Hawkins** - we do have some areas where there is no internet access so they can't work from home. As much as we want this policy to be equitable, some employees may not be able to work from home due to the fact they live in area where there is not appropriate access to internet.
- **Supervisor Tofanelli** - agrees with Supervisor Garamendi's comments re worker's comp concern re working at home. Shouldn't we require at least a picture of work place so we can verify if they get injured it is what they said it would be. Also, this policy has to come back to us because what we have received says draft, I won't vote for something that doesn't have final. **Sarah Edwards** - correct, this is for feedback and input. **Christa Von Lotta** - BOS can set policy and day to day policy procedural that is too granular for BOS. Detailed conversation re what policies she brings forward to BOS for approval and which ones gets their input and then they implement based on that. **Supervisor Tofanelli** - but this one says action item and he needs final product before he can approve. Need final cost of what this will cost the county when this is implemented. **Christa Von Lotta** - agreed which is why this is before you today. Perhaps it should have been stated as an information item only because that is what we are seeking, then will go back to SEIU for approval and then implementation. Happy to take whatever direction the BOSs wish to give us today.

- **Public Comments**
- **None**

No motion needed because this is an information item only. Consensus by BOS it will be brought back as an action item.

Supervisor Announcements

- **Supervisor Callaway** - going on tour of Tuolumne County Animal Shelter this week; past Saturday public works had meeting on Blagdon Road replacement project and presentation was made and done very well and they answered all questions and concerns.