Agenda

County of Inyo
Board of Supervisors

Board of Supervisors Room
County Administrative Center
224 North Edwards
Independence, California

All members of the public are encouraged to participate in the discussion of any items on the Agenda. Anyone wishing to speak, please obtain a card from the Board Clerk and indicate each item you would like to discuss. Return the completed card to the Board Clerk before the Board considers the item (s) upon which you wish to speak. You will be allowed to speak about each item before the Board takes action on it.

Any member of the public may also make comments during the scheduled "Public Comment" period on this agenda concerning any subject related to the Board of Supervisors or County Government. No card needs to be submitted in order to speak during the "Public Comment" period.

Public Notices: *(1)* 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 (760) 878-0373. (28 CFR 35.102-35.104 ADA Title II). Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting. Should you because of a disability require appropriate alternative formatting of this agenda, please notify the Clerk of the Board 72 hours prior to the meeting to enable the County to make the agenda available in a reasonable alternative format. (Government Code Section 54954.2). *(2)* If a writing, that is a public record relating to an agenda item for an open session of a regular meeting of the Board of Supervisors, is distributed less than 72 hours prior to the meeting, the writing shall be available for public inspection at the Office of the Clerk of the Board of Supervisors, 224 N. Edwards, Independence, California and is available per Government Code § 54957.5(b)(1).

Note: Historically the Board does break for lunch, the timing of a lunch break is made at the discretion of the Chairperson and at the Board's convenience.

July 14, 2015

8:30 a.m. 1. ***PUBLIC COMMENT***

CLOSED SESSION

2. ***CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Pursuant to Government Code §54956.9(d)(1)*** – *Native American Heritage Commission v. Inyo County Planning Department and Inyo County Board of Supervisors,* Inyo County Superior Court Case No. SICVPT 1557557 (Munro Petition for Writ of Mandate.)

3. ***CONFERENCE WITH LEGAL COUNSEL -ANTICIPATED LITIGATION [Pursuant to Government Code §54956.9(d)(4)]*** - decision whether to initiate litigation (two cases).

4. ***CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Pursuant to Government Code §54956.9(d)(2)*** – significant exposure to potential litigation (one case).

5. ***CONFERENCE WITH LABOR NEGOTIATOR [Pursuant to Government Code §54957.6]*** - Instructions to Negotiators re: wages, salaries and benefits - Employee Organization: Deputy Sheriff's Association (DSA) - Negotiators: County Administrative Officer, Kevin Carunchio, Assistant County Administrator Rick Benson, Deputy Personnel Director, Sue Dishion, and Information Services Director, Brandon Shults.

6. ***CONFERENCE WITH LABOR NEGOTIATOR [Pursuant to Government Code §54957.6]*** - Instructions to Negotiators re: wages, salaries and benefits - Employee Organization: Law Enforcement Administrators' Association (LEAA) - Negotiators: - County Administrative Officer, Kevin Carunchio, Assistant County Administrator, Rick Benson, Deputy Personnel Director, Sue Dishion, and Information Services Director, Brandon Shults.

7. ***CONFERENCE WITH LABOR NEGOTIATOR [Pursuant to Government Code §54957.6]*** - Instructions to Negotiators re: wages, salaries and benefits - Employee Organization: ICEA - Negotiators - County Administrative Officer, Kevin Carunchio, Assistant County Administrator, Rick Benson, Deputy Personnel Director, Sue Dishion, and Information Services Director, Brandon Shults.

8. ***REAL PROPERTY NEGOTIATIONS - CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Pursuant to Government Code §54956.8)*** – Property – APN010-490-08, Bishop, California – Negotiating Parties – County Administrator, Kevin Carunchio, Assistant County Administrator, Rick Benson, and Public Works Director, Clint Quilter, and Joseph Enterprises - Negotiating Parties, Steve Joseph, Scott Piercey, Wayne Lamb and Jeff Shepard – Negotiations – Terms and Conditions.

OPEN SESSION

10:00 a.m. **PLEDGE OF ALLEGIANCE**

9. ***REPORT ON CLOSED SESSION AS REQUIRED BY LAW.***

10. ***PUBLIC COMMENT***

CONSENT AGENDA (Approval recommended by the County Administrator)

COUNTY ADMINISTRATOR

11. ***Motor Pool*** – Request Board authorize the issuance of a blanket purchase order to the following vendors in the amounts indicated for preventative maintenance and repair of motor pool vehicles: Bishop Automotive Center - $35,000; Britt's Diesel - $10,000; Bishop Ford - $35,000; and Warren's Auto Repair - $30,000, contingent upon the Board's adoption of a FY 2015-16 Budget.

12. ***Recycling and Integrated Waste Management*** – Request Board authorize the issuance of a blanket purchase order to Cal Fire in the amount of $5,500 for landfill maintenance, contingent upon the Board's adoption of a FY 2015-16 Budget.

13. ***Recycling and Integrated Waste Management*** – Request Board authorize the issuance of a blanket purchase order to Dave's Auto Parts in the amount of $17,000 for maintenance of landfill equipment, contingent upon the Board's adoption of a FY 2015-16 Budget.

14. ***Recycling and Integrated Waste Management*** – Request Board authorize the issuance of a blanket purchase order to Mission Linen in the amount of $5,000 for laundry services for landfill employees, contingent upon the Board's adoption of a FY 2015-16 Budget.

DEPARTMENTAL (To be considered at the Board's convenience)

15. ***DISTRICT ATTORNEY*** – Request Board A) amend the authorized strength by deleting one full time Office Clerk II position at Range 50 ($2,695 - $3,277) and add one BPAR Legal Secretary I, at Range 56 ($16.60-$20.18 per hour); and B) find that, consistent with the adopted Authorized Position Review Policy: a) the availability of funding for a BPAR Legal Secretary position comes from the General Fund as certified by the District Attorney and concurred with by the County Administrator and Auditor-Controller; b) where internal candidates meet the qualifications for the position, the position could possibly be filled through an internal recruitment, however, an open recruitment is more appropriate to ensure a qualified applicant pool; and c) approve the hiring of one BPAR Legal Secretary I, at Range 56.

16. ***HEALTH AND HUMAN SERVICES – Behavioral Health Services*** - Request Board find that, consistent with the adopted Authorized Position Review Policy: A) the availability of funding for an HHS Specialist exists as certified by the Director of Health and Human Services and concurred with by the County Administrator and Auditor-Controller; B) whereas due to a failed internal recruitment, it is recommended the vacancy be filled through an open recruitment; and C) approve the hiring of one full-time Health and Human services Specialist IV at Range 60 ($3,403 - $4,133).

17. ***HEALTH AND HUMAN SERVICES – Behavioral Health Services*** - Request Board increase the HHS Psychiatrist base salary by 3% ($4,512 annually) for a total base salary of $154,872, effective at the next pay period following Board action on this request.

18. ***PLANNING*** – Request Board receive a presentation from staff about coordination with Forest Service staff regarding the Inyo National Forest Plan Update/Revision and provide input.

19. ***PLANNING*** – Request Board review and approve a Resolution authorizing Mr. Josh Hart, the Planning Director, to execute agreements with the California Department of Transportation for the County of Inyo for the Caltrans, Sustainable Transportation Planning Grant awarded April 24, 2015, and discuss strategies to leverage funding for a more comprehensive specific plan for the North Sierra Highway Planning Area.

20. ***WATER DEPARTMENT*** – Request consideration of a letter to the Hearing Board of the Great Basin Unified Air Pollution Control District (GBUAPCD) supporting LADWP's request for a Regular Variance allowing LADWP to delay water delivery to dust control areas of Owens Lake this fall and winter.

21. ***COUNTY ADMINISTRATOR – Recycling and Integrated Waste Management*** – Request Board approve and ratify Amendment No. 7 to the Contract between the County of Inyo and Geo-Logic Associates, Inc., for solid waste technical services extending the term of the contract one year to an ending date of June 30, 2016, and increasing the not to exceed amount to $1,959,696, contingent upon the Board's adoption of a FY 2015-16 Budget; and authorize the Chairperson to sign, contingent upon the appropriate signatures being approved.

22. ***COUNTY ADMINISTRATOR - Emergency Services*** - Request Board continue the local emergency, The Death Valley Roadeater Emergency that resulted in flooding in the eastern portion of Inyo County during the month of August 2012, per Resolution #2012-32, as recommended by the County Administrator.

23. ***COUNTY ADMINISTRATOR – Emergency Services*** - Request Board continue the local emergency, The Gully Washer Emergency that resulted in flooding in the central, south and southeastern portion of Inyo County during the month of July, 2013, as recommended by the County Administrator.

24. ***COUNTY ADMINISTRATOR - Emergency Services*** - Request Board continue the local emergency, The Canyon Crusher Emergency, that resulted in flooding in the portions of Inyo County during the month of August, 2013, was recommended by the County Administrator.

25. ***COUNTY ADMINISTRATOR - Emergency Services*** – Request Board continue the local emergency, known as the "Land of EVEN Less Water Emergency" that was proclaimed as a result of extreme drought conditions that exist in the County as recommended by the County Administrator.

TIMED ITEMS (Items will not be considered before scheduled time)

10:00 a.m. 26. ***PUBLIC WORKS*** – Request Board conduct a ribbon cutting ceremony on the steps of the Inyo County Courthouse, in Independence, to commemorate the opening of Independence No. 1 Combined Use Route (Adventure Trails Route), which is the first combined-use route to be open to dual use on a road in the Inyo County Maintained Mileage Road System. (After the ceremony the project applicant will lead a ride, for interested members of the public, which the Board will ***not*** participate in, on the newly designed route.*)*

12:00 p.m. 27. ***NOTIFICATION*** – The Board may join the Adventure Trails representatives and the public for lunch at the Independence Park at the southern end of Independence.

CORRESPONDENCE – ACTION (To be considered at the Board's convenience)

COMMENT (Portion of the Agenda when the Board takes comment from the public and County staff)

28. ***COUNTY DEPARTMENT REPORTS*** *(Reports limited to two minutes)*

29. ***PUBLIC COMMENT***

BOARD MEMBERS AND STAFF REPORTS

CORRESPONDENCE - INFORMATIONAL

30. ***AUDITOR-CONTROLLER*** – Notice that in accordance with Section 26905 and 26921 of the Government Code and your orders of February 5, 1950 and January 3, 1956, an actual count of money in the hands of the Treasurer was made on June 30, 2015 and that the count showed the funds to be in balance, pending written verification of inactive accounts.

31. ***SHERIFF*** – July 8, 2015 Response to the 2014 Grand Jury Report.

For Clerk's Use Only:
AGENDA NUMBER

11

AGENDA REQUEST FORM
BOARD OF SUPERVISORS
COUNTY OF INYO

☒ Consent ☐ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Motor Pool

FOR THE BOARD MEETING OF: July 14, 2015

SUBJECT: Authorization to issue blanket purchase orders for vehicle maintenance, parts, and tires.

DEPARTMENTAL RECOMMENDATION: Authorize the issuance of blanket purchase orders to the following vendors in the amounts indicated from the Motor Pool Budget 200100, contingent upon the adoption of the 2015/2016 budget.

VENDOR	AMOUNT
Bishop Automotive Center	$35,000
Britt's Diesel	$10,000
Bishop Ford	$35,000
Warren's Auto Repair	$30,000

SUMMARY DISCUSSION: The Motor Pool utilizes outside vendors to execute the preventative maintenance and repair of approximately 200 vehicles in the Motor Pool fleet and is requesting authorization to open blanket purchase orders in amounts that exceed $10,000. These purchase orders will expedite repairs by allowing us to process payments in a timely manner and providing for efficiency in the Auditor's office in issuing warrants. The issuance of these purchase orders will not negate the requirement of getting verbal or written quotes for individual purchases in accordance with the County Purchasing Policy.

ALTERNATIVES: Your Board could choose not to authorize the issuance of blanket purchase orders or modify the amounts of each. In the event that blanket purchase orders are not issued, the procedure of preparing purchase orders for the individual purchase would be used. The net effect will increase the amount of time each motor pool vehicle is pending repair.

FINANCING: Included in the Motor Pool budget 200100 for the 2015/2016 fiscal year budget.

APPROVALS

COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved: cyg Date 6/26/2017
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved: _____ Date_____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received) Richard J. Benson Date: 7/2/15

For Clerk's Use Only:
AGENDA NUMBER

12

AGENDA REQUEST FORM
BOARD OF SUPERVISORS
COUNTY OF INYO

☒ Consent ☐ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Solid Waste

FOR THE BOARD MEETING OF: July 14, 2015

SUBJECT: Authorization to issue blanket purchase order to the California Department of Forestry & Fire (Cal Fire) for Landfill Maintenance.

DEPARTMENTAL RECOMMENDATION:
Authorize the issuance of blanket purchase order to Cal Fire in the amount of $5,500 from the Solid Waste Budget 045700, Object Code 5265 contingent upon the adoption of the 2015/2016 budget.

SUMMARY DISCUSSION:
Inyo County Integrated Waste Management (Waste Management) requests authorization to open blanket purchase orders for those vendors that typically are used repetitively for similar services. The issuance of this purchase order will not negate the requirement of getting verbal or written quotes for individual purchases, in accordance with the County Purchasing Policy.

ALTERNATIVES:
Your Board could choose not to authorize the issuance of a blanket purchase order or modify the amount. In the event that blanket purchase order is not issued, the procedure of preparing purchase orders for the individual purchase would be used.

OTHER AGENCY INVOLVEMENT: Auditor/Controller

FINANCING: Included in the Solid Waste budget for the 2015/2016 fiscal year budget, Budget 045700, Object Code 5265.

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved: 6/26/2015 Date
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved: _____ Date_____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received) Richard J. Beaman Date: 7/2/15

For Clerk's Use Only:
AGENDA NUMBER

13

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

☒ Consent ☐ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Solid Waste

FOR THE BOARD MEETING OF: July 14, 2015

SUBJECT: Authorization to issue blanket purchase order to Dave's Auto Parts for maintenance of Landfill Equipment.

DEPARTMENTAL RECOMMENDATION:
Authorize the issuance of blanket purchase order to Dave's Auto Parts in the amount of $17,000 from the Solid Waste Budget 045700, Object Code 5173 contingent upon the adoption of the 2015/2016 budget.

SUMMARY DISCUSSION:
Inyo County Integrated Waste Management (Waste Management) requests authorization to open blanket purchase orders for those vendors that typically exceed $10,000 in annual purchases or services provided to Waste Management. The issuance of this purchase order will not negate the requirement of getting verbal or written quotes for individual purchases, in accordance with the County Purchasing Policy.

ALTERNATIVES:
Your Board could choose not to authorize the issuance of a blanket purchase order or modify the amount. In the event that blanket purchase order is not issued, the procedure of preparing purchase orders for the individual purchase would be used.

OTHER AGENCY INVOLVEMENT: Auditor/Controller

FINANCING: Included in the Solid Waste budget for the 2015/2016 fiscal year budget, Budget 045700, Object Code 5173.

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date _____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved: yz Date 6/26/2015
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved: _____ Date _____

DEPARTMENT HEAD SIGNATURE: Richard J. Bruen Date: 7/2/15
(Not to be signed until all approvals are received)

For Clerk's Use Only:
AGENDA NUMBER
14

AGENDA REQUEST FORM
BOARD OF SUPERVISORS
COUNTY OF INYO

☒ Consent ☐ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Solid Waste

FOR THE BOARD MEETING OF: July 14, 2015

SUBJECT: Authorization to issue blanket purchase order to Mission Linen for laundry services for Landfill employees.

DEPARTMENTAL RECOMMENDATION:
Authorize the issuance of blanket purchase order to Mission Linen in the amount of $5,000 from the Solid Waste Budget 045700, Object Code 5265 contingent upon the adoption of the 2015/2016 budget.

SUMMARY DISCUSSION:
Inyo County Integrated Waste Management (Waste Management) requests authorization to open blanket purchase orders for those vendors that typically are used repetitively for similar services. The issuance of this purchase order will not negate the requirement of getting verbal or written quotes for individual purchases, in accordance with the County Purchasing Policy.

ALTERNATIVES:
Your Board could choose not to authorize the issuance of a blanket purchase order or modify the amount. In the event that blanket purchase order is not issued, the procedure of preparing purchase orders for the individual purchase would be used.

OTHER AGENCY INVOLVEMENT: Auditor/Controller

FINANCING: Included in the Solid Waste budget for the 2015/2016 fiscal year budget, Budget 045700, Object Code 5265.

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved: ys Date 6/26/2015
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved: _____ Date_____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received) Richard J Bunch Date: 7/2/15

For Clerk's Use Only:
AGENDA NUMBER
15

AGENDA REQUEST FORM
BOARD OF SUPERVISORS
COUNTY OF INYO

☐ Consent ☒ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Thomas L. Hardy, District Attorney

FOR THE BOARD MEETING OF: July ~~7~~ 14, 2015

SUBJECT: Request to fill the position of one (1) BPAR Legal Secretary I

DEPARTMENTAL RECOMMENDATION:

A. Request Board change the authorize strength with the District Attorney's Office by deleting one full time Office Clerk II, Range 50 ($2,695-$3,277) and add one Part-Time BPAR Legal Secretary I, Range 56 ($16.60-$20.18 per hour) and;

B. Find that consistent with the adopted Authorized Position Review Policy:
1) The availability of funding for the requested positions comes from the General Fund, as certified by the District Attorney concurred with by the County Administrator and Audit-Controller;
2) Where internal candidates meet the qualifications for the position of BPAR Legal Secretary I, the position could possibly be filled through an internal recruitment, however, an open recruitment is more appropriate to ensure a qualified applicant pool; and
3) Approve the hiring of one (1) BPAR Legal Secretary I, Range 56 ($16.60-$20.18 per hour)

CAO RECOMMENDATION:

County Code Section 2.08.040(E) sets forth a policy whereby no new positions are to be created or filled in any fiscal year after adoption of the County Budget, unless made necessary by unforeseen or unanticpated emergencies and recommended by the County Adminstrator. Consistent with County Code, I am in support of the department's request and recommend removing the Office Clerk II position from the department;s Authorized Staffing and adding part-time BPAR Legal Secretary positon.

The change confers immediate budgetary savings and while enhancing department efficieneis. For these reasons, it is not advisable to wait until the conclusion of the Fiscal Year 2015-2016 Budget process to recommend these changes and I recommend that your Board act on them today.

Note the department is reducing it's Authorized Staff by 0.5 FTEs, which is not without risk. In acknowledgement, if the department head determines later that the current staffing configuration better met the departments needs, Admisntration will work with the department to re-instate the Office Clerk position and delete the Part-Time BPAR Legal Secretary comensurate with the County's fiscal position and other budget considerations.

SUMMARY DISCUSSION:

The current Office Clerk II has left employment with the District Attorney's office. The District Attorney's office has been without the authorized position of a BPAR Legal Secretary for some time. Upon review by this department, it would be better suited, at this time, to hire a BPAR Legal Secretary as this is an essential position to the District Attorney's office to handle Juvenile and Adult criminal cases.

ALTERNATIVES:

None.

OTHER AGENCY INVOLVEMENT:

None.

FINANCING:

District Attorney General Fund Budget #022400.

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Mary Shepherd Approved: Yes Date 7/6/15
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Lee DL Approved: ✓ Date 7/1/15

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received) [signature] Date: 7/1/15

For Clerk's Use Only:
AGENDA NUMBER

16

AGENDA REQUEST FORM
BOARD OF SUPERVISORS
COUNTY OF INYO

☐ Consent ■ Departmental ☐ Correspondence Action ☐ Public Hearing
☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: HEALTH & HUMAN SERVICES – Behavioral Health Division

FOR THE BOARD MEETING OF: July 14th, 2015

SUBJECT: Request for authorization to hire one full time Health and Human Services (HHS) Specialist IV in the HHS Behavioral Health Division.

DEPARTMENTAL RECOMMENDATION:

Request the Board find that, consistent with the adopted Authorized Position Review Policy,

1. the availability of funding for the requested positions exists in the Behavioral Health budget, as certified by the Health and Human Services Director and concurred with by the County Administrator, and the Auditor-Controller; and
2. due to a failed internal recruitment for this position, it is recommended the vacancy be filled through an external recruitment; and
3. approve the hiring of one full time Health and Human Services Specialist IV at Range 60 ($3,403-$4,133).

CAO RECOMMENDATION:

SUMMARY DISCUSSION:

A full time HHS Specialist IV position in the Behavioral Health Division will be vacant as an employee is leaving the area. Services provided by this position include an array of case management, care coordination and rehabilitation services. Case management services are a vital part of the continuum of care offered to adults with severe mental illness and youth with emotional disturbance. Our current vacancy is on the Adult/Older Adult team working extensively in the field setting as well as in the clinics and the wellness center sites. The Behavioral Health HHS Specialist IV positions working with adults provide services and support to adults and older adults to address mental health and addiction barriers to result in improved functioning in the community and improved family and peer relationships. The HHS Specialist IV works with adults individually as well as providing group activities to aid the individual in building wellness and recovery skills in the various life domains. We are requesting permission to hire at the HHS Specialist IV level due to the complexity of the caseload and to maximize the billing of Medi-Cal services . Under the direction and supervision of a Licensed Practitioner of the Healing Arts from within our Medi-Cal certified clinic, this position can bill for certain documented mental health services and interventions provided within a treatment plan. This position also assists in the "back-up" capacity with the after-hours mental health on-call response.

The current vacant HHS Specialist IV position is one of three authorized HHS Specialist IV positions working on the Behavioral Health Adult/Older Adult team. This position works out of both the Bishop and Lone Pine offices and spends the majority of time providing community and home-based services. The intensive caseload for this position is 15-20 adults.

ALTERNATIVES:

The Board could choose to not to allow Behavioral Health to hire this position. This would seriously impact our ability to continue the service offerings to adults with severe behavioral health issues.

OTHER AGENCY INVOLVEMENT:

Behavioral Health is a division of Health and Human Services and works in partnership with multiple agencies such as probation, primary health, and law enforcement, in addition to most other HHS divisions. The Adult/Older Adult team works most closely with the primary healthcare providers, social security, landlords, and adult social services.

FINANCING:

State MHSA funds, Medi-Cal reimbursement as allowed, and Mental Health Realignment funds. This position is budgeted in Mental Health (045200) in the salaries and benefits object codes. No County General Funds.

APPROVALS	
COUNTY COUNSEL:	**AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS** *(Must be reviewed and approved by County Counsel prior to submission to the Board Clerk.)* NA Approved: _____ Date:
AUDITOR/CONTROLLER:	**ACCOUNTING/FINANCE AND RELATED ITEMS** *(Must be reviewed and approved by the Auditor/Controller prior to submission to the Board Clerk.)* Amy Shepherd Approved: yes Date: 7/6/15
PERSONNEL DIRECTOR:	**PERSONNEL AND RELATED ITEMS** *(Must be reviewed and approved by the Director of Personnel Services prior to submission to the Board Clerk.)* Approved: ✓ Date: 7/6/15

DEPARTMENT HEAD SIGNATURE: Jean Turner Date: 7-7-15

(Not to be signed until all approvals are received)

For Clerk's Use Only:
AGENDA NUMBER

17

AGENDA REQUEST FORM
BOARD OF SUPERVISORS
COUNTY OF INYO

☐ Consent ■ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: HEALTH & HUMAN SERVICES – Behavioral Health Division

FOR THE BOARD MEETING OF:

SUBJECT: Authorization an increase to the base salary for the Psychiatrist

DEPARTMENTAL RECOMMENDATION:

Request Board increase the HHS Psychiatrist base salary by 3% ($ 4,512 annually) for a total base salary of $154,872, effective at the next pay period following Board action on this request.

CAO RECOMMENDATION:

The process by which positions are reclassified – including appropriate levels of compensation – is outlined in Attachment E to the Memorandums of Understanding (MOUs) with bargaining units and the resolution outlining terms and conditions of employment for management and non-represented employees (attached). In short, the County's Classification Plan is reviewed and may be updated by the Board of Supervisors every five (5) to seven (7) years. The next Classification Plan review period is 2018 - 2020.

However, a position can be considered for reclassification outside of the Classification Plan review period if a department head demonstrates:

1. The need for the reclassification is urgent, and cannot wait for the next countywide classification plan review; and,

2. The need for the reclassification is the result of a change in County Code, policy or program, approved by the Board of Supervisors, and the department head clearly informed the County Administrator and Board of Supervisors that the proposed change in County Code, policy or program, if adopted, would result in the need for the reclassification and the associated costs; OR, the need for the reclassification is the result of changes in State or Federal law or regulation, AND additional and commensurate State or Federal funding necessary to fund the reclassification is available and secure; and,

3. To implement the changes in the County Code, policies, or programs, or State or Federal laws and regulations will require higher levels of skills or higher levels of responsibility clearly distinguishable from those associated with the position for which reclassification is sought; and,

4. The incumbent in the position has the capacity to successfully perform the newly required skills and responsibilities.

The department head's justification for the reclassification request, based on these criteria, are outlined below. As noted by the department head, the County Psychiatrist is a stand-alone classification. However, the process for amending the job classification, including compensation, is the same as for all County merit system employees. As such, this position receives all the same benefits – including COLAs – as every other regular County employee.

Additionally, the County's reclassification process requires that the Personnel Director determine each of the preceding criteria have been met before concurring in and recommending the reclassification of the position to the Board of Supervisors:

a. The reclassification results from an official recognition of a change in duties and/or responsibilities which has already occurred or will imminently occur.

Attachment E (Article IV, Section 4.1) requires the County's classification plan to be reviewed, and may be updated by the Board of Supervisors every five (5) to seven (7) years, and states:

The classification plan shall be so developed and maintained to ensure that all positions which are substantially similar with respect to duties, responsibilities, authority and character of work are included within the same class, and that the same schedules of compensation shall apply to all positions in the same class.

The next classification plan review period is 2018 - 2020. However, Section 4.4 of Attachment E also provides that a position can be considered for reclassification outside of the classification plan review period if a department head demonstrates:

1. The need for the reclassification is urgent, and cannot wait for the next countywide classification plan review; and,

2. The need for the reclassification is the result of a change in County Code, policy or program, approved by the Board of Supervisors, and the department head clearly informed the County Administrator and Board of Supervisors that the proposed change in County Code, policy or program, if adopted, would result in the need for the reclassification and the associated costs; OR, the need for the reclassification is the result of changes in State or Federal law or regulation, AND additional and commensurate State or Federal funding necessary to fund the reclassification is available and secure; and,

3. To implement the changes in the County Code, policies, or programs, or State or Federal laws and regulations will require higher levels of skills or higher levels of responsibility clearly distinguishable from those associated with the position for which reclassification is sought; and,

4. The incumbent in the position has the capacity to successfully perform the newly required skills and responsibilities.

The department head's justification for the reclassification request, based on these criteria, are outlined below. As noted by the department head, the County Psychiatrist is a stand-alone classification. However, the process for amending the job classification, including compensation, is the same as for all County merit system employees. As such, this position receives all the same benefits – including COLAs – as every other regular County employee.

Additionally, the County's reclassification process requires that the Personnel Director determine each of the preceding criteria have been met before concurring in and recommending the reclassification of the position to the Board of Supervisors:

a. The reclassification results from an official recognition of a change in duties and/or responsibilities which has already occurred or will imminently occur.

b. The incumbent possesses the knowledge, skills and abilities, and/or other qualifications of the different class.

c. The incumbent has demonstrated a high level of performance in the quality, quantity and efficiency of changed duties and/or responsibilities of the different class.

The incumbent clearly possesses the knowledge, skills and abilities, and/or other qualifications for the requested change in classification (e.g., compensation), and has demonstrated a high level of performance in the quality, quantity and efficiency of changed duties and/or responsibilities associated with the requested change. However, while the department head outlines changes in the Psychiatrist's duties over the last 12-24 months, it is not clear that these changes deviate from the existing job description; have been officially recognized by your Board; or, that in sanctioning any changes, your Board was also apprised of the associated need for the reclassification and the associated costs as required by Article 4.4(2). For this reason, I, as the Personnel Director, cannot make the required findings based on the classification plan to recommend a change in compensation to your Board.

Your Board can, of course, make its own affirmative findings and approve the request. However, doing so is only recommended to the extent your actions comport with existing Board policy. Furthermore, considering a change in compensation for one classification of position in the salary resolution for non-represented employees, means that other non-represented positions would also be entitled to seek changes in compensation outside of the classification plan review and reclassification processes outlined in Article IV of Attachment E, which could create other inequities among positions inside and out of the County's Personnel Merit System.

However, your Board can also consider the following alternative paths forward. Recognizing the necessity of the position and the quality of work provided by the incumbent, your Board could consider the following options in lieu of simply approving the request or denying the request:

1. Invoke Section 5.14 of Attachment E: Board Authority to Specify Salary.

Notwithstanding anything in these rules to the contrary, the Board may specify that the incumbent of a particular position shall be placed on a step on the salary range for that class higher than that provided for elsewhere in these rules. Action based on this section shall be taken only under unusual circumstances where such action is important to the successful operation of a department of County government

By invoking Section 5.14 your Board could provide an 2.5% increase in the Psychiatrist's salary.

Or,

2. Direct staff to prepare an amendment to the Personnel Merit System section of the County Code to make the Psychiatrist position exempt from the personnel merit system including the Classification Plan. This would have the effect of making the Psychiatrist an at-will, contract employee similar to the Deputy/Assistant County Administrator.

If your Board is inclined to consider any of the three options presented here for increasing the Psychiatrist's salary, I recommend the latter.

SUMMARY DISCUSSION:

Previous practice for considering salary increases for the Psychiatrist were to bring such a request before the Board since it was a stand-alone position with no internal comparisons; this was last brought before the Board in 2002 for consideration of a salary increase for our Psychiatrist. The requested 3% increase would be in addition to any cost-of-living adjustments.

While the Department fully appreciates the dilemma the Board faces when considering salary increases during difficult fiscal times, it is also true that: 1) this proposed salary – both the current base salary and any increase – would be fully paid for with state and federal funds, using NO County General Funds; 2) a County is required by California Welfare and Institutions Code Section 5751 to have a California licensed psychiatrist to oversee Mental Health Services; 3) most small counties struggle to even find a psychiatrist willing to work in the public sector; 4) under Medi-Cal Expansion in California, the Board supported the Department to become a Drug Medi-Cal treatment program to position us to draw down additional revenues; 5) Drug Medi-Cal also requires medical doctor oversight – though not necessarily a Psychiatrist; 6) it is cheaper to use our existing Psychiatrist to also oversee Drug Medi-Cal services, rather than find and attempt to contract with a different doctor with the required addictions expertise; 7) the current Psychiatrist happens to also have a degree in chemistry, is proficient in psychopharmacology which will become increasingly significant as Medi-Cal authorities are planning to find ways to fund more "medication-assisted treatment"; and 8) has a geriatric specialty which is significant given the large numbers of senior citizens living in the Eastern Sierra.

The Department would offer the following changes to the Psychiatrist's job in the recent 12-24 months:

1)our HHS Behavioral Health program has also become a certified Drug Medi-Cal program (in addition to our Mental Health Medi-Cal program), also requiring physician oversight for billing Medi-Cal; this has required additional medical expertise around addictions treatment as well as expertise around the interaction between addictions and mental illness and appropriate treatment.

2)as part of the changes in service delivery, the Behavioral Health division has added California-licensed nurses in the service delivery system; nurses are required to have oversight by a licensed physician, so the psychiatrist now has more clinical nurses working under her physician's license, and including both mental health and addictions issues, as well as coordination with primary health needs. This change brings the Department's service in line with the changing health care reform context, in which mental health and addictions patient, must now also have their primary health care considered and coordinated, as part of their care. Previously, that has not been part of the Psychiatrist's role or duties.

3)the Behavioral Health link to aging services continues to grow as our local populations continues to age; HHS employees work to sort out age-related dementia, emerging mental health and/or addiction issues among the aged, and regular age-related health issues.

For the general public, a common misunderstanding is the difference between other licensed psychotherapists, clinical psychologists and psychiatrists, as well as the difference between psychiatrists and other medical doctors. Here is a brief and overly simplistic chart to assist in understanding the requirements:

Educational requirements	BA/BS	Masters + internship	Doctorate + internship	Medical School	Psychiatric Residency	Fellowship/Specialty
CA licensed Psychotherapist	4 yrs	2 yrs				
CA licensed Clinical psychologist	4 yrs	4-6 years				
CA licensed Psychiatrist	4 yrs			4 yrs	4 yrs	2-3 yrs

Our current Psychiatrist has a psychiatric specialty in geriatrics. Given that 25% of Inyo's population (2010 census data) is age 60 or older, HHS has been working to enhance the knowledge, skills and abilities across HHS programs in geriatrics. Our Psychiatrist has been a key component of our organizational learning in the various health complexities associated with aging.

In short, the Department believes there are multiple justifications for this modest request.

ALTERNATIVES:

Board could deny this request without immediate consequences.

OTHER AGENCY INVOLVEMENT:

CA Department of Health Care Services

FINANCING:

Behavioral Health realignment and Medi-Cal reimbursement. This position is budgeted in Community Mental Health (045200) in the salary and benefit object codes. No County General Funds.

APPROVALS	
COUNTY COUNSEL:	**AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS** *(Must be reviewed and approved by County Counsel prior to submission to the Board Clerk.)* Approved: _____ Date:
AUDITOR/CONTROLLER:	**ACCOUNTING/FINANCE AND RELATED ITEMS** *(Must be reviewed and approved by the Auditor/Controller prior to submission to the Board Clerk.)* Approved: ✓ Date: 7/9/15
PERSONNEL DIRECTOR:	**PERSONNEL AND RELATED ITEMS** *(Must be reviewed and approved by the Director of Personnel Services prior to submission to the Board Clerk.)* Approved: ✓ Date: 7/9/15

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received) Jean Turner Date: 7-9-15

ATTACHMENT E

Definitions

Career Ladder. A career ladder is a term used to define movement through a job series (e.g., Office Clerk I, II, III) as the employee acquires additional skills, responsibilities and experience. Job titles or positions within a job series constitute distinct classifications

ARTICLE IV

CLASSIFICATION PLAN

4.1 Preparation, Adoption and Amendment. The County Administrator shall ascertain and record the duties and responsibilities of all County positions in the classified service for inclusion in the classification plan. The classification plan shall be so developed and maintained to ensure that all positions which are substantially similar with respect to duties, responsibilities, authority and character of work are included within the same class, and that the same schedules of compensation shall apply to all positions in the same class. Each classification shall have a written specification. Classification specifications are explanatory, but not restrictive. The listing of particular tasks shall not preclude the assignment of other related kinds of tasks or related jobs requiring lesser skills.

The classification plan may be amended or revised, as required. At a minimum, the County agrees that it shall review the classification plan every 5 to 7 years, counting from the effective date of this amendment to this section. As part of its review, the County shall consult with the bargaining units to identify classifications within the prevue of the bargaining unit(s) that the bargaining units believe should be evaluated for re-classification. As part of its review, the County shall also meet with the bargaining units to share the results of the classification review and any recommendations it plans to make, if any, to the affected classifications.

4.2 Allocation of Positions. Positions shall be as approved by the Board of Supervisors in the annual budget (Authorized Staffing). Department heads shall not appoint persons to a position, which is not approved. The County Administrator shall approve the appointment of employees to positions in the classification plan. Only allocated positions which have been approved by the Board may be filled, except that emergency and 1-15.99 part-time positions, temporary positions, seasonal position may be approved and filled by the County Administrator without prior Board approval.

4.3 New Positions. When a new position is created, no person shall be appointed or employed to fill the position prior to the position's assignment to a class of position, unless otherwise provided by these Rules.

4.4 Reclassification. Except in limited circumstances, the County intends the classification plan review process described in Section 4.1 to be the mechanism by which positions are reclassified. However, the County recognizes that the duties of positions may change unexpectedly and substantially between classification plan review periods due to changes in the County Code, policies, or programs, or State or Federal laws and regulations. This section is intended to delineate the circumstances and procedures by which positions may be reclassified between classification plan review periods. This section is not intended to provide for the reclassifications of positions which have been changed substantially over time so as to require reclassification, as this will be accomplished through the periodic classification review process described in Section 4.1. Furthermore, reclassification, as described in this section, shall not be used for the purpose of avoiding rules governing demotions or promotions, nor shall it be used to allow or ratify a department head routinely working employees out-of-class or otherwise altering the department's Authorized Staffing as determined through the County's budget process. Should the duties of a position change over time, the department head may request the reclassification of the position during the periodic compensation plan review process. Reclassifications shall not be used for the purpose of avoiding restrictions concerning demotions and promotions, nor shall they be used to reclassify positions within a job series with specific career ladders.

In order for a position to be considered for reclassification outside of the classification review period described in section 4.1, the department head must demonstrate in writing and, if provided, on a form prescribed by the Personnel Director:

1. The need for the reclassification is urgent, and cannot wait for the next countywide classification plan review; and,

2. The need for the reclassification is the result of a change in County Code, policy or program, approved by the Board of Supervisors, and the department head clearly informed the County Administrator and Board of Supervisors that the proposed change in County Code, policy or program, if adopted, would result in the need for the reclassification and the associated costs; OR, the need for the reclassification is the result of changes in State or Federal law or regulation, AND additional and commensurate State or Federal funding necessary to fund the reclassification is available and secure; and,

3. To implement the changes in the County Code, policies, or programs, or State or Federal laws and regulations will require higher levels of skills or higher levels of responsibility clearly distinguishable from those associated with the position for which reclassification is sought; and,

4. The incumbent in the position has the capacity to successfully perform the newly required skills and responsibilities.

Additionally, reclassifications shall be considered anytime an employee serving in a classification as a trainee or intern (e.g., REHS Trainee or Psychotherapist Intern, Registered Nurse or Public Health Nurse), or when an employee within the Engineering series obtains their valid California.
Registration as a Professional Engineer, AND, the department certifies (1) the position is necessary, and (2) the employee has the capacity to successfully perform the newly required skills and responsibilities.

Changes in the use of technology or processes to accomplish the same or similar work are not acceptable reasons for reclassifying a position. Additional work of the same or similar nature, already being performed by the position, are not a reason for reclassification.

Before concurring in and recommending the reclassification of the position, the Personnel Director shall determine each of the preceding criteria have been met, and that:

a. The reclassification results from an official recognition of a change in duties and/or responsibilities which has already occurred or will imminently occur.

b. The incumbent possesses the knowledge, skills and abilities, and/or other qualifications of the different class.

c. The incumbent has demonstrated a high level of performance in the quality, quantity and efficiency of changed duties and/or responsibilities of the different class.

After proper review or study by the Personnel Director or designee, and upon an affirmative recommendation by the County Administrator, the position may be allocated to a higher or lower classification by the Board. The wage level of any employee holding a reclassified position shall remain at the same step within the new range. No change in the title of any job classification shall affect the tenure of the holder thereof where the position is, in effect, continued in existence. A reclassification will not cause a change in an employee's anniversary date.

4.5 Types of Appointments. Except for temporary vacancies and provisional appointments, all vacancies shall be filled by transfer, promotion, demotion, re-employment, and reinstatement or from candidates on an appropriate eligibility list if one is available. In the absence of eligible candidates in one of the above categories,

temporary appointments may be made in accordance with these rules pending development of a list of eligible candidates.

4.6 Emergency Appointments. To meet immediate requirements of an emergency condition which threatens life or property, the County Administrator may create positions and employ such persons as temporary employees as may be needed for the duration of the emergency. The method of hiring for emergency appointments shall be subject to the discretion of the County Administrator. All such appointments shall be reported to the Board as soon as possible and shall be compensated at an hourly rate as approved by the County Administrator. Emergency appointees shall not be entitled to appeal disciplinary actions and have no rights to continued employment beyond the duration of the emergency for which they are employed.

4.7 Acting Appointments. If deemed to be in the best interest of the County, the County Administrator may authorize and approve an acting appointment. If the position being filled on an acting basis would normally require Board approval (i.e. direct board appointee), the Board shall authorize the acting appointment.

(a) An acting appointment may be authorized for a period not to exceed six (6) months from the date of appointment, subject to an extension for an additional six (6) months on written approval of the County Administrator, or Board, as the case may be. All acting employees must meet the minimum qualifications for the vacant position.

(b) Employees filling temporary appointments serve at the will of the appointing authority and may be removed at any time without cause or right to appeal.

(c) During the acting period, the employee will be assigned the title of the acting position and will be paid at the salary range of the acting position for the duration of the acting assignment.

(d) No employee in a temporary appointment shall receive a merit increase except after accrual of 1040 hours as provided in Section 8.2 (3).

(e) While serving in an acting appointment, the employee shall continue to receive regular County benefits. In addition, the employee shall receive any benefits of the temporary position. However, if an employee receiving overtime benefits is assigned to an acting position, which does not receive overtime benefits, the employee shall not receive overtime pay for the duration of the assignment. An employee, shall continue to accrue seniority in his or her

position and shall be eligible to receive merit increases in the position.

(f) If an employee serving a temporary appointment is permanently appointed to the position, time served in the temporary appointment will be applied toward fulfilling the required probationary period.

4.8 Working Out of Class. On occasion, an employee may be required to perform duties of another classification with a higher salary range because of a temporary vacancy in that position due to illness, vacation, leave of absence, etc. In such cases, an employee's salary may be adjusted to compensate for the higher level of duties, subject to the following provisions:

a. In order to receive adjusted compensation for working in a higher classification the employee, or employees collectively, must be formally and in writing assigned, assume and perform substantially all of the duties and responsibilities of the position, and perform them for at least five (5) consecutive working days; without regard to calendar week.

b. Out of class assignments must be requested by the department head, and approved in advance by the County Administrator or designee. No out of class assignments may be approved retroactively. Advance request and approval for working out of class shall be deemed to have occurred when accomplished within the first five (5) days of an employee working in a higher level position described in paragraph a;

c. Out of class appointments can only be made to, and when a higher-level position in the department's Authorized Strength is vacant; including temporary vacancies resulting from injury, illness, discipline or other extended leave;

d. Except in instances in which the higher-level position is vacant due to an extended illness or injury, no employee shall be appointed to an out of class assignment for a period longer than 6-months. When the higher level position is vacant due to a prolonged injury or illness, the out of class assignment may last for up to 15-months with the review and approval of the County Administrator every five months. Interruptions in out of class assignments of less than 30-consecutive working days shall not change these time limits, or 're-start' the clock and the duration of an out of class assignment. The department head must immediately notify the Personnel Department in writing when an employee ceases to perform out of class duties. In no case may out of class duties extend beyond the vacancy in the higher level position.

e. Any employee assigned work in a higher classification will have his/her current salary increased by 5% or to the lowest salary in the higher classification for the time worked, depending on the extent to which the employee is assuming the

full-range of duties and responsibilities of the higher-level position. If the duties and responsibilities of the vacant higher-level position are being shared collectively between two or more employees, the increase in salary shall be no more than 5% for any one employee. Prior to receiving out of class pay for an assignment, the employee must have worked five (5) full, consecutive, working days in the higher level position.

f. Out of class assignments shall be recorded only in full working days. After an employee working out of class for less than one full day will not be credited with working out of class time or pay.

1. To qualify for out of class pay, an employee must be assuming substantially the full range of duties and the responsibility of the higher-level position.

2. Time worked out of class shall not be credited toward the completion of probationary requirements in the higher class.

Nothing herein shall be construed as limiting management's authority to assign County employees temporarily to different or additional work duties and responsibilities for the purpose of responding to emergencies or necessary special, limited time assignments. Such temporary, limited-time assignments, and the associated level of compensation, must be approved by the County Administrator and shall not exceed three-months without Board approval.

ARTICLE V

COMPENSATION PLAN

5.1 Preparation of Plan. The Director of Personnel Services or the County Administrator shall submit to the Board a proposed compensation plan based on salary recommendations covering those positions in County employment not otherwise set by law.

5.2 Adoption of Plan. The Board shall review the proposed compensation plan, make any changes the Board believes necessary or desirable and in its discretion approve the plan by incorporating it in a salary resolution.

5.3 Application of Rates. An employee shall be paid a salary within the range or established for the class or position to which he or she has been appointed.

5.4 Salary Payment Procedure.

(a) Schedule of Payments. Employees shall be paid on a schedule of dates approved by the Board.

(b) Certification. Each department head or authorized designee shall, at the time he or she submits the payroll to the Auditor, certify that each employee has performed the number of days of work shown. The Auditor shall not issue a payroll warrant unless there is an authorized position supported by a valid personnel action form to substantiate the rate shown on the department payroll for each employee. The department head shall determine and certify the payroll of the employees to the Auditor before warrants are issued to such employees. Time/Payroll Sheets. Time/payroll sheets showing hours worked and leave taken must be completed by each County employee. Such sheets must be signed by the individual employee, the employee's supervisor, division, and department head or designee. Time/payroll sheets will be reviewed and audited by the County Auditor. Notice of any correction(s) to the time/payroll sheet will be sent to the employee and the department head. Such corrections will be deemed final unless questioned by the employee within thirty (30) days after notice of correction has been given to the employee. Unresolved matters may be taken to the Personnel Director for determination, which shall not preclude the filing of a grievance should the employee wish to do so after review by the Personnel Director.

(c) Separation. When an employee leaves County employment for any reason, his or her department head should immediately prepare a special payroll, certify it as provided in this section and submit it to the Auditor, who shall issue a warrant. Such warrant shall include all compensation due to the employee up to and including the employee's final workday, including all accrued but unused vacation time and any other amounts due to the employee.

5.5 Compensation for New Employees. New employees shall be at the first step of the salary range for the class to which appointed. The County Administrator may approve an appointment up to the "C" step of the range. If the County Administrator finds that qualified applicants cannot be recruited successfully at the "B" or "C" step, he or she may request that the Board authorize an appointment at a higher step of the range.

5.6 Anniversary Date. Each employee in the classified service shall have an anniversary date to be determined as follows:

(a) New Employees. For a new employee who starts between the 1st through the 15th of the month, the salary anniversary date shall be the 1st of the month; for a new employee who starts between the 16th through the 31st of the month, the salary anniversary date shall be the 1st of the following month.

(b) New Employee Hired at Step A - For those new employees serving a six-month probationary period and who begin at Step A of a pay range, the salary anniversary date shall be six months from date of hire.

(c) New Employees Hired above Step A - For those new employees serving a six-month probationary period and who begin at higher than Step A of a pay range, the salary anniversary date shall be one-year from date of hire.

(d) New Employees with One Year Probation - For those new employees serving a one-year probationary period, regardless of the starting step in the pay range, the salary anniversary date shall be one year from date of hire.

(e) Promotion or Demotion. An employee who is promoted or demoted shall have a new anniversary date which shall be the first day of the month following the date of his or her promotion or demotion, except that when an employee's promotion or demotion is effective on the first working day of a month, the anniversary date shall be the first calendar day of that month. In addition, an employee who has been promoted or demoted, shall have an anniversary date which shall be the first calendar day of the seventh month of service at the new class of position.

(f) Transfer. An employee who is transferred shall have no change in anniversary date.

(g) Change in Range Allocation. If the salary range of a class is changed, the anniversary date of an employee holding a position allocated to said class shall not change.

(h) Reclassification. If the position held by an employee is reclassified to a new class with a higher

salary range, the employee shall not have a new anniversary date.

(i) Service Interruptions. The granting of any leave of absence without pay exceeding fifteen (15) calendar days shall cause the employee's anniversary date to be postponed the number of calendar days in such leave.

(j) Modified Duty. Where an employee is assigned to modified duty in order to make a reasonable accommodation when required by state or federal law the employee's anniversary date shall not be affected thereby.

5.7 Merit Advancement Within Range. An employee may be advanced on his or her anniversary date to the next higher step of the salary range if he or she has earned such advancement by successfully completing his or her probationary period and, subsequently, by receiving an overall score of "Meets Expectations" or higher on their annual performance evaluation. Eligible employees who receive their annual performance evaluation after their anniversary date shall have any merit increase resulting from an overall score of "Meets Expectations" or higher applied retroactively to their anniversary date. No merit advancement shall occur absent of a completed performance evaluation.

5.8 Progression on Merit Steps.

(a) Full-time and Part-time.

(1) Normal Progression. From the date of employment until the successful conclusion of the probationary period, no merit step increase shall be granted. If hired at Step A, the employee shall receive a merit step increase at the end of a successful probationary period. Thereafter, eligibility for merit step increases shall occur annually on the employee's salary anniversary date until such time as the employee reaches the last salary step available for his or her position.

(2) Accelerated Progression. If an employee has been appointed at Step B or higher, as previously provided in Section 5.6 (a) no merit step increase shall be granted until the employee has both successfully completed the probationary period and has worked one (1) calendar year in such position. At the end of such first year the employee shall first become eligible for a merit increase. Thereafter, eligibility for merit

step increases shall occur annually until such time as the employee reaches the last salary step available for his or her position.

(3) Promotional Progression. From the date of promotion until the successful conclusion of the probationary period, no merit step increase may be granted. When an employee is promoted, his or her salary increases to an appropriate step within the grade of the new job classification. An employee who is promoted shall be compensated at the step in the new salary range which comes nearest to but not less than five percent (5%) higher than the step he or she held in the previous salary range. The anniversary date of a promoted employee is changed as discudded in section 5.6 (e)/

All promoted employees who successfully pass their probationary promotional review period will receive a merit step increase to the next step in the salary range of their new classification. Employees promoted to Step A of the new range are first eligible six (6) months after the date of promotion. If promoted to Step B or higher in the new range, employees are eligible twelve (12) months from the date of promotion. (See Section 5.6(a) of these Rules.) A promoted employee is eligible for another merit step increase annually thereafter, from the completion date of the probationary period until his/her pay reaches the last step

(4) (b) Temporary /Seasonal Employees – Temporary and Seasonal Employees shall not receive merit reviews. However, a temporary or seasonal employee shall receive a performance evaluation when his or her period of service concludes to determine whether he or she is eligible for rehire. This performance evaluation shall also be used as a basis for considering salary in the event the employee is rehired. A step increase may be granted after the accrual of 1040 hours of service.

5.9 Promotion. An employee promoted to a position in a class with a higher salary range may be

paid either at the minimum rate of the new range or at the nearest higher rate to that which he or she would otherwise be entitled to in his or her former position on the date his or her promotion is effective, whichever is greater. However, the pay rate shall be at least 5% above the present rate of pay or at the highest step in the promoted salary range, if less than 5% higher.

5.10 Demotion. An employee demoted to a position in a class with a lower salary range shall be paid at the step currently held unless the appointing authority directs placement in a different step.

5.11 Transfer. An employee transferred to a position in a class within the same range shall receive the same salary. The transferring employee may be required to serve a probationary period in the new position unless he or she has previously completed a probationary period successfully in the position.

5.12 Change in Range Allocation. The salary of an employee in a position in a class which is reallocated to a new salary range shall be adjusted to the corresponding step of the new range, i.e., step to step.

5.13 Position Reclassification. The salary of the incumbent in a position which is reclassified shall be adjusted to the corresponding step of the new classification, i.e. step to step.

5.14 Board Authority to Specify Salary. Notwithstanding anything in these rules to the contrary, the Board may specify that the incumbent of a particular position shall be placed on a step on the salary range for that class higher than that provided for elsewhere in these rules. Action based on this section shall be taken only under unusual circumstances where such action is important to the successful operation of a department of County government.

5.15 Overtime. Overtime may be worked only when approved in advance by the Board or, if budgeted, by the department head. Overtime is to be discouraged except in situations where emergencies exist. An emergency shall exist when work is required to correct a condition that is threatening or affecting the peace, health or safety of the general public or work is required beyond the regular working hours to meet deadlines established by law.

Payment for overtime or accrual of compensatory time-off shall be made to non-FLSA (exempt employees) at the rate of time and one- half the employee's regular hourly rate, or as compensatory time off at one and one-half hour for each hour of overtime worked. The County Administrator shall determine and advise the Board as to which employees and position classifications are FLSA exempt for purposes of entitlement to overtime compensation. Overtime shall be paid or compensatory time off

given for all hours worked by non-exempt employees in excess of 35 hours per week for those on a 7 hour per day schedule and 40 hours for those on an 8 hour per day schedule unless otherwise provided in an applicable Memorandum of Understanding. Non-exempt sworn peace officers may accrue compensatory time off in lieu of compensation at their option.

Overtime: Paid Time or Compensatory Time. For positions which do not meet one of the Fair Labor Standards Act (FLSA) exemption categories, overtime hours worked shall be compensated in one of the following ways for time worked (pursuant to rule 5.17) in excess of thirty-five (35) or forty (40) hours in any work week, depending upon the individual employee's regularly assigned work week and shift.

1. as paid time at the one-and-one-half rate of pay; or

2. for non-exempt safety employee's only, as compensatory time accrued at the one-and-one-half rate of pay, as set forth in applicable Memorandum of Understanding.

Prior to overtime being authorized, the employee and his or her supervisor shall agree as to how the employee shall be compensated (i.e., as paid time or compensatory time). If the employee and supervisor do not agree on the method of compensation, the supervisor may ask another employee to perform the overtime work. However, if the supervisor requires that a particular employee perform the overtime, and they cannot agree on the method of compensation, then the employee shall be given the choice of how he or she wishes to be compensated. County will allow non-exempt employees to carry 40 hours of compensatory time on the books. Compensatory time will be placed on the books at the rate of one and one-half (1 1/2) hours for each hour of approved overtime worked. When an employee leaves employment, any compensatory time remaining on the books will be paid at the employee's hourly rate.

For non-exempt safety employees only, compensatory time accumulated under these rules and regulations is vested time and must be utilized or paid in conjunction with termination of employment. No safety employee may accrue more than one hundred twenty (120) hours of compensatory time off. Any excess shall be paid at time and one-half rates.

5.16 Standby and Call-Out Policy.

(a) Standby. A standby roster shall be comprised of County employees from designated departments or divisions who have been designated to be on call and available to work after regular working hours. An employee on standby will be permitted to take home a County vehicle equipped with appropriate tools and supplies for use when called out on standby.

The designated department or divisional supervisor shall be responsible for scheduling his or her employees for standby duty and for providing duty rosters to the Sheriff's department. The Sheriff's department will be given a roster of employees with their standby duty dates, home telephone numbers, and pager numbers and codes. Once assigned to specific standby duty, employees may not trade standby assignments, except with the prior approval of the designated supervisor.

Compensation for standby duty shall be as set forth in duly adopted memoranda of understanding.

An employee assigned to standby duty must be available to respond to emergency calls at all times. The employee must refrain from consuming alcoholic beverages or other substances which could impair his or her effectiveness or safety on the job. Violation of this policy shall result in disciplinary action, as outlined in Chapter XII of these rules.

Nothing herein shall be construed to require that the County establish standby duty for employees in any department or division.

(b) Call-Out Compensation. Unless otherwise provided in a memorandum of understanding, employees eligible for overtime compensation who have ended their workday and left their places of employment, but who have been requested to perform duties after normal working hours, will be compensated at time and one-half. If the time worked is less than two (2) hours, the employee will receive two (2) hours compensation minimum at the rate of time and one-half. If the time worked is more than two (2) hours, the employee will receive time and one-half for the actual hours or portions thereof worked. For the purpose of this rule, actual time worked shall include all time from the time the employee leaves home to respond to the call until the employee has returned home.

These call-out provisions will apply to no more than two (2) call-out instances per twelve (12) hour period. Any call-out instance after the first two (2) in a twelve (12) hour period will be paid at normal overtime rate.

5.17 Work Week. For purposes of applying the overtime requirements of the Fair Labor Standards Act (FLSA), the work week for County employees shall begin at 12:01 a.m. Thursday and end at 12:00 a.m. (midnight) Wednesday night. Vacation, sick leave, holiday hours or other leave time will not be included as time worked for purposes of calculating FLSA overtime.

5.18 Split Classifications. In cases where an employee is employed in a capacity which has been recognized as involving "split classifications", in that his or her duties are divided between two different positions in County government, such employee's regular rate of pay shall be determined by pro-rating the regular salary payable to each of the two positions based upon the average percentages of time devoted by the employee to each of the two positions.

5.19 Career Ladders. Due to the nature of some classifications, various County positions have been assigned career ladders through the classification plan. These progressions are part of a job series and identified in the applicable job descriptions. Each rung on the career ladder represents a distinct classification.

(a) Career Ladder Advancement

(1) Advancement from a I to II:

Employee must be at C step in the range

Employee must receive an overall rating of "Exceeds Expectations" on two (2) consecutive annual performance evaluation reports.

Department head must provide written documentation delineating the additional duties and responsibilities, consistent with the job description, the employee will perform on advancement from I to II, and any additional skills that will need to be demonstrated. A copy of the document must be signed by the department head and employee, and transmitted to Personnel with the request for inclusion in the employee's personnel file.

All requests for Career Ladder Advancement are based on department head recommendation and approval by the County Administrator.

(2) Advancement from II to III:

Employee must be at top step in the range for one (1) year.

Employee must receive an overall rating of "Exceeds Expectations" on two (2) consecutive annual performance evaluation reports. However, receiving an overall "Exceeds Expectations" on the first annual performance evaluation completed after this section takes effect, shall be sufficient to move from a II to III providing all other requirements of this section are satisfied.

Department head must provide written documentation delineating the additional duties and responsibilities the employee will perform, consistent with the job description, on advancement from II to III, and any additional skills that will need to be demonstrated. A copy of the document must be signed by the department head and employee, and transmitted to Personnel with the request for inclusion in the employee's personnel file.

All requests for Career Ladder Advancement are based on department head recommendation and approval by the County Administrator.

ARTICLE VIII

PERFORMANCE EVALUATIONS & SALARY ADJUSTMENTS

8.1 Initial Appointments. All new employees shall be appointed at the first step of the salary range unless the County Administrator approves placement at step "B" or "C", or the Board approves placement above step "C".

8.2 Performance Evaluations. Regular performance reports shall be made at times and on forms prescribed by the County Administrator as to the efficiency, competence, conduct and merit of all employees in the classified service. In addition to the formal performance evaluation before the conclusion of the probationary period, one or more formal or informal performance evaluations shall be made during an employee's probationary period.

(a) As part of the performance evaluation, the employee and his/her supervisor shall meet to review and discuss the employee's significant accomplishments, training, areas needing attention or improvement, future development and objectives. After reviewing the job description, duties and any established performance standards for that position, an evaluation report shall be made by the supervisor as to whether the employee's performance "Needs Improvement;" "Meets Expectations;" or, "Exceeds Expectations." An explanation must accompany all ratings. The employee shall have an opportunity to review his or her performance evaluation report and agree or disagree with it. The employee shall have the right to attach a written response to the performance evaluation which shall be attached to the performance evaluation report and placed in his or her personnel file. Based upon the performance evaluation report, the department head may, at his or her discretion, make appropriate recommendations regarding a merit increase, promotion or other actions

(b) The employee and supervisor must sign and date the performance report. If the employee refuses to sign the report, the supervisor shall note this fact on the performance evaluation report and any circumstances surrounding the employee's refusal. Copies of the report shall be distributed to the employee, the department head and the Personnel Director.

(c) If an employee is not in agreement with a performance evaluation which results in a less than "Meets Expectations" rating, the employee may, within ten (10) working days after

receipt of the evaluation, request a review of such evaluation by his or her department head. If the employee is not in agreement with the determination of the department head, the employee may, within ten (10) working days after receipt of the determination of the department head, request a further review by the County Administrator or designee, whose decision shall be final and conclusive and not subject to further appeal or grievance.

(d) With regard to the procedures established in subparagraph (c) above, if the employee's department head prepared the evaluation in question, the employee may omit review by the department head and proceed directly to review by the County Administrator or designee. If the final decision is adverse to the employee, a further performance evaluation shall be conducted by the department head or designee not later than ninety (90) days after the prior evaluation.

RESOLUTION NO 2013 - 50

A RESOLUTION OF THE BOARD OF SUPERVISORS, COUNTY OF INYO, STATE OF CALIFORNIA, SETTING SALARY, TERMS AND CONDITIONS OF EMPLOYMENT FOR NON – REPRESENTED EMPLOYEES EMPLOYED IN THE SEVERAL OFFICES OR INSTITUTIONS OF THE COUNTY OF INYO, AND RESCINDING RESOLUTION 2007-32

WHEREAS, the Board of Supervisors, pursuant to Government Code section 25300, shall prescribe the compensation of all county officers and shall provide for the number, compensation, tenure, appointment and conditions of employment of all County employees; and

WHEREAS, there are non-represented employees of the County of Inyo; and

WHEREAS, the Board of Supervisors desires to prescribe the compensation, tenure, appointment and/or conditions of employment for non-represented employees, excluding all Elected Officials, all Appointed Officials and all Management employees; and

WHEREAS, the following classifications are deemed to be non-represented employees:

ADMINISTRATIVE SECRETARY (ADMINISTRATION)	*C
ADMINISTRATIVE LEGAL SECRETARY (COUNTY COUNSEL)	*C
AIRPORT OPERATIONS LEAD	
ASSISTANT PURCHASING AGENT	*C
ASSISTANT TO THE CAO	
CHILD SUPPORT SUPERVISOR	
CLINIC MANAGER	
DIRECTOR FIRST FIVE	
ENGINEER SENIOR	
FACILIITY SUPERVISOR	
HHS ADMINSTRATIVE ASSISTANT	
INTEGRATED WASTE SUPERVISOR	
INTEGRATED MANAGEMENT PROGRAM SUPERINTENDENT	
SENIOR INTEGRATED MANAGEMENT PROGRAM SUPERINTENDENT	
LIBRARY DIRECTOR	
MANAGEMENT ANALYST (ADMINISTRATION)	*C
MANAGEMENT ANALYST	
MITIGATION PROJECT MANAGER	
MUSEUM ADMINISTRATOR	
OFFICE CLERK (COUNTY COUNSEL)	*C
OFFICE TECHNICIAN (ADMINISTRATION)	*C
PUBLIC ADMINISTRATOR/GUARDIAN DEPUTY	
PAYROLL ANALYST	*C
PERSONNEL ANALYST	*C
PROGRAMMER ANALYST (I/S) (PAYROLL/PERSONNEL)	*C
PROGRAM CHIEF	
PROGRAM MANAGER – PROGRESS HOUSE	
PROGRAM MANAGER – WIC	
PSYCHIATRIST	
ROAD SUPERINTENDENT	
SOCIAL WORKER SUPERVISOR SENIOR	
SHERIFF ADMINISTRATIVE ASSISTANT	

In the event of circumstances beyond the control of the County, such as acts of God, fire, flood, insurrection, civil disorder, national emergency, or similar circumstances, if the Chief Administrative Officer or his designee so declares, any provisions of this Resolution, which restricts the County's ability to respond to these emergencies, shall be suspended for the duration of such emergency. After the emergency is declared over, the employee shall have the right to meet with the County regarding the impact on employees of the suspension of these provisions of this Resolution and any Personnel rules and policies.

ARTICLE 41.

This Resolution shall be in full force and effect from now until amended or rescinded.

ARTICLE 42.

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ARTICnLE 43

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ARTICLE 44.

PASSED AND ADOPTED this 15TH day of by the following vote of the Inyo County Board of Supervisors:

AYES:
NOES:
ABSTAIN:
ABSENT:

Linda Arcularius

Linda Arcularius, Chairperson, Inyo County Board of Supervisors

Attest: Kevin Carunchio
Clerk of the Board

BY: Patricia Gunsolley
Patricia Gunsolley, Assistant

SUPERVISOR ASSISTANT *C

WHEREAS, the Inyo County Board of Supervisors (Board of Supervisors) previously adopted Resolution 2007-32 to set the compensation, terms and conditions of employment for the non-represented County employees; and

WHEREAS, the Board of Supervisors now desires to modify the compensation, terms and conditions established by Resolution 2007-32, as set forth herein below.

BE IT FURTHER RESOLVED that the compensation, tenure, terms and conditions of employment for the following non represented employees shall be as set forth in the following sections:

ARTICLE 1. RECOGNITION

The County of Inyo (hereinafter called the "County") has recognized employee bargaining units for the purpose of meeting its obligations under the Meyers-Milias-Brown Act, Government Code section 3500, *et seq.* This Resolution applies to employees not represented by any employee bargaining unit. This Resolution applies to those classifications listed below:

ADMINISTRATIVE SECRETARY (ADMINISTRATION) *C
ADMINISTRATIVE LEGAL SECRETARY (COUNTY COUNSEL) *C
AIRPORT OPERATIONS LEAD
ASSISTANT PURCHASING AGENT *C
ASSISTANT TO THE CAO
CHILD SUPPORT SUPERVISOR
CLINIC MANAGER
DIRECTOR FIRST FIVE
ENGINEER SENIOR
FACILIITY SUPERVISOR
HHS ADMINSTRATIVE ASSISTANT
INTEGRATED WASTE SUPERVISOR
INTEGRATED MANAGEMENT PROGRAM SUPERINTENDENT
SENIOR INTEGRATED MANAGEMENT PROGRAM SUPERINTENDENT
LIBRARY DIRECTOR
MANAGEMENT ANALYST (ADMINISTRATION) *C
MANAGEMENT ANALYST
MITIGATION PROJECT MANAGER
MUSEUM ADMINISTRATOR
OFFICE CLERK (COUNTY COUNSEL) *C
OFFICE TECHNICIAN (ADMINISTRATION) *C
PUBLIC ADMINISTRATOR/GUARDIAN DEPUTY
PAYROLL ANALYST *C
PERSONNEL ANALYST *C
PROGRAMMER ANALYST (I/S) (PAYROLL/PERSONNEL) *C
PROGRAM CHIEF
PROGRAM MANAGER – PROGRESS HOUSE
PROGRAM MANAGER – WIC
PSYCHIATRIST
ROAD SUPERINTENDENT
SOCIAL WORKER SUPERVISOR SENIOR
SHERIFF ADMINISTRATIVE ASSISTANT
SUPERVISOR ASSISTANT *C

ARTICLE 2. EFFECT OF PRIOR MEMORANDA OF UNDERSTANDING AND RESOLUTIONS

This Resolution supersedes all prior Resolutions with regard to the employees covered by this Resolution.

ARTICLE 3. NON-DISCRIMINATION

Section 1. The County will recognize and will protect the rights of all employees hereby to join and/or participate in protected activities, or to refrain from joining or participating in protected activities, in accordance with Government Code sections 3500 to 3511.

Section 2. Non-represented employees shall not discriminate against any employee because of race, color, sex, age, national origin, ancestry, political or religion or religious creed, marital status, physical or mental disability, medical condition or sexual orientation.

Section 3. Whenever the masculine gender is used in this Resolution, it shall be understood to include the feminine gender.

ARTICLE 4. WORKDAY AND WORKWEEK

The work week begins at 0001 hours each Thursday and ends at 2400 hours the following (one minute after 12 midnight Thursday through 12 midnight on Wednesday.)

a. Employees on either a seven or eight hour daily work schedule will work five consecutive days, with two consecutive days off.

b. Employees on a four day, ten hour per day work schedule will work four consecutive days with three consecutive days off.

c. Any 7 hour per day position which becomes vacant shall be filled on an 8 hour per day basis.

d. All future promotions and transfer of incumbent County employees shall be at 8 hours per day.

e. The County Administrator may in his/her discretion based upon recommendation from a department head change work hours and/or workshifts on a temporary basis in such department or work unit thereof.

ARTICLE 5. OVERTIME AND COMPENSATORY TIME – FULL TIME EMPLOYEES

The County will comply with the Fair Labor Standards Act (FLSA) and shall compensate all full time nonexempt employees at the pay rate of time and one-half for all overtime hours worked. Time and one-half compensation shall be paid after 35 hours for those non-exempt full time employees scheduled on a 35 hour work week. Time and one-half compensation will be paid after 40 hours for those non-exempt full time employees scheduled on a 40 hour work week. Non-exempt full time employees covered by this Agreement shall be compensated for authorized overtime at the rate of one and one-half (1-1/2) times his or her equivalent hourly rate of pay, when approved in advance by the department head.

a. All overtime must be scheduled with the employee in advance, except in the case of an emergency or when, unforeseeable operational needs prohibit advance notice.

b. Overtime may be converted to compensatory time off at the rate of time and one-half (1-1/2) for each hour worked. The compensatory time may be banked as provided in paragraph f.

below. The conversion of overtime shall be at the option of the employee. Overtime shall be paid in accordance with current procedures unless an employee requests compensatory time.

c. Attachment "A" to this Agreement is a list of those positions exempt from overtime and compensatory time under FLSA. Positions on this list may be added to or deleted from in accordance with the definitions of the FLSA. If issues of dispute arise, a letter ruling will be sought from the U.S. Department of Labor, which administers FLSA, to determine if the position meets the appropriate criteria for inclusion or exclusion from the list.

d. "Hours worked" will be calculated as provided for by the Fair Labor Standards Act, 29 U.S.C. § 201, *et seq.* "Hours worked" does not include time for which persons are compensated, but do not actually work.

e. County will allow non-exempt full time employees to carry 40 hours of compensatory time on the books. Compensatory time will be placed on the books at the rate of one and one-half (1 1/2) hours for each hour of approved overtime worked. When an employee leaves employment, any compensatory time remaining on the books will be paid at the employee's then hourly rate.

ARTICLE 6. STANDBY AND CALL-OUT COMPENSATION

a. Stand-by Compensation. Employees requested by the department head to serve in an after-hours response capacity will receive $35.00, for performing standby duties on each regularly scheduled day and $50.00, for performing stand-by duties on regularly scheduled days off or holidays. Holidays are those recognized pursuant to Article 19 of this Agreement.

b. Call-Out Compensation. Those employees who are eligible for overtime compensation and have ended their workday and have left their place of employment, but who have been requested to perform duties after normal working hours, will be compensated at the rate of time and one-half. If the time worked is less than two hours, the employee will receive two hours compensation minimum at the rate of time and one-half. If the time worked is more than two hours, the employee will receive time and one-half for the actual hours or portions thereof worked.

These call-out provisions will apply to no more than two call-out instances per 12-hour period. Any call-out instance after the first two in a 12-hour period will be paid at normal overtime rates.

c. An employee will be deemed to be on telephone standby if the employee's department head informs the employee that the employee may be subject to being called out during a certain period. A department cannot avoid payment under this Article by informing an employee he or she may be needed, but not formally placing the employee on standby.

ARTICLE 7. SALARIES

a. Salaries: . County will provide the following COLA's:
October 2103: 2% COLA effective October 10, 2013 which is the first full pay period in October.
July 2014: 2% COLA effective July 3, 2014 which is the first full pay period in July.
July 2015: 2% COLA effective July 2, 2015 which is the first full pay period in July

Salaries for employees shall be as set forth in attachment D.

b. Longevity Pay: The County will provide the following longevity increases after ten (10) years of consecutive service:

10 years - 2%
15 years - 2%
20 years - 2%
25 years - 2%

These increases will be based on employee start date. If the employee starts on the first through fifteenth of the month, the increase will begin the first of that month. If employee starts on the sixteenth through the thirty-first of the month, the increase will begin the first of the following month.

c. Shift Differential. Employees working swing shifts (full shifts worked between 3:00 p.m. and 12:00 midnight) shall receive a shift differential of 2%. Those working graveyard shifts (full shifts worked between 12:00 a.m. and 8:00 a.m.) shall receive a shift differential of 4%.

d. Semi-monthly Paydays. Employees covered by this Agreement shall be paid twice monthly (on the 5th and 20th of each month.) The County will make every effort to see that employees in outlying stations receive their checks on the last County business day prior to the 5th or 20th of each month.

ARTICLE 8. PART-TIME BENEFITS

Part-time Benefits will be the same as agreed by ICEA.

ARTICLE 9. INSURANCE BENEFITS

a. The County shall continue to contract with the Public Employees Retirement System (PERS) for medical benefits during the term of this Agreement.

b. County agrees to pay 80% of the premium of PERS Choice or PERS Select Plans. Employee will be responsible for 20% of the premium. The maximum the County will contribute toward a different CalPERS plan other than listed above will be 80% of PERS Choice premium.

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d. The County will reimburse 50% of the annual medical deductible after the full deductible per person has been paid.

e. County agrees to provide through Delta Dental orthodontia benefits for adults and children, 50% benefit schedule; $1,200 lifetime maximum.

f. County will pay the following per pay period to each employee who has other medical coverage and has opted out of the County's medical plan.

- Eligible for employee only coverage = $92.31per pay period
- Eligible for employee plus one coverage = $184.62 per pay period
- Eligible for family coverage = $276.93 per pay period

ARTICLE 10. FLEXIBLE BENEFIT PROGRAM

County will pay the administration fee of $5.25 per month for each employee who participates in flexible benefit program allowed by Section 125 of the Internal Revenue Code.

ARTICLE 11. SHORT-TERM DISABILITY PROGRAM

County will provide all eligible employees with a self-insured income protection plan for up to one year for non-job-related disabilities preventing a person from working. County agrees to pay the premium of one percent of employee's base salary to a maximum of $490 per year. Any employee denied benefits under this provision may file a grievance pursuant to Article XIII of the County Personnel Rules and may have the matter heard only up to the level of the County Administrator. The benefit will be as set forth in the Short term Disability Program as amended on October 1, 1999.

ARTICLE 12. DEFERRED COMPENSATION

County will provide deferred compensation programs for employees.

ARTICLE 13.

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ARTICLE.14.

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ARTICLE 15.

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ARTICLE 16. SICK LEAVE

a. Each employee shall accrue sick leave. There is no limit on the amount of sick leave that may be accrued.

b. Except as provided in Article 8, any employee using less than five days of sick leave in any calendar year may, at the employee's option, exchange up to five days of sick leave with the County for monetary compensation at the employee's current hourly rate.

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d. Any employee may donate up to a maximum of ten days per year of unused sick leave to the sick leave bank. Employee will have two fifteen-day windows of opportunity (January 16-31 and July 16-31) to contribute to the sick leave bank. Employee may donate up to a maximum of 10 days per year of unused sick leave directly to any employee without using the sick leave bank. No employee will be allowed to donate more than ten days total in a calendar year.

e. Any employee who retires from the County may donate sick leave to the sick leave bank, without complying with the window requirement.

f. Any sick leave used for bereavement will not impact the "buy back" provisions above.

ARTICLE 17. VACATION LEAVE

The maximum amount of vacation days which may be accrued shall be 35. There shall be no accrual in excess of 35 days.

a. In the event an employee is denied a request for vacation, which denial causes the employee to cease accruing vacation benefits due to the 35-day cap provided herein, the employee may continue to accrue vacation benefits so long as (1) the employee and his/her supervisor agree that the employee will take necessary vacation time at a date in the future to bring the employee below the 35-day cap; (2) the alternative vacation must be scheduled and taken by the employee within six months; and (3) the County Administrator approves the arrangement, which approval will not be unreasonably denied.

b. The County Administrative Officer may approve requests for vacation in excess of 20 consecutive work days based on extenuating circumstances.

ARTICLE 18. FLEXIBLE LEAVE

The County shall grant employees 35 hours or 40 hours (depending on employee's hourly status) of Flexible Leave hours each fiscal year.

Flexible leave will be granted each July 1 and must be exhausted by the following June 30. Flexible leave will not accrue from one fiscal year to the next, with the following exception. If an employee believes there are extenuating circumstances that made it impossible for him/her to utilize flexible leave within the fiscal year, the employee must make a written request to the County Administrative Officer stating the reasons flexible leave should be carried over to the next fiscal year. If the County Administrative Officer approves the request, flexible leave shall be carried over.

Flexible leave will not be paid should an employee terminate, for any reason, from County services.

An employee requesting flexible leave shall give a minimum of 48 hours' notice to his/her supervisor. A request to take flexible leave may be denied due to the operational needs of the employee's department.

New employees, upon appointment, shall be granted a prorated number of flexible leave days as follows:

November 1 - February 28 ..... Three (3) days
March 1 - June 30..... One (1) day.

ARTICLE 19. HOLIDAYS

a. Recognized Holidays. County holidays are as follows:

January 1 (New Year's Day)
February 12 (Lincoln's Birthday)
Third Monday in February (Washington's Birthday)
Last Monday in May (Memorial Day)
July 4 (Independence Day)
First Monday in September (Labor Day)
November 11 (Veteran's Day)
Thanksgiving Day

Friday immediately following Thanksgiving Day
December 24 or December 31
December 25 (Christmas Day)

b. Additional Provisions. Any employee who works in a facility which operates seven (7) days a week and who works on a County recognized holiday, shall be paid at double time and one-half their regular rate, *i.e.* pay for 20 hours on an 8-hour work day. If a holiday falls on the employee's day off, payment will be made at straight time with no additional day off.

ARTICLE 20. RETIREMENT PROVISIONS

a. County agrees to provide 2% at 55 full formula PERS retirement for miscellaneous members.

b. County agrees to pay the member's contribution for PERS retirement, at the rate of 7% of gross pay, less Social Security (FICA) adjustment.

c. Full-time employees shall pay their own contribution for both Social Security and Medicare through payroll deductions.

d. PERS benefit to miscellaneous employees shall consist of:

1. Final compensation to be based on highest one year's salary;
2. Include post-retirement survivor allowance;
3. Allow 260 days of accrued sick leave to be added to service credit;
4. Employer Paid Member Contribution (EPMC)
5. All other provisions as amended in the County PERS contract.

e. New PERS members hired after January 2013 will fall under PEPRA. Employees will receive 2% @ 62 PERS Formula and will be required to pay at least 50% of normal cost.

f. Any change in retirement benefits negotiated by the ICEA, non-represented employees will be applied to un-represented employees by future amendments to this resolution.

ARTICLE 21. PERSONNEL RULES

The Personnel Rules are hereby incorporated by reference. Attachment E outlines amendments to the Personnel Rules. Once adopted by all bargaining units, Personnel Rules will be amended.

ARTICLE 22. EMPLOYEE ASSISTANCE PROGRAM

The County will provide an Employee Assistance Program.

ARTICLE 23. TRAVEL PAY

County will use the Internal Revenue Service (IRS) policy regarding reimbursement of travel pay. If the IRS rates increase, the County reimbursement rates will increase in the same amount as the IRS rates. Should the IRS rates decrease or undergo fundamental changes, renegotiations between the County and the Association on travel pay will occur.

ARTICLE 24.

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ARTICLE 25. OUT OF CLASSIFICATION PAY

Any employee assigned work in a higher classification will have his/her salary increased a by minimum of 5% or be increased to the higher classification for the time worked, which ever is greater, after five (5) working days, effective the first day worked.

ARTICLE 26. FLSA EXEMPT, AND REPRESENTED EMPLOYEES

Attachment A lists those classifications, which are FLSA exempt.

ARTICLE 27 EQUITY ADJUSTMENT

Attachment B lists those classifications, which are receiving equity adjustments, title changes and new job descriptions.

ARTICLE 28. UNIFORMS

The County shall provide all employees covered by this Resolution who are required to wear a uniform, the necessary uniforms and will provide for the laundering for such uniforms. Laundering services will be provided directly through the County. Employees who elect to launder the uniforms through other means will do so at their own expense. The above is provided in lieu of a uniform allowance. The County shall provide the employees a list of the required uniforms.

ARTICLE 29. SAFETY SHOES

County shall reimburse each employee covered by this Resolution who is required to wear safety shoes, for purchase, repair or rebuild of required safety shoes, upon presentation of an invoice evidencing payment, up to a maximum of $150.00 per employee per fiscal year. County shall replace an employee's safety shoes, which are destroyed, excluding normal wear and tear, during the course and scope of employment.

ARTICLE 30. PERFORMANCE EVALUATIONS

County will use the performance evaluation agreed to in the ICEA MOU.

ARTICLE 31. DRUG-FREE WORKPLACE/DOT DRUG TESTING POLICY

The County will enforce the Alcohol and Drug Abuse policy as amended September, 1991.

The County of Inyo will enforce the Alcohol and Drug Policy pursuant to the Department of Transportation Regulations as amended April 1, 1998.

ARTICLE 32. MATERNITY LEAVE OF ABSENCE

Maternity leave is governed by Personnel Rule 806.

ARTICLE 33. TUITION REIMBURSEMENT

The County will reimburse educational expenses to a maximum of $350.00 per year per employee for tuition and books.

The County will consider allocating an additional amount to any given employee, subject to available funding, engaged in a course of study that has a direct relationship to duties performed and would benefit the Department and County. If such a situation exists, the department head's recommendation for payment is necessary.

The County will reimburse the employee for course work completed with a grade of 2.0 or higher. The employee must submit a final grade report and a receipt for books purchased.

ARTICLE 34. SMOKING

There shall be no smoking or chewing of tobacco in any County facility or County vehicle. Employees smoking on County property shall smoke in designated smoking areas, which areas will be agreed to by the County.

ARTICLE 35. MISTAKEN OVERPAYMENTS

Should any employee be overpaid due to any mistake or inadvertence, the County may recover the amount of overpayment by subsequent unilateral deductions from the pay of the employee in question up to the amount of overpayment. However, not more than 10% of any such employee's net pay shall be deducted from any one paycheck for this purpose. Notwithstanding this, employee will have the option of 10%-25% being deducted from any one paycheck.

ARTICLE 36. LETTER OF REPRIMAND

Any employee who receives a letter of reprimand shall be entitled to submit a written response thereto, which shall be placed in such employee's personnel file, along with the written reprimand. While the employee may discuss a reprimand with the Director of Personnel Services, who shall have the authority to remove the letter, there shall be no right to grieve or appeal any reprimand, warning, or counseling nor shall there be any formal hearings or review procedures concerning any reprimand, warning, or counseling.

ARTICLE 37.

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ARTICLE 40. EMERGENCY WAIVER

PSYCHIATRIST

Inyo County offers the opportunity for a qualified Psychiatrist to get out of the crush of the urban environment. You will have a chance to make a real difference by providing a full range of psychiatric service to the County residents, while still having the time to establish a private practice. Clinical services require only **three seven-hour work days** at various sites along with 24-hour on-call telephone consultation to mental health staff regarding emergency medication.

This highly critical position is under the administrative direction of the Director of Health and Human Services and supervision of the Mental Health Director.

Essential Job Functions:

Consult with Mental Health and Health and Human Services clinical staff regarding mental health treatment needs and issues affecting clients.

Consult with the County Health Officer and nursing staff regarding psychiatric medication issues of the jail and juvenile hall inmates.

Coordinate services with community health care providers.

Assume responsibility for all acts of diagnosis, treatment, and prescribing, ordering and dispensing of drugs which may only be performed by a licensed physician and within scope of license.

Train clinic staff in uses of psychiatric medication.

Participate in quarterly medication monitoring with Mono County Mental Health Services.

Participate in program audits, Utilization Review, managed care TAR reviews, and Quality Improvement, as requested.

Conduct assessments and make applications for LPS Conservatorship, as appropriate.

Provide mutual consultation and backup to County Health Officer.

COMPENSATION

The salary for this contract position is $5,800 to $6,180 per month depending on qualifications.

QUALIFICATIONS

The successful candidate for this position must be a physician currently licensed by the State of California with a successfully completed 3-year residency training in psychiatry in a program approved by the American Medical Association or American Osteopathic Association. Specialty Board Certification in psychiatry is preferred. Public agency experience is highly desirable.

Ideal Candidate Profile:

- Have the ability to relate to diverse segments of the community.
- Have the ability to work as part of a care delivery team, while providing leadership in the psychiatric area.
- Have the ability to establish solid professional credibility in the close communities throughout the County.
- Have an understanding that good treatment and good administrative practice go together.

Inyo County is an Equal Opportunity Employer. Women, minorities, and disabled are encouraged to apply.

For Clerk's Use Only:
AGENDA NUMBER
18

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

☐ Consent ☒ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Inyo County Planning Department

FOR THE BOARD MEETING OF: July 14, 2015

SUBJECT: Inyo National Forest Plan Update

RECOMMENDATION: Receive a presentation from staff about coordination with Forest Service staff regarding the Inyo National Forest Plan Update/Revision and provide input.

SUMMARY DISCUSSION: The Inyo National Forest (INF) is working on updating the INF Plan.[1] Staff is working with Forest Service staff in developing the Plan, and will report on recent activities. Input from the Board is requested to guide staff in future coordination efforts with Forest Service staff.

OTHER AGENCY INVOLVEMENT: Department of Agriculture, U.S. Forest Service; Mono, Fresno, Madera, and Tuolumne counties; Town of Mammoth Lakes and City of Bishop; other interested persons and organizations.

FINANCING: General fund resources are utilized to monitor planning work in the Forest. Resources for Willdan's assistance with the effort are funded by operating transfer from the Geothermal Royalties fund.

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)*
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (M*ust be reviewed and approved by the auditor-controller prior to submission to the board clerk.)*
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.)

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received)

Date: 7-7-15

[1] Refer to http://inyoplanning.org/InyoNationalForest.htm for more information about the County's participation in the Plan Update/Revision.

For Clerk's Use Only:
AGENDA NUMBER

19

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

☐ Consent ☒ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Inyo County Planning Department

FOR THE BOARD MEETING OF: July 14, 2015

SUBJECT: Caltrans Sustainable Transportation Planning Grant

RECOMMENDATION: Request the Board of Supervisors review and adopt a Resolution authorizing Mr. Josh Hart, Inyo County Planning Director, to execute agreements with the California Department of Transportation for the County of Inyo for the Caltrans Sustainable Transportation Planning Grant awarded April 24, 2015, and discuss strategies to leverage funding for a more comprehensive specific plan for the North Sierra Highway Planning Area.

SUMMARY DISCUSSION: On April 24, 2015, Inyo County was awarded a Sustainable Transportation Planning Grant from the California Department of Transportation in the amount of $275,440 for the preparation of a corridor plan for the North Sierra Highway located in Bishop. The grant requires an 11.47-percent match, which may be in kind. Staff believes that the Planning Department can absorb this over the grant implementation period, and plans to work with partners to assist absorbing these costs. As a Condition of Grant Acceptance, the Inyo County Board of Supervisors is required to adopt a resolution designating staff to execute agreements with Caltrans.

Staff has considered over the past several years possibly preparing a Specific Plan for North Sierra Highway generally from the intersection of US 395 and Highway 6 westerly past the Bishop Paiute Casino. The Caltrans Sustainable Transportation Planning Grant will provide an excellent opportunity to begin working on concepts for the North Sierra Highway corridor that in addition to standing on their own could provide a basis for the Specific Plan concept. In addition to the scope of work proposed under the Sustainable Transportation Planning Grant, a Specific Plan would include economic analysis of potential land uses scenarios and an environmental impact analysis. Staff is requesting the Board consider and discuss the merits of identifying resources to develop a more comprehensive Specific Plan for the corridor.

ALTERNATIVES: The Board could direct staff to make changes to the resolution. The Board could also chose to not adopt the resolution – this not recommended due to the requirement that such a resolution be adopted to receive the grant funds awarded to Inyo County from Caltrans.

In regards to discussing identification of additional resources to leverage the awarded grant to complete a comprehensive specific plan, the Board could choose to not hold such a discussion, or direct staff to return with additional information.

OTHER AGENCY INVOLVEMENT: Inyo County Public Works, the City of Bishop, Inyo Local Transportation Commission (LTC), Caltrans, the City of Los Angeles Department of Water and Power, the Bishop Paiute Tribe, the Eastern Sierra Community Services District, the Tri-County Fair, Mule Days, the Great Basin Unified Air Pollution Control District, and others.

FINANCING: Work on the North Sierra Highway Sustainable Transportation Corridor Plan will be funded through the Caltrans Sustainable Transportation Planning Grant, once the Conditions of Grant Acceptance have been met and the final grant contract executed. The LTC is providing funding for the grant match.

APPROVALS	
COUNTY COUNSEL: 07/08/15	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)*
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS *(Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)*
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.)

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received)

Date: 7-9-15

Attachment – Board of Supervisors Resolution Authorizing Josh Hart, Inyo County Planning Director, to execute agreements with Caltrans for the Caltrans Sustainable Transportation Planning Grant.

RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF INYO, STATE OF CALIFORNIA, AUTHORIZING MR. JOSH HART, INYO COUNTY PLANNING DIRECTOR, TO EXECUTE AGREEMENTS WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR THE COUNTY OF INYO FOR THE NORTH SIERRA HIGHWAY CORRIDOR PLAN.

WHEREAS, the Board of Supervisors for the County of Inyo is eligible to receive Federal and/or State funding for certain transportation planning related plans, through the California Department of Transportation; and

WHEREAS, a Fund Transfer Agreement is needed to be executed with the California Department of Transportation before such funds can be claimed through the Transportation Planning Grant Programs; and

WHEREAS, the County of Inyo wishes to delegate authorization to execute these agreements and any amendments thereto;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Inyo, authorizes the Planning Director, or his designee, to execute all Fund Transfer Agreements and any amendments thereto with the California Department of Transportation.

PASSED AND ADOPTED THIS __th DAY OF _____, 2015:

AYES:
NOES:
ABSTAIN:
ABSENT:

_____
Matt Kingsley, Chairperson
Inyo County Board of Supervisors

ATTEST:

KEVIN CARUNCHIO
Clerk of the Board

By _____
Pat Gunsolley, Assistant

For Clerk's Use Only:
AGENDA NUMBER

20

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

Consent X Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: **Water Department**

FOR THE BOARD MEETING OF: **July 14, 2015**

SUBJECT: **Letter to GBUAPCD Hearing Board supporting LADWP's variance request**

DEPARTMENTAL RECOMMENDATION:

The Water Department requests consideration of a letter to the Hearing Board of the Great Basin Unified Air Pollution Control District (GBUAPCD) supporting LADWP's request for a Regular Variance allowing LADWP to delay water delivery to dust control areas on Owens Lake this fall and winter.

SUMMARY DISCUSSION:

LADWP has requested a Regular Variance from the Hearing Board of the GBUAPCD in order to reduce water use on Owens Lake. As noted in the attached hearing notice, the hearing will be held July 22, 2015 in the Bishop City Council Chambers at 10:00 AM. The Variance would allow LADWP to delay water deliveries to certain areas on Owens Lake. At this time, the amount of water savings is unknown, but is likely to be on the order of 3,000 – 4,000 acre-feet. Further information will be forthcoming before the hearing. Water conserved as a result of the proposed variance will be available for other uses during the present irrigation season. At the June 4 Standing Committee meeting, LADWP staff indicated that this variance was one of the actions that would assist maintaining irrigation on LADWP leases. The attached letter expresses support for the requested variance.

Attachments:
1. Draft letter to GBUAPCD Hearing Board.
2. LADWP request to Hearing Board for Regular Variance.
3. Public notice of July 22, 2015 hearing.

ALTERNATIVES:

The County is not obligated to comment on the variance.

OTHER AGENCY INVOLVEMENT:

LADWP

FINANCING:

N/A

APPROVALS	
COUNTY COUNSEL: **N/A**	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date: _____

AUDITOR/CONTROLLER: **N/A**	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved: _____ Date: _____
PERSONNEL DIRECTOR: **N/A**	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved: _____ Date: _____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received) _____ Date: 7/7/2015

Members of the Hearing Board of the Great Basin Unified Air Pollution Control District:

This letter is to express Inyo County's support for the City of Los Angeles Department of Water and Power's request for a Regular Variance related to ramp-up of water deliveries to dust control areas on Owens Lake. The Inyo County Board of Supervisors supports water conservation measures on Owens Lake as long as dust control measures continue to be effective and critical habitat is maintained. This request for a Regular Variance is timely given the severe water shortage present in the Eastern Sierra and statewide. The County's support for the variance is contingent on limiting the duration of the variance to this fall and winter only, as applied for by Los Angeles.

The County appreciates the diligent efforts of the staff of the Los Angeles Department of Water and Power and the Great Basin Unified Air Pollution Control District to conserve water on Owens Lake while still protecting air quality and habitat. We understand that the analysis conducted by GBUAPCD staff shows it is unlikely that the areas subject to the variance will become emissive, and LADWP has the capability to implement shallow flooding in the event that these areas were to become emissive.

The County has long been concerned that escalating water commitments on Owens Lake reduce water available for other uses in Owens Valley, and approval of this variance is a step in the right direction.

Sincerely,

Matt Kingsley, Chairman

County of Inyo Board of Supervisors

DRAFT

Phillip L. Kiddoo
Air Pollution Control Officer

GREAT BASIN UNIFIED AIR POLLUTION CONTROL DISTRICT

157 Short Street, Bishop, California 93514-3537
760-872-8211 Fax: 760-872-6109

PUBLIC NOTICE
Date: July 2, 2015

BEFORE THE HEARING BOARD OF
THE GREAT BASIN UNIFIED AIR POLLUTION CONTROL DISTRICT

To consider the granting of a Regular Variance to LADWP, Case No. GB15-01

Pursuant to California Health & Safety Code § 40826(d) the public is hereby notified that a hearing will be held before the Great Basin Unified Air Pollution Control District Hearing Board to consider a petition in the matter of a Regular Variance requested by the City of Los Angeles, Department of Water and Power (LADWP). The hearing will be held at the City of Bishop Council Chambers, 377 West Line Street, Bishop, California, Wednesday July 22, 2015 at 10:00 am. LADWP is requesting that the Hearing Board grant variance relief in anticipation of a violation of a State mandated dust control measure specifically from Board Order #080128-01, paragraphs 1, 2, 3, and 15, and section 5.2.3.1 of the 2008 State Implementation Plan (2008 SIP), Fall Shoulder Season, areal wetness cover requirements. LADWP seeks modification of the gradual ramp up of water deliveries to the following DCAs starting from early September to early November with full levels of dust control (areal wetness cover) commencing on December 1st for several areas covering 1.12 square miles. LADWP seeks modification of the gradual ramp up of water deliveries to the following DCAs starting from early September to early December with full levels of dust control (areal wetness cover) commencing January 16th for areas covering a total of 13.67 square miles. The variance petition covers 14.79 square miles of more than 42 square miles of LADWP's dust mitigation activities on Owens Lake.

Members of the public are welcome to attend the hearing. Interested persons wishing to attend the hearing should notify the Hearing Board Clerk, Tori DeHaven, at (760) 872-8211 or via email at tdehaven@gbuapcd.org, no later than July 8, 2015, in order to be notified of any schedule changes for the hearing. The variance petition and mapped locations of dust control areas affected by the variance request are available for public inspection at the District Office located at 157 Short Street, Bishop, California as well as on the District's website at www.gbuapcd.org.

Published:
The Inyo Register July 2 & 7, 2015

Mailed to: interested parties, LADWP, ARB, EPA, APCO

PETITION FOR VARIANCE

BEFORE THE HEARING BOARD OF THE

GREAT BASIN UNIFIED AIR POLLUTION CONTROL DISTRICT

PETITIONER: The City of Los Angeles Department of Water and Power
FACILITY ADDRESS: 111 Sulfate Road
CITY, STATE, ZIP: Keeler, CA 93530

RECEIVED
JUN 19 2015
Great Basin Unified APCD

1. TYPE OF VARIANCE REQUESTED

☒ REGULAR ☐ SHORT ☐ EMERGENCY

2. CONTACT:

Name:
Milad Taghavi, Manager of Owens Lake Planning
Nelson O. Mejia, Manager of Owens Lake Compliance and Engineering Support
Jennifer F. J. Wong, Project Engineer for Owens Lake Special Studies

Address: 111 N. Hope St., Room 1468, Los Angeles, CA 90012

Phone number of authorized person:

Milad Taghavi (213) 367-1138,
Nelson O. Mejia (213) 367-1043,
Jennifer F. J. Wong (213) 367-0449

E-Mail:
milad.taghavi@ladwp.com
nelson.mejia@ladwp.com
jennifer.wong@ladwp.com

Fax: (213) 367-1128

3. *About the City of Los Angeles Department of Water and Power and its activities.*

The City of Los Angeles Department of Water and Power (LADWP) is the largest municipal utility in the United States, meeting the water and power needs of more than 3.8 million residents, or approximately ten (10) percent of the State of California's population. It was founded in 1902 to supply water to residents and businesses in Los Angeles and surrounding communities. In 1916, LADWP started to deliver electricity.

The Los Angeles Aqueduct, local groundwater, and supplemental water purchases from the Metropolitan Water District of Southern California (MWD) are primary sources of water supply to the City of Los Angeles.

The construction of the 240-mile-long Los Angeles Aqueduct began in 1908 and was completed in 1913. The water from MWD is delivered through the Colorado River Aqueduct and the State Water Project's California Aqueduct.

The Los Angeles Aqueduct has been essential to LADWP's mission to provide water to its customers, although in recent years, it has declined as the primary source of the City's supply. Throughout 1970s and 1980s, over 400,000 acre-feet (AF) per year of water was conveyed via the Los Angeles Aqueduct to the City of Los Angeles. These deliveries have significantly declined since early 1990s, primarily due to LADWP's environmental and air quality mitigation obligations within the Eastern Sierra.

LADWP's current estimate indicates that only around 42,000 AF of water could be conveyed by the end of this runoff year (March 31, 2016) via the Los Angeles Aqueduct to the City of Los Angeles. This estimate is based on the assumption of normal precipitation during this runoff year, and the conveyance of such water is not expected to substantially commence until November 2015.

The estimated 42,000 AF of water delivery from the Los Angeles Aqueduct is by far the lowest amount of water ever conveyed to the City of Los Angeles, and it is unprecedented in the 100-year history of LADWP's water gathering activities in the Eastern Sierra. This fact was highlighted in the Los Angeles Times May 17, 2015 Article, entitled "Sobering Facts of Depleted Wells", and accompanying photograph of the Los Angeles Aqueduct which showed no water flowing in the Los Angeles Aqueduct south of Olancha.

The Owens Lake Dust Mitigation Program (OLDMP) is the most extensive environmental mitigation obligation of the City of Los Angeles and its LADWP in the Eastern Sierra. LADWP began OLDMP in 2000, and during the past 15 years, LADWP has significantly reduced the potential emissions of particulate matter less than or equal to ten (10) microns in diameter (PM_{10}) at Owens Lake from approximately 240,000 tons in 2000 to less than 9,500 tons in 2015.

In accordance with the Great Basin Unified Air Pollution Control District's (District) Owens Valley PM_{10} Area Demonstration of Attainment State Implementation Plans (SIP), Orders, agreements, legal settlements, and stipulated judgments, LADWP has been mitigating dust emissions from Owens Lake playa through implementation of Shallow Flooding, Managed Vegetation and Gravel Cover Best Available Control Measures (BACM). The majority of the Dust Control Areas (DCA) on Owens Lake playa are mitigated through implementation of Shallow Flooding (BACM). Shallow Flooding is achieved

primarily through ponding of water (Pond Shallow Flooding) and/or sheet flow (Lateral Shallow Flooding) methods via extensive network of berms, pipes, pumps, valves, controls, and related infrastructures. The water for Shallow Flooding is diverted from the Los Angeles Aqueduct at Lubken and Cartago Spillgates.

Currently, LADWP is on schedule to complete the construction of the OLDMP – Phase 7A Project (Phase 7A Project) on July 31, 2015. The startup and testing will be completed by December 31, 2015. Upon operation of the Phase 7A Project, LADWP would have mitigated dust emissions from over 45 square miles of Owens Lake playa.

Additionally, LADWP has completed environmental impact analysis and design of the OLDMP – Phase 9/10 Project (Phase 9/10 Project). LADWP is on schedule to complete the Phase 9/10 Project by December 31, 2017. Upon completion of the Phase 9/10 Project, LADWP would have mitigated dust emissions from over 48 square miles of Owens Lake playa. It anticipated that upon operation of the Phase 9/10 Project, the potential emissions of PM_{10} from Owens Lake will be further reduced to less than 2,700 tons. This represents a very significant reduction in potential PM_{10} emissions from approximately 240,000 tons in 2000 to less 2,700 tons in 2017.

4. *Business and processes conducted at this facility.*

LADWP is currently mitigating fugitive dust emissions on Owens Lake to reduce release of PM_{10}. LADWP constructs and operates dust control measures on the lakebed in compliance with orders from the District under the authority of California Health and Safety Code Section 42316, legal settlement agreements with the District, lease agreements, and other regulatory requirements.

5. *Dust Control Areas (DCA) and activities that are the subject of this petition.*

See attached table.

6. *Brief description of the activity and its importance to the operation of business:*

In accordance with the 2008 SIP and District Order No. 080128-01, Article 15, LADWP is required to mitigate dust emissions from Owens Lake from October 1st through June 30th. In recognition of the weather conditions and playa surface conditions at Owens Lake resulting in significantly reduced dust emissions during certain days in fall (October 1st through October 15th) and spring (May 16th through June 30th), the 2008 SIP, Sub article 5.2.3.1, assigns shouldering periods for gradual ramp up and/or down of areal wetness cover requirements.

The District and LADWP have been collaboratively examining ambient air quality, meteorological and sand motion data along with lakebed field observations (Data) for the past 15 years. For the District to consider the DCAs' Data, it had to meet the following very conservative standards:

- A minimum of five (5) years of Data prior to implementation of mitigation measures
- Daily sand flux measurement of less than five (5) grams during any dust year

LADWP believes the District's analysis of the Data has led to its air quality staff's conclusion that the dust season may be shortened for the DCAs identified in the above-referenced table without negatively impacting the Ambient Air Quality Standards at the regulatory shoreline, either through a dust mitigation compliance start date later than October 16th and/or an end date of the dust mitigation season earlier than June 30th.

Additionally, there are other adjacent DCAs with similar soil and surface characteristics to the DCAs analyzed by the District that would qualify for shortened dust season. These additional DCAs have been discussed with the District staff and have been included in this variance petition.

LADWP has numerous environmental mitigation obligations in the Eastern Sierra and it is attempting to meet the water demands of all of them during a year when the water supply is depleted.

The State of California is entering its fourth (4) year of record-breaking drought resulting in directives and orders from the Governor Edmund G. Brown, Jr. since early 2014. In May 2015, Governor Brown ordered mandatory twenty-five (25) percent statewide reduction in urban water use.

The severe drought and extremely low snowpack have placed LADWP, a public agency, at risk of being unable to provide an essential public service, to wit, meeting the water needs of its users in the Owens Valley and the City of Los Angeles. Currently, LADWP does not anticipate exporting any water from its upper watershed in the Eastern Sierra to Los Angeles during the first half of the 2015-2016 runoff year (April 1st through October 1st).

As a result of the severe drought and Governor Brown's May 2015 order, the State Water Resources Control Board (SWRCB) adopted emergency conservation regulations. These regulations, in part, severely limit water use, set a baseline for reduction of water use, require local water agencies to report their enforcement activities on monthly basis, and impose up to $10,000 per day fine if local water agencies fail to meet the adopted emergency conservation measures.

LADWP's April 1, 2015 snowpack was measured to be four (4) percent of normal. This is the lowest recorded snowpack by LADWP in the Eastern Sierra. The runoff associated with this very low amount of snowpack is estimated to be approximately twenty-five (25) percent of normal for the first six (6) months of this year. The runoff for the entire year is forecasted to be approximately thirty-six (36) percent of normal based on assumption of normal precipitation in the summer, fall and winter months.

As LADWP investigates and implements water saving measures within the boundaries of the City of Los Angeles, there are also opportunities for water conservation within the Eastern Sierra and specifically on Owens Lake without the likelihood of actual violation of the Ambient Air Quality Standards.

7. *Regular maintenance/inspection schedule:*

LADWP personnel routinely monitor and patrol all DCAs for any infrastructure failure and/or dust emissions. Additionally, the District has various air quality monitoring equipment throughout Owens Lake that monitors, measures, and records ambient air quality parameters.

8. *LADWP is seeking variance relief in anticipation of a violation of the State mandated dust control measure.*

LADWP is seeking variance relief from Sub article No. 5.2.3.1of the 2008 SIP, Fall Shoulder Season, areal wetness cover requirements which states:

> "...full levels of dust control will not be required until October 16 of each year. From an operational standpoint, however, gradually increasing levels of dust protection will occur starting in early September as water deliveries begin. These protection levels will ramp up as additional water is delivered until full levels of protection are provided on October 16."

LADWP's variance relief entails the following:

- LADWP seeks modification of the gradual ramp up of water deliveries to the following DCAs starting from early September to early November with full levels of dust control (areal wetness cover) commencing on December 1st: T1-1, T9-S, T10-1 and T23-5

- LADWP seeks modification of the gradual ramp up of water deliveries to the following DCAs starting from early September to early December with full levels of dust control (areal wetness cover) commencing by January 16th: T5-3, T5-3 Addition, T9, T10-2, T10-2_a, T10-2_b, T10-3, T11, T13-1_s, T13-1 Addition, T13-3, T17-1, T17-2, T18-0, T18N, T18S, T21, T23E, T23W, T25S, T25-3, and T37-2

This variance Petition only covers 14.79 square miles of more than 42 square miles of LADWP's dust mitigation activities on Owens Lake. Over 37 square miles of Owens Lake playa continue to be mitigated via Shallow Flooding and/or Managed Vegetation BACMs on October 15, 2015, which is the start of Fiscal Year 2015-2016 dust season.

9. *Equipment or activities specifically subject to this request currently under variance coverage:*

   None

10. *Equipment or activities currently (or within the last six months) under variance coverage:*

    None

11. *Notice(s) of Violation or Notice(s) to Comply concerning referenced DCAs within the past year:*

    None

12. *Complaints received from the public regarding the operation of referenced DCAs within the last six months:*

    None

13. *Explanation of why it is beyond your reasonable control to comply with Sub article No. 5.2.3.1of the 2008 SIP, Fall Shoulder Season:*

    Both the District and LADWP agreed to make efforts to reduce lake-wide water use as specified in Section 7 of the 2014 Stipulated Judgment. LADWP and the District have been working together to jointly develop "Dynamic Water Management" for incorporation into a 2015 SIP revision. As indicated above, analysis of the Data suggests that the Fall Shoulder Season Dust Control measures can be modified by shorting the compliance period without violating the Ambient Air Quality Standards. Use of this modified Fall Shoulder Season period means these DCAs must remain largely unsaturated or well below the wetness cover requirements as currently defined in Section 5.2.3.1 of the 2008 SIP. Therefore, to utilize the modified Fall Shouldering Season periods prior to final adoption of the 2015 SIP revision on December 31, 2015 (as agreed upon and memorialized in Section 11.B of the 2014 Stipulated Judgment) and its

implementation to have these specific DCAs meet current 2008 SIP requirements is beyond LADWP's reasonable control.

14. *When and how did you first become aware that you would not be in compliance with the rule(s) and/or permit condition(s)?*

LADWP has consistently operated its dust control areas on Owens Lake in compliance with 2008 SIP requirements. The District has expressed support for LADWP mitigating dust emissions by using less water than it has traditionally used for dust control. LADWP has been working collaborating with the District to implement the provisions of 2014 Stipulated Judgment since January 2015. The 2014 Stipulated Judgment requires investigations of lake-wide efforts to reduce water use at Owens Lake. The Data and analysis in support of this variance petition is a direct result of this ongoing collaboration. The Data analysis that demonstrated that District staff could accept certain areas of the Dust Control Project being controlled for a shorter period of time during the Dust Season (defined earlier in the Petition) was finalized during a meeting on June 9, 2015.

15. *Is curtailing operations in lieu of variance an option that may reduce the emissions?*

No.

16. *How do you plan to monitor or quantify emission levels from the equipment or activity(s) during the variance period, and to make such records available to the District?*

LADWP and the District currently operate and maintain a vast and complex network of air quality monitoring systems on Owens Lake in accordance with 2008 SIP. These air quality monitoring systems will continue to be used to monitor and quantify potential emissions level from the DCAs.

17. *Explain how you plan to reduce (mitigate) excess emissions during the variance period to the maximum extent feasible, or why reductions are not feasible.*

Based on LADWP's and the District's collaboration and the joint examination of the Data for past 15 years, it is extremely unlikely for surfaces of these DCAs to become emissive during the Fall Shoulder Season resulting in measured violations at the regulatory shoreline. Because existing shallow flooding infrastructures are in place, LADWP has the ability to wet areas if deemed necessary by the District due to unexpected development of erodible and potentially emissive surface conditions during the modified Fall Shoulder Season test. Emission limits and full performance standards for dust mitigation can be achieved in short period of time if needed.

18. *Compliance Efforts:*

LADWP maintains a very large construction yard and substantial number of personnel at Owens Lake for purpose of maintaining and operating its extensive dust mitigation infrastructures as well as to ensure compliance with Ambient Air Quality Standards within the Owens Valley Planning Area.

19. Corrective Actions:

None

20. *State the date by which you expect to achieve final compliance:*

LADWP will be in compliance with areal wetness cover requirements on December 1, 2015 for T1-1, T9S, T10-1, and T23-5 DCAs.

LADWP will be in compliance with areal wetness cover requirements on January 16, 2016 for T5-3, T5-3 Addition, T9, T10-2, T10-2_a, T10-2_b, T10-3, T11, T13-1_s, T13-1 Addition, T13-3, T17-1, T17-2, T18-0, T18N, T18S, T21, T23E, T23W, T25S, T25-3, and T37-2 DCAs.

The undersigned, under penalty of perjury, states that the above petition, including attachments and the items therein set forth, is true and correct.

Executed on June 16, 2015, at Los Angeles, California

DQuach
Signature

Dat Quach
Print Name

Manager of Air Quality
Title

Variance Petition Table of Effected Dust Control Areas							
No.	Dust Control Area Designation	Size		Variance Duration		Variance Compliance Date	Best Available Control Measure
		Square Miles	Acres	Current Start of Fall Shoulder Season	Later Start to Fall Shoulder Season		
1	T1-1	0.24	155.00	10/15/2015	11/30/2015	12/1/2015	Shallow Flooding
2	T9-S	0.07	44.60	10/15/2015	11/30/2015	12/1/2015	Shallow Flooding
3	T10-1	0.70	447.50	10/15/2015	11/30/2015	12/1/2015	Shallow Flooding
4	T23-5	0.11	69.30	10/15/2015	11/30/2015	12/1/2015	Shallow Flooding
Subtotal		1.12	716.40				
1	T5-3	0.22	141.40	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
2	T5-3 Addition	0.12	78.40	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
3	T9	0.39	248.20	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
4	T10-2	0.31	196.70	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
5	T10-2_a	0.44	282.80	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
6	T10-2_b	0.64	412.30	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
7	T10-3	0.28	178.80	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
8	T11	0.66	424.80	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
9	T13-1-S	0.24	152.60	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
10	T13-1 Addition	0.12	79.70	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
11	T13-3	0.68	435.40	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
12	T17-1	0.83	528.80	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
13	T17-2	0.93	597.90	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
14	T18-0	0.53	338.50	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
15	T18N	0.85	541.20	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
16	T18S	1.80	1,154.90	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
17	T21	0.49	316.40	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
18	T23E (T23NE + T23SE)	1.15	738.60	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding

Variance Petition Table of Effected Dust Control Areas							
No.	Dust Control Area Designation	Size		Variance Duration		Variance Compliance Date	Best Available Control Measure
		Square Miles	Acres	Current Start of Fall Shoulder Season	Later Start to Fall Shoulder Season		
19	T23W (23NW + T23SW)	0.69	444.40	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
20	T25S	0.41	259.90	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
21	T25-3	1.28	820.00	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
22	T37-2	0.59	377.80	10/15/2015	1/15/2016	1/16/2016	Shallow Flooding
Subtotal		13.67	8,749.50				
Total		**14.79**	**9,465.90**				

For Clerk's Use Only:
AGENDA NUMBER

21

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

☐ Consent ☒ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Recycling & Waste Management

FOR THE BOARD MEETING OF: July 14, 2015

SUBJECT: Approval of Amendment No.7 to the Geo-Logic Associates, Inc. Technical Services Contract

DEPARTMENTAL RECOMMENDATION:

Request that your Board: 1.) Approve and ratify Amendment No. 7 to the contract between the County of Inyo and Geo-Logic Associates, Inc. for Solid Waste Technical Services, extending the term for one year from July 1, 2015 to June 30, 2016, increasing the not to exceed amount to $1,959,696; and, 2.) Authorize the Chairperson to sign Amendment No. 7 subject to and contingent upon obtaining all appropriate signatures and upon the adoption of the 2015/2016 preliminary budget and the 2015/2016 fiscal year budget.

SUMMARY DISCUSSION:

On June 15, 2010 your Board entered into an agreement with Vector Engineering, Inc., the predecessor to Geo-Logic Associates Inc., to provide technical and consultant services necessary for the operation of the County's landfills. Geo-Logic has played a critical role in the re-permitting process and has assisted the County and successfully addressing state and federal mandated solid waste regulatory compliance issues. This professional services contract also contains sub-consultant services performed by a local engineering firm, Team Engineering.

The original contract was for a period of five years and was scheduled to terminate June 30, 2015. Due to the complexity of the process, permitting has not been completed. However, the required documents are in the final stages. Barring any new, extraordinary circumstances we expect the completion of the Bishop-Sunland, Independence and Lone Pine permitting process to take place prior to the end of the calendar year. Additionally, the Shoshone permit is expected to be ready for final approval sometime next spring. Therefore, in order to bring the process to a successful conclusion and provide continuity it is recommended that the current contract with Geo-Logic be extended one year.

Attachment B-7, "Schedule of Fees and Cost Estimation Summary," lists the consultant's proposed compliance task scope of work for the upcoming fiscal year. The Fiscal Year 2015/2016 contract will increase the current not to exceed amount by $180,127; from $1,779,569 to $1,959,696.

Regulations governing California landfills continue to proliferate. Large, as well as, small counties continue to require the services of specialized engineering concerns in order to comply with state mandates. Although the County has been satisfied with the services provided by Geo-Logic no further extension will be requested and the contract will be rebid spring of 2016.

ALTERNATIVES:

Your Board could choose not to approve the requested contract amendment; however, replacing the contractor at this stage of the process would further delay re-permitting and negatively affect the County's ability to comply with state and federal regulations.

OTHER AGENCY INVOLVEMENT:

Auditors Office, County Counsels Office

FINANCING:

There is sufficient funding in the FY 2015/2016 Preliminary Solid Waste Budget (045700) Professional and Special Services object code 5265 for this amendment.

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: Yes Date 7/8/15
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (M*ust be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved: Yes Date 7/9/15
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved:_____ Date_____

REQUESTED BY:_____ Date:_____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received) Date: 7/9/15

AMENDMENT NUMBER 7 TO
AGREEMENT BETWEEN THE COUNTY OF INYO AND
Geo-Logic Associates, Inc.
FOR THE PROVISION OF INDEPENDENT CONTRACTOR SERVICES

WHEREAS, the County of Inyo (hereinafter referred to as "County") and Geo-Logic Associates, Inc., of Grass Valley, CA (hereinafter referred to as "Contractor"), have entered into an Agreement for the Provision of Independent Contractor Services dated July 2010, on County of Inyo Standard Contract No. 118, for the term from July 1, 2010 to June 30, 2015.

WHEREAS, County and Contractor do desire and consent to amend such Agreement as set forth below;

WHEREAS, such Agreement provides that it may be modified, amended, changed, added to, or subtracted from, by the mutual consent of the parties thereto, if such amendment or change is in written form, and executed with the same formalities as such Agreement, and attached to the original Agreement to maintain continuity.

County and Contractor hereby amend such Agreement as follows:

Section 2 (TERM) is amended as follows: The term of this Agreement shall be from July 1, 2010 to June 30, 2016 unless sooner terminated as provided below.

The first line of Section 3(d) (Limit upon amount payable under Agreement) is amended as follows: The total sum of all payments made by the County to Contractor for services and work performed under this Agreement, including travel and per diem expenses, if any, shall not exceed $1,959,696 Dollars (hereinafter referred to as "contract limit").

The Scope of work is amended by the addition of Attachment A-7.

The Schedule of Fees and Cost Estimation Summary is amended by the addition of Attachment B-7.

The Schedule of Travel and Per Diem Payment is amended by the addition of Attachment C-7.

The effective date of this Amendment to the Agreement is July 1, 2015.

All the other terms and conditions of the Agreement are unchanged and remain the same.

AMENDMENT NUMBER 7 TO
AGREEMENT BETWEEN THE COUNTY OF INYO AND
GEO-LOGIC ASSOCIATES, INC.
FOR THE PROVISION OF INDEPENDENT CONTRACTOR SERVICES

IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS AND SEALS THIS _____ DAY OF _____, _____.

COUNTY OF INYO

By: _____

Dated: _____

CONTRACTOR

By: _____
Signature

Gary L. Lisk
Type or Print

Dated: 7/1/15

APPROVED AS TO FORM AND LEGALITY:

_____
County Counsel

APPROVED AS TO ACCOUNTING FORM:

_____
County Auditor

APPROVED AS TO PERSONNEL REQUIREMENTS:

_____
Personnel Services

APPROVED AS TO RISK ASSESSMENT:

_____
County Risk Manager

Geo-Logic
ASSOCIATES

June 23, 2015

Scott Eagan – Integrated Waste Management Program Superintendent
County of Inyo – Integrated Waste Management
163 May Street
Bishop, CA 93514

RE: Scope of Work and Cost Estimate – Inyo County Solid Waste Engineering Services – Contract Year 2015-2016

Dear Scott,

Geo-Logic Associates (GLA), along with our Project Team members of TEAM Engineering and Management, Inc. (TEAM), and GC Environmental, Inc. (GCE) are pleased to present you with the enclosed scope of work and cost estimate to provide solid waste engineering services for the County of Inyo during the 2015 through 2016 contract year. The scope and cost estimates have been revised and finalized based on our conference call and email discussions over the past of week.

We look forward to another year working with you and your staff and greatly appreciate the County understanding the benefits of extending our contract an additional year. Please call me at (530) 272-2448 at your convenience, if you have any questions with the enclosed scope of work and cost estimate.

Yours Sincerely,

Noah Campbell, PE
Senior Project Manager

Monte Christie, PE, GE
Operations Manager – Grass Valley

Enclosures: Attachment A-7: Scope of Work and Task Description
Attachment B-7: Schedule of Fees and Cost Estimation Summary
Attachment C-7: Schedule of Travel and Per Diem
Attachment D-7: Form W-9

ATTACHMENT A-7

SCOPE OF WORK AND TASK DESCRIPTION

Geo-Logic ASSOCIATES

ATTACHMENT A-7

SCOPE OF WORK AND TASK DESCRIPTIONS

Inyo County Solid Waste Engineering Services - Contract Year 2015-2016

June 23, 2015

The following Scope of Work contains detailed descriptions, by task, of the work to be accomplished by Geo-Logic Associates, TEAM Engineering & Management, Inc., and GC Environmental (Project Team) during the Contract Year July 1, 2015 – June 30, 2016. The scope of work, as described herein, is comprised of the following 16 tasks:

1. Bishop Sunland Landfill - Permitting
2. Independence Landfill - Permitting
3. Lone Pine Landfill - Permitting
4. Shoshone Disposal Site - Permitting
5. Tecopa Disposal Site - Permitting
6. Bishop-Sunland Landfill – Corrective Action Plan Implementation
7. Groundwater Monitoring and Reporting - All Landfill Sites
8. Landfill Gas Monitoring – All Active Landfill Sites
9. AB-32/Title 17 Greenhouse Emissions Annual Reporting
10. AB-939 Annual Reporting
11. Financial Assurance Annual Calculations
12. Stormwater Pollution Prevention Plan Revisions, Implementation, and Compliance
13. Bishop-Sunland Landfill - Landfarm Compliance Support
14. Contract Management and Project Statusing
15. Document Preparation Due to RWQCB Request (Potential Items)
16. As-Needed Consulting Services

LIST OF ACRONYMS

Best Management Practices	BMPs
Bureau of Land Management	BLM
California Air Resources Board	CARB
California Department of Resources Recycling and Recovery	CalRecycle

California Integrated Waste Management Board	CIWMB
California Regional Water Quality Control Board – Lahontan Region	RWQCB
Constituents of Concern	COCs
Construction Quality Assurance	CQA
Corrective Action Plan	CAP
County of Inyo – Integrated Waste Management	County
County of Inyo – Environmental Health Services (Local Enforcement Agency)	LEA
Environmental Site Assessment	ESA
Final Closure and Post-Closure Maintenance Plan	FCPCMP
Great Basin Unified Air Pollution Control District	GBUAPCD
Heat Input Capacity Calculation	HICC
Household Hazardous Waste Element	HHWE
Industrial General Permit	IGP
Joint Technical Document	JTD
Landfill Gas	LFG
Los Angeles Department of Water and Power	LADWP
Monitoring and Reporting Plan	MRP
Non-Disposal Facility Element	NDFE
Permit to Operate	PTO
Photoionization Detector	PID
Preliminary Closure and Post-Closure Maintenance Plan	PCPCMP
Report of Disposal Information	RDSI
Report of Waste Discharge	ROWD
Stormwater Multiple Application and Report Tracking System	SMARTS
Solid Waste Facility Permit	SWFP
Source Reduction and Recycling Element	SRRE
Stormwater Pollution Prevention Plan	SWPPP
Volatile Organic Compound	VOC
Waste Discharge Requirements	WDRs

TASK 1

Bishop-Sunland Landfill – Permitting

As part of ongoing permitting for the Bishop-Sunland Landfill, a SWFP Revision application and Joint Technical Document (JTD) package, reflecting the April 3, 2012 LEA findings and incorporating updated CEQA and public comment documentation, was prepared and submitted to LADWP for landowner signature on October 20, 2012. Comments were received from LADWP on November 14, 2013 and were addressed in a letter from the County on December 27, 2013. A signed SWFP application was received from LADWP on January 31, 2014.

An updated permit revision package based on LADWP comments was submitted to the LEA on February 26, 2014. Upon the LEA's request, updated copies were sent to CalRecycle and the RWQCB on April 7, 2014. A public meeting was held on April 24, 2014 with no comments noted. In a letter dated May 29, 2014, the RWQCB provided additional review comments on the JTD. GLA provided the first of two response letters dated June 30, 2014. The RWQCB issued an additional comment letter dated August 12, 2014 requesting further information on the JTD components. These comments, as well as operational changes made by the County, required revision to the JTD documents.

Under this task item, the Project Team will continue to assist the County in obtaining a SWFP for the Bishop-Sunland Landfill site.

In June 2015, the Project Team completed updates to the SWFP revision application package based on the June 20, 2014 and August 12, 2014 RWQCB comments. . The SWFP revision package will then be resubmitted to LADWP for landowner signature. Upon obtaining landowner signature, the SWFP revision application package will then be submitted to the LEA, CalRecycle, and the RWQCB for regulatory review. Copies will be also be submitted to the County and LADWP for their records as detailed below. Costs assume that the SWFP revision application will require responses to one round of comments from the LEA, CalRecycle, and RWQCB. However, it is assumed that comments at this point will be fairly minor in nature as information has not changed significantly since the SWFP review and previous SWFP revision submittal. At the completion of the responses, an updated SWFP revision application package will be submitted to the LEA on behalf of the County, with copies distributed to CalRecycle and the RWQCB as indicated below.

For the purpose of this scope of work and the associated fees, the following assumptions are made:

- No redesign of the landfill such as excavation plans, fill plans, or significant updates to the JTD/RDSI or PCPCMP documents will be required.
- One (1) hard copy and electronic copy of the updated SWFP revision package will be delivered to LADWP. The objective of this submittal is to obtain the landowner signature on the SWFP revision packet.

- No additional comments will be received from LADWP on the updated SWFP revision application package.
- Once the landowner signature is obtained, four (4) hardcopies of the SWFP revision package will be submitted to the County, LEA, CalRecycle, and the RWQCB (1-County, 1-LEA, 1-CalRecycle, and 1-RWQCB). One (1) additional copy will be made for the Project Team's records. Electronic copies will also be included with the hard copies with an additional electronic copy being submitted to LADWP for their records.
- Comments from the LEA, CalRecycle, and the RWQCB, if any, will be minor in nature.
- If necessary, any regulatory comments will be addressed and an updated SWFP revision application package will be resubmitted. Again, four (4) hardcopies of the SWFP revision package will be submitted to the County, LEA, CalRecycle, and the RWQCB (1-County, 1-LEA, 1-CalRecycle, and 1-RWQCB). One (1) additional copy will be made for the Project Team's records. Electronic copies will also be included with the hard copies with an additional electronic copy being submitted to LADWP for their records. It is assumed that revisions will be submitted as replacement pages/appendices and not as full document replacements.
- Once the SWFP application package components (RDSI/JTD and PCPCMP) are approved by all agencies, the documents will be finalized. Two (2) copies of the document will be delivered with the final submittal as it is assumed that the LEA, CalRecycle, and the RWQCB copies will be up to date (1- County and 1- LADWP). At final submittal two (2) additional copies will be made for the Project Team's records. Electronic copies will be provided to all parties as well.

TASK 2

Independence Landfill - Permitting

As part of ongoing permitting for the Independence Landfill, a SWFP revision application package, reflecting the May 29, 2012 LEA findings and incorporating updated CEQA and public comment documentation, was prepared and submitted to LADWP for landowner signature on February 4, 2013. It is our understanding that LADWP signed the SWFP Application without additional comments on May 29, 2014. However, additional changes to address the revised operational hours and maximum daily tonnage limits have been requested by the LEA.

Under this task item, the Project Team will continue to assist the County in obtaining a SWFP for the Independence Landfill site.

As of June 2015, the Project Team has completed updates to the SWFP revision application package based on current operations and corresponding proposed maximum daily tonnage amounts. The updated SWFP revision package will then be resubmitted to LADWP for landowner signature. Upon obtaining landowner signature, the SWFP revision application package will then be submitted to the LEA, CalRecycle, and the RWQCB for regulatory review.

Copies will be also be submitted to the County and LADWP for their records as detailed below. Costs assume that the SWFP revision application will require responses to one round of comments from the LEA, CalRecycle, and RWQCB. However, it is assumed that comments at this point will be fairly minor in nature as information has not changed significantly since the SWFP review and previous SWFP revision submittal. At the completion of the responses, an updated SWFP revision application package will be submitted to the LEA on behalf of the County, with copies distributed to CalRecycle and the RWQCB as indicated below.

For the purpose of this scope of work and the associated fees, the following assumptions are made:

- The Project Team will provide some assistance to the County in preparing for the public meeting that is required for the permit revision. It is assumed that a minimum of one member of the Project Team will be in attendance at the public meeting. Support for the public meeting will not include document preparation or CEQA review.
- The revision package (RDSI/JTD, PCPCMP, and SWFP) will not need updating based on public meeting comments.
- No redesign of the landfill such as excavation plans, fill plans, or significant updates to the JTD/RDSI or PCPCMP documents will be required.
- One (1) hard copy and electronic copy of the updated SWFP revision package will be delivered with the revised submittal to LADWP. The objective of this submittal will be to obtain the landowner signature on the SWFP revision packet.
- No additional comments will be received from LADWP on the updated SWFP revision application package after the revised submittal.
- Once the landowner signature is obtained, four (4) hardcopies of the SWFP revision package will be submitted to the County, LEA, CalRecycle, and the RWQCB (1-County, 1-LEA, 1-CalRecycle, and 1-RWQCB). One (1) additional copy will be made for the Project Team's records. Electronic copies will also be included with the hard copies with an additional electronic copy being submitted to LADWP for their records.
- Comments from the LEA, CalRecycle, and the RWQCB, if any, will be minor in nature.
- If necessary, any regulatory comments will be addressed and an updated SWFP revision application package will be resubmitted. Again, four (4) hardcopies of the SWFP revision package will be submitted to the County, LEA, CalRecycle, and the RWQCB (1-County, 1-LEA, 1-CalRecycle, and 1-RWQCB). One (1) additional copy will be made for the Project Team's records. Electronic copies will also be included with the hard copies with an additional electronic copy being submitted to LADWP for their records. It is assumed that revisions will be submitted as replacement pages/appendices and not as full document replacements.
- Once the SWFP application package components (RDSI/JTD and PCPCMP) are approved by all agencies, the documents will be finalized. Two (2) copies of the document will be

delivered with the final submittal as it is assumed that the LEA, CalRecycle, and the RWQCB copies will be up to date (1- County and 1- LADWP). At final submittal two (2) additional copies will be made for the Project Team's records. Electronic copies will be provided to all parties as well.

TASK 3

Lone Pine Landfill - Permitting

As part of ongoing permitting for the Lone Pine Landfill, a SWFP Revision application package, reflecting the November 23, 2011 and June 1, 2012 LEA findings and incorporating updated CEQA and public comment documentation, was prepared and submitted to LADWP for landowner signature on February 4, 2013. It is our understanding that LADWP signed the SWFP Application without additional comments on May 29, 2014. However, additional changes to address the revised operational hours and maximum daily tonnage limits have been requested by the LEA.

Under this task item, the Project Team will continue to assist the County in obtaining a SWFP for the Lone Pine Landfill site.

As of June 2015, the Project Team has completed updates to the SWFP revision application package based on current operations and corresponding proposed maximum daily tonnage amounts. The updated SWFP revision package will then be resubmitted to LADWP for landowner signature. Upon obtaining landowner signature, the SWFP revision application package will then be submitted to the LEA, CalRecycle, and the RWQCB for regulatory review. Copies will be also be submitted to the County and LADWP for their records as detailed below. Costs assume that the SWFP revision application will require responses to one round of comments from the LEA, CalRecycle, and RWQCB. However, it is assumed that comments at this point will be fairly minor in nature as information has not changed significantly since the SWFP review and previous SWFP revision submittal. At the completion of the responses, an updated SWFP revision application package will be submitted to the LEA on behalf of the County, with copies distributed to CalRecycle and the RWQCB as indicated below.

For the purpose of this scope of work and the associated fees, the following assumptions are made:

- The Project Team will provide some assistance to the County in preparing for the public meeting that is required for the permit revision. It is assumed that a minimum of one member of the Project Team will be in attendance at the public meeting. Support for the public meeting will not include document preparation or CEQA review.
- The revision package (RDSI/JTD, PCPCMP, and SWFP) will not need updating based on public meeting comments.
- No redesign of the landfill such as excavation plans, fill plans, or significant updates to the JTD/RDSI or PCPCMP documents will be required.

- One (1) hard copy and electronic copy of the updated SWFP revision package will be delivered with the revised submittal to LADWP. The objective of this submittal will be to obtain the landowner signature on the SWFP revision packet.
- No additional comments will be received from LADWP on the updated SWFP revision application package after the revised submittal.
- Once the landowner signature is obtained, four (4) hardcopies of the SWFP revision package will be submitted to the County, LEA, CalRecycle, and the RWQCB (1-County, 1-LEA, 1-CalRecycle, and 1-RWQCB). One (1) additional copy will be made for the Project Team's records. Electronic copies will also be included with the hard copies with an additional electronic copy being submitted to LADWP for their records.
- Comments from the LEA, CalRecycle, and the RWQCB, if any, will be minor in nature.
- If necessary, any regulatory comments will be addressed and an updated SWFP revision application package will be resubmitted. Again, four (4) hardcopies of the SWFP revision package will be submitted to the County, LEA, CalRecycle, and the RWQCB (1-County, 1-LEA, 1-CalRecycle, and 1-RWQCB). One (1) additional copy will be made for the Project Team's records. Electronic copies will also be included with the hard copies with an additional electronic copy being submitted to LADWP for their records. It is assumed that revisions will be submitted as replacement pages/appendices and not as full document replacements.
- Once the SWFP application package components (RDSI/JTD and PCPCMP) are approved by all agencies, the documents will be finalized. Two (2) copies of the document will be delivered with the final submittal as it is assumed that the LEA, CalRecycle, and the RWQCB copies will be up to date (1- County and 1- LADWP). At final submittal two (2) additional copies will be made for the Project Team's records. Electronic copies will be provided to all parties as well.

TASK 4

Shoshone Disposal Site - Permitting

A patent for the Shoshone Landfill was issued by BLM to Inyo County on March 13, 2012. The Project Team submitted a revised SWFP application, RDSI, and PCPCMP to the LEA (July 26, 2013), CalRecycle (August 15, 2013), and the RWQCB (March 31, 2014) reflecting the County as Owner. Since BLM is no longer the owner of the property, they are not responsible for review or approval of project documents.

Comments were received from CalRecycle (via the LEA) during the month of November 2013 and the RWQCB on April 24, 2014. Comments from CalRecycle were addressed prior to submitting the package to the RWQCB.

This task involves submittal of the revised SWFP revision package based on the April 24, 2014 comments from the RWQCB to the LEA, CalRecycle, and the RWQCB and responding to a

second round of review comments by these agencies. Based on this round of comments, the documents will be revised and a final version issued.

For the purpose of this scope of work and the associated fees, the following assumptions are made:

- The SWFP, RDSI, and PCPCMP revisions will be accomplished by updating only applicable portions of the prior documents as required in response to any new comments received by the regulatory agencies.
- There have not been significant modifications to the operations at the landfill since the last permit submittal in 1999 (revised in 2011 and 2013). Therefore, the general information contained within the 1999 permit documents is accurate and it is assumed that no redesign of the landfill such as excavation plans, fill plans, or final closure plans will be required as part of finalizing the RDSI or PCPCMP.
- Four (4) hardcopies of the SWFP revision package will be submitted to the County, LEA, CalRecycle, and the RWQCB (1-County, 1-LEA, 1-CalRecycle, and 1-RWQCB). One (1) additional copy will be made for the Project Team's records. Electronic copies will also be included with the hard copies with an additional electronic copy being submitted to LADWP for their records.
- Additional review comments from the LEA, CalRecycle, and the RWQCB, if any, will be minor in nature as the information is largely unchanged from the 2011 and 2013 documents.
- If necessary, any regulatory comments will be addressed and an updated SWFP revision application package will be resubmitted. Four (4) hardcopies of the SWFP revision package will be submitted to the County, LEA, CalRecycle, and the RWQCB (1-County, 1-LEA, 1-CalRecycle, and 1-RWQCB). One (1) additional copy will be made for the Project Team's records. Electronic copies will also be included with the hard copies. It is assumed that revisions will be submitted as replacement pages/appendices and not as full document replacements.
- Once the SWFP application package components (RDSI/JTD and PCPCMP) are approved by all agencies, the documents will be finalized. One (1) copy of the document will be delivered with the final submittal to the County as it is assumed that the LEA, CalRecycle, and the RWQCB copies will be up to date (1- County). At final submittal two (2) additional copies will be made for the Project Team's records. Electronic copies will be provided to all parties as well.

TASK 5

Tecopa Disposal Site –Permitting

A patent for the Tecopa Disposal Site was issued by BLM to Inyo County in December 2014, after a multi-year process. The permit revision for the Tecopa Disposal Site was postponed

until Inyo County obtained property ownership. As this is now the case, the Project Team will prepare an updated Joint Technical Document (JTD), which includes updating the SWFP application, RDSI and PCPCMP for the site. Prior revisions to the RDSI were prepared in 1999, with minor updates in 2011, and will be revised as part of the new SWFP in order to capture the final patented conditions and facility ownership.

This task involves (a) completing the draft documents for submittal to the County for review, (b) responding to review comments by the County on the draft documents, and (c) finalizing and submitting the JTD to the County for submittal to CalRecycle and the RWQCB. This task also assumes a round of responding to review comments by CalRecycle and the RWQCB. Based on this round of comments, the documents will be revised and a final version issued. Costs are based on updating the 2011 SWFP, RDSI, and PCPCMP documents prepared by Ausenco Vector.

The prior permit review efforts revealed that existing waste limits may vary somewhat from those assumed for prior closure designs. As such, the waste limits will be updated on the applicable RDSI and PCPCMP drawings based on previous findings.

For the purpose of this scope of work and the associated fees, the following assumptions are made:

- The SWFP, RDSI, and PCPCMP revisions will be accomplished by updating only applicable portions of the prior documents (Ausenco Vector, May 2011) as required in response to the new patent information.
- There have not been significant modifications to the operations at the landfill since the last permit submittal in 1999 (revised in 2011). Therefore, the general information contained within the 1999 permit documents is accurate. With the exception of the waste limits (as described above), no redesign of the landfill such as excavation plans, fill plans, or final closure plans is required as part of finalizing the RDSI and PCPCMP.
- No new waste limit field investigation will be done as part of this scope. However, as described above, it is the Project Team's understanding that there is some waste footprint discrepancies that will need to be resolved as part of this revision.
- Four (4) hardcopies of the SWFP revision package will be submitted to the County, LEA, CalRecycle, and the RWQCB (1-County, 1-LEA, 1-CalRecycle, and 1-RWQCB). One (1) additional copy will be made for the Project Team's records. Electronic copies will also be included with the hard copies.
- Comments from the LEA, CalRecycle, and the RWQCB, if any, will be minor in nature as the information is largely unchanged from the 2011 documents.
- If necessary, any regulatory comments will be addressed and an updated SWFP revision application package will be resubmitted. Four (4) hardcopies of the SWFP revision package will be submitted to the County, LEA, CalRecycle, and the RWQCB (1-County, 1-LEA, 1-CalRecycle, and 1-RWQCB). One (1) additional copy will be made for the Project Team's records. Electronic copies will also be included with the hard copies. It is assumed

that revisions will be submitted as replacement pages/appendices and not as full document replacements.

- Once the SWFP application package components (RDSI/JTD and PCPCMP) are approved by all agencies, the documents will be finalized. One (1) copy of the document will be delivered with the final submittal to the County as it is assumed that the LEA, CalRecycle, and the RWQCB copies will be up to date (1- County). At final submittal two (2) additional copies will be made for the Project Team's records. Electronic copies will be provided to all parties as well.

TASK 6

Bishop-Sunland Landfill – Corrective Action Plan Implementation

This task item involves implementation of the recommendations cited in the approved CAP (dated August 31, 2012 and approved January 23, 2013), which includes the coordination and oversight of the construction (by a third party Contractor) of two (2) new landfill gas extraction wells and corresponding extraction system. CAP implementation will also include system monitoring and reporting activities. In a Notice of Violation letter dated April 1, 2015, RWQCB requested an evaluation of the effectiveness of the CAP no later than by July 31, 2015.

It is our understanding that the bids for construction of the landfill gas wells and extraction system will be publicly advertized through the County in June-July 2015. It is assumed that the Project Team will provide support during the bid process including: responding to Contractor questions during bid period, review of Contractor bid packages, and assisting the selection of a qualified Contractor. It is anticipated that this public bid process will continue into July-August 2015. Costs assume one (1) meeting with the County and contractors for a pre-bid site visit and one (1) meeting with the County and the selected contractor for project kickoff.

It is assumed that construction will begin shortly after the contract is awarded (August - October 2015) in an effort to comply with corrective action measures required by the RWQCB to mitigate impact of VOCs to groundwater beneath the landfill.

As part of this task, the Project Team will:

- Prepare a CAP implementation update, in the form of a letter to RWQCB staff on behalf of the County, in response to the NOV issued by RWQCB on April 1, 2015.
- Assist the County in obtaining the authority to construct and to revise the PTO application with the new landfill gas system with the GBUAPCD. This effort is anticipated to include providing technical support for emissions modeling, start-up monitoring and reporting, and revision of the system logbook per requirements established by the GBUAPCD. Costs assume no technical report is required by GBUAPCD.
- Provide field CQA services for construction of the landfill gas wells and extraction system. The Project Team will provide qualified personnel for the logging of the extraction wells and for construction observation services for the installation of the gas collection system

components at each wellhead. The services will be performed to verify that construction of the wells, laterals, blower and emission control device are performed per the construction plans and specifications. It will be necessary for field personnel to work closely with the County and the contractor during the construction to coordinate the observation requirements with the construction. The Project Team will provide construction observation services under the direction of a California-registered civil engineer to observe hidden work before it is backfilled or covered.

- Following completion of construction, the Project Team will operate the wells and the collection/control system at each wellhead to verify proper operations of all components of the system. The Project Team will train the designated system operator during the startup for proper operation of the system.
- Prepare as-built drawings and a construction report for the landfill gas wells, and extraction system installation. It is assumed that five (5) hard copies of each report will be prepared for County and Project Team Staff. Electronic copies will be provided to all parties as well.
- Conduct monitoring and sampling of the new landfill gas wells and existing groundwater wells to evaluate system effectiveness:
  - Assumes 9 monthly system and emissions monitoring events (October – June) once the construction is completed. Monthly emissions monitoring of the existing LFG extraction system, according to the current PTO, will be conducted prior to the construction of the proposed LFG extraction system and is assumed to be continued after expansion of the LFG extraction system. Costs assume monthly monitoring will consist of collecting field readings for VOCs using a Photoionization Detector to determine effluent concentrations and the need for carbon replacement, if applicable.
  - Assumes 3 quarterly landfill gas monitoring events including sample collection of extracted LFG at each system influent (2) for laboratory analysis.
  - Costs assume the existing schedule of quarterly groundwater monitoring and semi-annual reporting (included in Task 7) is sufficient to monitor corrective action effectiveness, and no additional groundwater monitoring will be required by the RWQCB.
- Prepare an Operation and Maintenance Manual for the operation of the LFG collection system at the Bishop–Sunland Landfill. The Manual is intended to provide guidance on LFG wellfield operation, troubleshooting, maintenance and repair. The anticipated table of contents will be as follows:

  1. Landfill Gas Collection System Overview
  2. LFG Collection System Operational Objectives
  3. LFG Collection System Components
  4. Perimeter Migration Probes

5. LFG Well Adjustment Procedures
6. Maintenance Issues
7. System Repair Procedures
8. Safety
9. Appendices

- Prepare as-built drawings and a CAP Implementation Report to submit to the RWQCB within sixty (60) days of completion of construction. This report will describe the results of the CAP implementation and provide professionally-certified driller boring logs and construction as-built drawings. It is assumed five (5) copies of the report will be made for RWQCB, County, and Project Team Staff.
- Costs assume no additional mandates related to corrective action at the Bishop-Sunland Landfill are imposed by RWQCB during the contract year (see Task 15 for potential additional RWQCB requirements).

Major system repairs and on-going system O&M will be the responsibility of the County. It is assumed that the County will coordinate and be responsible for the removal, disposal, and replacement of the carbon filter media with a third party Contractor and/or in-County resources. The Project Team will advise the County on the need for carbon replacement based on system monitoring data.

TASK 7

Groundwater Monitoring and Reporting - All Landfill Sites

This task includes quarterly and semi-annual groundwater monitoring, analysis, and reporting for six (6) sites: Bishop-Sunland Landfill, Independence Landfill, Keeler Landfill, Lone Pine Landfill, Shoshone Disposal Site, and Tecopa Disposal Site; as required by the RWQCB and as specified in the WDRs and subsequent monitoring plans. Analysis of samples for the five year Constituents of Concern (5-year COCs) as defined by Appendix II of 40 CFR, part 258, were conducted for each site during the 2014-2015 contract year, so will not be required again until 2019-2020.

Task 7F.0 Groundwater Monitoring Activities

On-site monitoring and sampling services will be conducted by the Project Team with groundwater analyses conducted by a California State Certified Analytical Laboratory. For the contract period of July 1, 2015 through June 30, 2016, groundwater-monitoring services will include the following sampling events, broken down by site. The budgeted cost for these tasks includes an estimate of laboratory analytical costs as required by the WDRs, as well as applicable field equipment and labor costs. The estimated cost assumes that purged groundwater will continue to be disposed of on-site, laboratory fees do not increase significantly, and reasonable well access and sampling conditions are encountered at the landfill sites.

Task 7F.1 Bishop-Sunland Landfill

The Project Team will perform four quarters of sampling including semi-annual sampling (August and February) of eleven (11) site monitoring wells and three (3) supply wells with monitoring for groundwater elevations and required field parameters and semi-annual sampling (November and May) of seven (7) site monitoring wells with monitoring of groundwater elevations from eleven (11) site wells. Laboratory analysis of the groundwater samples for Inorganic Monitoring Parameters and VOCs will be completed as defined in the WDRs. Costs assume continuation of the current monitoring program as specified in the Evaluation Monitoring Report dated January 2004, unless revised WDRs are issued by the RWQCB as recommended in the CAP Progress Report dated April 25, 2014. If Revised WDRs are issued for the site, these would supersede the current Monitoring and Reporting Program for the Bishop-Sunland Landfill.

Task 7F.2 Independence Landfill

The Project Team will perform semi-annual sampling (October and April) of four (4) on-site monitoring wells with monitoring of groundwater elevations and required field parameters. Laboratory analysis of groundwater samples for Inorganic Monitoring Parameters and VOCs will be completed as defined in the WDRs. Costs do not include off-site evaluation monitoring activities that may be required if VOC detections persist. These potential evaluation monitoring activities are defined under Task 15.

Task 7F.3 Lone Pine Landfill

The Project Team will perform semi-annual sampling (October and April) of six (6) site monitoring wells; including the two off-site evaluation monitoring wells installed in August 2010, with monitoring of groundwater elevations and required field parameters. Currently the background well (MW-1) is damaged, but the scope assumes restoration of that sampling point by the County. Laboratory analysis of groundwater samples for Inorganic Monitoring Parameters and VOCs will be completed as defined in the WDRs and Evaluation Monitoring Plan. Costs assume a shift from semi-annual to quarterly sampling is not required by the RWQCB, based on current recommendations provided in the January 2011 Evaluation Monitoring Report and subsequent semi-annual groundwater monitoring reports. Costs also assume an Engineering Feasibility Study to address VOCs in site wells is not required during the current contract period, but this potential mandate by RWQCB is described in Task 15.

Task 7F.4 Keeler Landfill

The Project Team will perform semi-annual post-closure monitoring (September and March) of five (5) site monitoring wells with monitoring of groundwater elevations and required field parameters. Laboratory analysis of groundwater samples for Inorganic Monitoring Parameters and VOCs will be completed as defined in the WDRs and FCPCMP for the site. Costs for clarification or revision of the WDRs as described in Task 15 may be necessary, as the current WDRs do not reflect the closed status of the landfill. However, preparation of a revised ROWD or other technical document is not anticipated as part of the current scope.

Task 7F.5 Shoshone Disposal Site

The Project Team will perform semi-annual sampling (November and May) of three (3) site monitoring wells with monitoring of groundwater elevations and required field parameters. Laboratory analysis of groundwater samples for Inorganic Monitoring Parameters and VOCs will be completed as defined in the WDRs. To reduce travel expenses, this task will be done in conjunction with landfill gas monitoring and groundwater monitoring at the Tecopa Disposal Site.

Task 7F.6 Tecopa Disposal Site

The Project Team will perform semi-annual sampling (November and May) of three (3) site monitoring wells with monitoring of groundwater elevations and required field parameters. Laboratory analysis of groundwater samples for Inorganic Monitoring Parameters and VOCs will be completed as defined in the WDRs. To reduce travel expenses, this task will be done in conjunction with landfill gas monitoring and groundwater monitoring at the Shoshone Disposal Site.

Task 7R.0 Reporting

Semi-annual and annual monitoring reports, as required by WDR/MRPs for each site, will also be prepared under Task 7 for each of the six (6) facilities: Bishop-Sunland Landfill, Independence Landfill, Keeler Landfill, Lone Pine Landfill, Shoshone Disposal Site, and Tecopa Disposal Site. These reports will be prepared and submitted based on requirements established in the MRPs for each respective site, as specified by the RWQCB staff, and in general accordance with previous reports submitted by the County.

Final Groundwater Monitoring Reports will be submitted to the County in advance of report deadlines to allow for certification and timely submittal to the RWQCB. Prior to submittal to the County, all reports will be subject to established internal quality control policies, to ensure that all work products are thoroughly reviewed by Company Principals. Groundwater Monitoring Reports will be certified by a Professional Engineer or Professional Geologist.

Semi-Annual Groundwater Monitoring Reports, describing activities and results from Second Quarter 2015 groundwater monitoring activities, will be submitted to the RWQCB by July 15, 2015 for two (2) sites (Independence Landfill and Keeler Landfill) and by July 31, 2015 for the Bishop-Sunland Landfill.

Semi-Annual Groundwater Monitoring Reports will be submitted to the RWQCB by January 15, 2016 for five (5) facilities: Independence Landfill, Lone Pine Landfill, Keeler Landfill, Shoshone Disposal Site, and Tecopa Disposal Site. The Semi-Annual Groundwater Monitoring Report for the Bishop-Sunland Landfill will be submitted by January 31, 2016. The January reports will present the results of groundwater monitoring conducted during Fourth Quarter, 2015 at the six (6) landfill facilities, as described above and scheduled to be conducted in October or November 2015.

The six (6) Semi-Annual Groundwater Monitoring reports will contain the information required by the MRP for each site, which includes at a minimum:

- executive summary with a discussion of any violations requiring action;
- site background information;
- map or aerial photograph showing the location of all monitoring points;
- description of field purging and collection methods;
- summary of groundwater elevation data, calculated hydraulic gradient(s) and calculated groundwater velocity;
- summary of field and laboratory analytical results;
- waste disposal volumes and remaining capacity calculations, as provided to the Project Team by ICIWM;
- a brief summary of corrective action activities and monitoring results collected during the period (for Bishop-Sunland Landfill only);
- a summary of available septage and landfarm data collected by the County during the period (for Bishop-Sunland Landfill only);
- update on previously scheduled activities, as applicable; and
- recommendations for follow-up activities, as applicable.

The estimated cost for report preparation includes data analysis, technical illustrations, report drafting, and senior-level quality assurance review and certification. Also included are the costs for electronic data reporting to the Geotracker database as required for all landfill programs under CCR Chapter 30, Division 3, Titles 23 and 27, to the extent practical using available monitoring point survey data.

As required in the WDRs and MRP for each site, an Annual Groundwater Monitoring Report for each of the six (6) sites will be prepared for submittal to the RWQCB. Annual Summary Reports will include items described in the General Provisions for Monitoring and Reporting and specific requirements defined in the current WDR for each site, and will summarize information provided in detail in the semi-annual reports for each site for the previous 12-month period. In an effort to reduce reporting costs to Inyo County, semi-annual and annual reporting efforts are combined when possible and in accordance with deadlines established by the WDRs.

The Annual Groundwater Monitoring Report for each site will be based on the specific requirements and schedule for that site as specified in current WDRs and MRPs. Accordingly, Annual summary reports for the Bishop-Sunland Landfill, Independence Landfill, and Keeler Landfill will be prepared for submittal prior to November 30, 2015, January 31, 2016, and March 1, 2016, respectively. Annual Groundwater Monitoring reports will be prepared for the Lone Pine Landfill, Shoshone Disposal Site, and Tecopa Disposal Site, for submittal to the RWQCB by June 30, 2016. For reports submitted prior to the completion of the reporting

period (e.g. Independence report which is due November 30), costs include additional transmittal of waste volume data to the RWQCB prior to the deadlines of the semi-annual reports (January 15 and July 15) or as soon as the volume data is provided by Inyo County.

Costs estimated herein include reporting of groundwater monitoring results, but do not include follow-up work that could result from adverse monitoring results, as the effort involved would depend on the persistence of any regulatory exceedances and the specific requirements of the RWQCB.

TASK 8

Landfill Gas Monitoring - All Active Landfill Sites

Landfill gas monitoring will be conducted on existing perimeter monitoring probes at each of the five (5) active Inyo County sites: Bishop-Sunland Landfill, Independence Landfill, Lone Pine Landfill, Shoshone Disposal Site, and Tecopa Disposal Site. Monitoring will be conducted on a quarterly basis for the Bishop-Sunland, Independence and Lone Pine Landfills; and semi-annually for the Shoshone and Tecopa Disposal Sites. When possible, landfill gas monitoring will be conducted in conjunction with quarterly or semi-annual groundwater monitoring events to reduce travel costs. Specific monitoring events will be scheduled based on staff availability. Monitoring will be completed by field personnel located in Bishop, California. Monitoring procedures and protocols will be done in accordance with Title 27 requirements for landfill gas probes and on-site structures (ambient air).

Landfill gas monitoring will include the following activities:

- calibration of the field instrument;
- purging of two well volumes of gas from each probe;
- collection of representative reading(s) at each probe with a field gas analyzer, (Landtec GEM 500 or equivalent) for Static Pressure, Methane, Carbon Dioxide, and/or Oxygen as required by Title 27; and
- recording field data on standardized field data sheets.

If landfill gas monitoring results show exceedances of compliance limits set in Title 27, the County and the LEA will be notified within forty eight (48) hours.

Within forty-five (45) days following completion of each monitoring event, the Project Team will prepare quarterly landfill gas monitoring reports which will summarize monitoring methodologies and monitoring data. Depending on the results of the monitoring, a general description of follow-up work that is required under Title 27 will be included within the report. Copies of the final reports will be issued to the County LEA, with an electronic copy transmitted to CalRecycle.

The budget for this task assumes monitoring and reporting for all four (4) quarters of the contract year 2015-2016 for the three (3) active Owens Valley sites: Bishop-Sunland Landfill, Independence Landfill, and Lone Pine Landfill; and semi-annually for the Shoshone Disposal Site and Tecopa Disposal Site in accordance with monitoring frequency reduction approved by the LEA and CalRecycle in 2014. Monitoring costs assume mobilization costs can be saved on a semi-annual basis by combining with groundwater sampling events. Monitoring costs also assume reasonable well access and maintenance is provided by Inyo County. The costs do not include follow-up work that could result from adverse monitoring results, as the effort involved would depend on the persistence of any regulatory exceedance.

TASK 9

AB-32/Title 17 Greenhouse Emissions Annual Reporting

The CARB has adopted Title 17 CCR Section 95460 et seq., the landfill gas control measure to reduce greenhouse gas emissions from landfills; also referred to as the AB-32 (greenhouse gas) compliance. The CARB regulations went into effect January 1, 2010, with compliance beginning immediately. Under these regulations, a waste-in-place volume report shall be prepared annually for a period of January 1 through December 31 of each year, and reported by March 15th. If the in-place waste volume is less than 450,000 tons, no further action is required. If the in-place waste volume is greater than 450,000 tons, a landfill gas Heat Input Capacity Calculation (HICC) is required pursuant to Title 17 CCR Section 95470(b)(5). If the result of the HICC is less than 3 MMBtu/hour then no further action is required, otherwise additional control actions are required. This report shall be submitted on an annual basis for continued demonstration that the facility falls below the waste volume threshold.

Efforts in support of the AB-32 compliance will consist of the following activities:

- The Project Team will support the County in preparation of the updated Waste-in-Place volume report by providing technical assistance and a technical review. The report shall reflect disposal records for the period of January 1, 2015 through December 31, 2015 for the five (5) active sites: Bishop-Sunland Landfill, Independence Landfill, Lone Pine Landfill, Shoshone Disposal Site, and Tecopa Disposal Site.
- For Bishop-Sunland Landfill, the only landfill in excess of the 450,000 ton waste-in-place threshold, the Project Team will support the County in preparation of the updated HICC report by providing technical assistance and technical review. It is assumed that the HICC will be less than 3 MMBtu/hour and no additional actions will be required.
- It is assumed that the Waste-in-Place volume and HICC reports will be prepared and submitted to the CARB by County Staff.
- Technical assistance means answering questions from County Staff on report contents, calculations, and submittal timelines.

TASK 10

AB-939 Annual Reporting

CalRecycle (formerly CIWMB) promulgated diversion goals of 25% by 1995 and 50% by 2000 with AB-939 in 1989. Since Inyo County is a rural county, County Staff successfully petitioned CalRecycle to have the diversion goals reduced to 29%.

The Project Team will support the County in preparation of the 2013 AB-939 Annual Report by providing technical assistance and a technical review. The report is due August 1, 2015 to CalRecycle.

- It is assumed that the AB-939 Annual Report will be prepared and submitted to CalRecycle by County Staff. This includes updates to the County's SRRE, HHWE, and NDFE programs as necessary.
- Technical assistance means answering questions from County Staff on report contents, calculations, and submittal timelines.

TASK 11

Financial Assurance Annual Calculations

To satisfy CalRecycle's financial assurance requirements, two different reports are required each year.

The first report is an update to the Closure, Post-Closure, and Corrective Action cost estimates for each of the five (5) landfills. CalRecycle posts an annual inflation worksheet on their website around mid-April to use as a template for the calculations. In general, the most current approved cost estimate is inflated annually by the factor provided on the worksheet. When new cost estimates are approved, they are used as a starting point for calculating each subsequent year. Since the corrective action funding is part of a rural county insurance policy with environmental liability coverage, updates for the corrective action cost estimates are not needed in this report. This report is due annually to CalRecycle on June 1st.

The second report is a calculation to determine the annual closure fund deposit requirements for each of the five (5) landfills. The calculations are based on the waste disposed of during the year and the subsequent reduction in capacity for each site. This report is due to CalRecycle on the funds anniversary date of August 29, 2015.

The Project Team will support the County in preparation of the annual financial assurance reports by providing technical assistance and a technical review.

- It is assumed that the annual inflation report and closure fund deposit report will be prepared and submitted to CalRecycle by County Staff.
- Technical assistance means answering questions from County Staff on report contents, calculations, and submittal timelines.

TASK 12

Stormwater Pollution Prevention Plan Revisions, Implementation, and Compliance

On April 1, 2014, the State Water Quality Control Board adopted a new IGP (Board Order 2014-0057-DWQ) for stormwater discharges associated with industrial activities. This order becomes effective July 1, 2015 and will supersede the current IGP (Board Order 1997-0003-DWQ). All industrial dischargers will be required to comply with the new order on the effective date. This includes having an applicable SWPPP prepared reflecting the requirements of the new IGP. BMPs will also be required to be implemented (with guidance from the SWPPP) by the effective date.

Site specific SWPPPs were prepared using the Mapistry Stormwater Compliance software for each of the 5 active County landfills in June 2015. Inyo County was responsible for submitting the SWPPPs to the SMARTS database by the regulatory deadline July 1, 2015.

As support for this compliance task in contract year 2015-2016, the Project Team will provide any updates to the site specific SWPPPs (required at a minimum of every 3 months), assist the County in SWPPP implementation and compliance, and will prepare the annual report for each of the active County landfills (Bishop-Sunland, Independence, Lone Pine, Shoshone, and Tecopa) in accordance with the new IGP.

For the purpose of this scope of work and the associated fees, the following assumptions are made:

- A site visit to the 5 landfills will be required by the Project Team in order to make the necessary assessments to update the SWPPPs.
- Maintenance fees for use of the Mapistry software have been included for each of the 5 active landfill sites.
- A final electronic copy of the updated SWPPPs will be uploaded to the SMARTS database.
- One (1) hard copy of the SWPPP will be provided to the County to keep at each site. An additional hard copy will be prepared for the Project Team's records.
- The Project Team will assist the County in SWPPP implementation and compliance.
- The County will be responsible for inspections, monitoring, sampling, BMP implementation and maintenance, and employee training.
- The County will provide the Project Team with the required information to prepare the annual report.
- The County will be responsible for uploading the annual report to the SMARTS database. The Project Team will provide draft and final revisions in time to allow for County review and comment prior to the July 15th submittal deadline.

TASK 13

Bishop-Sunland Landfill - Landfarm Compliance Support

The Bishop-Sunland Contaminated Soil Landfarm is part of the Bishop-Sunland Landfill facility. The Landfarm has been monitored by County staff in accordance with a Sampling and Analysis Plan (SAP) dated January 1998. Provisions for the sampling and analysis, as well as threshold concentration criteria, are also included in the Bishop-Sunland WDRs and MRP. In a Notice of Violation letter dated April 1, 2015, the RWQCB indicated that the sampling procedures and data provided are insufficient to meet the requirements in the WDRs, and requested a revised SAP for the Landfarm by July 31, 2015.

Under the scope of this task, the Project Team will prepare a revised SAP to be submitted by July 31, 2015 with consideration of the current conditions, provisions in the WDRs and MRP, and with input from the County.

As requested by the County, the budget for this task also includes support with sample collection, transmittal to a certified laboratory under chain-of-custody procedures. Costs assume the following:

- Required landfarm sampling will be in accordance with the WDR rather than the 1998 SAP, which includes semi-annual sampling of four locations at depths of 6 and 12 inches;
- Costs include an estimate of the related laboratory analytical fees from BC Labs in Bakersfield for petroleum hydrocarbons using EPA Methods 8260 and 8015;
- Costs do not include any additional reporting effort, as the Landfarm data will continue to be included in the semi-annual groundwater monitoring reports as described in Task 7.
- Time is included to advise the County regarding recommended changes in Landfarm operations or any follow-up action(s) that may be dictated by the sampling analytical results. However, costs do not include follow-up work that could result from adverse monitoring results, as the effort involved would depend on the persistence of any regulatory exceedance.

TASK 14

Contract Management and Project Statusing

This task involves the management of both the County contract and Geo-Logic's subcontracts. Management of these contracts throughout the project will include:

- Contract execution and job setup;
- Ensuring compliance with contract terms and conditions;
- Controlling and tracking the project schedule and milestones;
- Controlling and tracking the project budget against established task budgets;

- Preparing monthly invoices (including budget and work summaries);
- Subcontracting and ensuring subcontractor performance;
- Ensuring high quality work and deliverables using established quality management procedures;
- Coordinating data flow into and out of the Project Team; and
- Maintaining open communications with County staff and facilitating communications across the Project Team and the County.

In order to facilitate communications with the County and to keep the County updated on the status of project tasks and upcoming activities, the Project Team will schedule and host regular status meetings with the County and LEA. For the purpose of costing this task, it is assumed that, over the duration of this contract year, a total of six (6) (an average of one every two (2) months), one (1) hour status meetings will be facilitated via phone and at least one (1) status meeting will be held face-to-face in Bishop.

In an effort to communicate project schedules and task timelines, a Microsoft Project Gantt chart will be provided to the County at the beginning of the contract year (if requested by the County). It is also anticipated that a review of task timelines, progress, and remaining compliance issues be conducted mid-way through the project and task schedules may be adjusted accordingly.

TASK 15

Document Preparation Due to RWQCB Request (Potential Items)

The following items have been identified by the Project Team as additional tasks that may be required by the RWQCB based on provisions defined in the WDRs and groundwater monitoring results for three of the active landfills and the closed Keeler Landfill. We present this list in an effort to inform the County of the potential for any one or all of these items needing to be accomplished during the contract year. The proposed budget for this task item is based on initiating work on one or more of the items listed below. A detailed scope and associated costs will be developed and submitted to the County for the items below on an as needed basis.

- Bishop-Sunland Landfill: Additional efforts may be required in response to the May 29, 2014 letter from the RWQCB regarding the Bishop-Sunland Landfill permitting and corrective action efforts. Specifically, the May 29 letter specified that additional groundwater monitoring well(s) may have to be installed to represent background water quality which is un-impacted by landfill gases. It is requested that these wells be installed as part of the corrective action activities, but these efforts are not currently included in Task 6 per current County direction. As it is unclear whether wells will be required to be installed during the current fiscal year (July 1, 2015 through June 30, 2016), costs to address this new mandate by RWQCB, through the preparation of a work plan, and are generally included in this task. Any related driller costs and construction oversight is

currently outside the scope of this contract and would be the responsibility of Inyo County. Additional efforts may also be required, if requested by the RWQCB, to update the WDRs or to evaluate the efficacy and appropriateness of the corrective action measures on water quality.

- Independence Landfill: If required by the RWQCB, the Project Team will prepare an evaluation monitoring plan to address the low level VOCs that have been detected in the groundwater. It is anticipated that this has a low-to-moderate probability of occurring based on the intermittent detection of low-level VOCs in groundwater wells at the Independence Landfill.
- Lone Pine Landfill: If required by the RWQCB, the Project Team will prepare a feasibility study for remediation of low level VOCs that have been detected in the groundwater. It is anticipated that this has a moderate probability of occurring based on the persistence of low-level VOCs in groundwater wells MW-2 and MW-3 at the Lone Pine Landfill. In addition, the background well (MW-1) has been determined to be damaged and not viable for water level measurement or sample collection. Costs for the repair or replacement of this well are outside the scope of this contract. However, if required by RWQCB during the contract term, the Project Team will prepare a work plan for a replacement well.
- Keeler Landfill: Update of WDRs and MRP to formally reflect the disposal site as Closed, the status of which RWQCB contended in July 2014. Inyo County addressed this contention in a letter dated September 30, 2014, to which no response has been received. When the RWQCB moves forward on revision of the Keeler WDRs to reflect closure status and current conditions, technical documentation may be required of the Project Team in support of WDR revision and to negotiate long-term savings to the County over the post-closure period.

The budget for Task 15 has been developed to cover the efforts that may be necessary to address one or more of the issues described above, based on requests of enforcement from the RWQCB. It should be noted that the budget would not be sufficient to complete all of the potential subtasks described. This task's scope and budget has been developed based on previous County direction, our understanding of the WDRs for the County Landfills, and the potential for additional RWQCB enforcement on the County based on current conditions or unanticipated compliance issues.

TASK 16

As-Needed Consulting Services

This task is intended for any additional consulting services that have not been defined within this scope of work or anticipated during the 2015-2016 contract year. Un-scoped work falling under this task would be authorized by the County on an as-needed basis. If necessary, a detailed scope of work and associated fee estimates will be developed at the time services are identified. The cost estimate presented for this task is based on professional services that have

been requested of the Project Team by the County in recent years, after development of the annual scope of work and budget, and triggered by unanticipated regulatory mandates or violations cited with respect to the County Landfills.

ATTACHMENT B-7

SCHEDULE OF FEES AND COST ESTIMATION SUMMARY

Geo-Logic ASSOCIATES

ATTACHMENT B-7

SCHEDULE OF FEES

Inyo County Solid Waste Engineering Services - Contract Year 2015 – 2016

PROFESSIONAL STAFF	**UNIT RATE**
Staff Professional	$105.00/Hour
Project Professional I	125.00/Hour
Project Professional II	150.00/Hour
Senior Professional	170.00/Hour
Supervising Professional	190.00/Hour
Principal Professional	210.00/Hour
Court Appearance (Expert Witness, Deposition, etc.; four-hour minimum)	2 x HourlyRate

FIELD/LABORATORY STAFF	
Technician I	75.00/Hour
Technician II	85.00/Hour
Senior Technician (or Minimum Prevailing Wage)	95.00/Hour
Supervising Technician	105.00/Hour
Managing Technician	125.00/Hour

SUPPORT STAFF	
CADD/Designer	105.00/Hour
CADD Operator/Geotechnical Draftsperson	85.00/Hour
Geotechnical Clerk/Typist	55.00/Hour
Word Processor	75.00/Hour

*Overtime Premium is 35% of PERSONNEL CHARGE

*A surcharge of 20% of PERSONNEL CHARGES is applicable to personnel working in hazardous materials environments to compensate for costs associated with hazardous materials operations training and personnel medical examinations.

EQUIPMENT CHARGES	
Water Level Indicator	35.00/Day
Water Quality Meter (pH, DO, turbidity, EC, temp, ORP)	100.00/Day
Groundwater Sampling Pump (<100' depth)	115.00/Day
Groundwater Sampling Pump (>100' depth)	175.00/Day
Dedicated Sample Tubing	0.75/Foot
Air Quality Safety/Methane Meter	60.00/Day
Landfill Gas Monitoring Meter (GEM/TVA)	150.00/Day or Cost +10%
Photoionization Detector (PID)	100.00/Day

EXPENSES	
Vehicle Use for Field Services (2WD)*	1.00/Mile or 105.00/Day

Geo-Logic
ASSOCIATES

Vehicle Use for Field Services (4WD)* ..... 1.00/Mile or 125.00/Day
Per Diem (for overnight stay) ..... 150.00/Day or Cost
Outside Services (Consultants, Surveys, Chemical lab Tests, etc.)** .....Cost + 10%
Reimbursables (Maps, Photos, Permits, Expendable Supplies, etc.).....Cost + 10%
Outside Equipment (Drill Rig, Backhoe, Monitoring Equipment, etc.).....Cost + 10%
Routine Telecommunications, Facsimile, Postage, Computer Use .....No Charge

* Mileage rate may be used in lieu of daily rate for travel greater than 100 miles.
** Excludes sub-contractor mark-up (0%).

PERMITS, FEES AND BONDS

The costs of all permits, fees, and performance bonds required by government agencies are to be paid by the Client, unless stated otherwise in an accompanying proposal.

INSURANCE

GeoLogic Associates, Inc. carries workers' compensation, comprehensive general liability and automobile with policy limits normally acceptable to most clients. The cost for this insurance is covered by the fees listed in this schedule. Cost of any special insurance required by the Client, including increases in policy limits are charged at cost plus 15%. Adding additional insured parties and waivers of subrogation, will not be charged. Unless otherwise stated, such charges are in addition to the estimated or maximum charges stated in any accompanying proposal.

TERMS

Payment is due upon presentation of invoice and is past due thirty (30) days from invoice date. Past due accounts are subject to a finance charge of one and one-half percent (1-1/2%) per month, or the maximum rate allowed by law.

ATTACHMENT B-7

Cost Estimation Detail by Task

Inyo County Solid Waste Engineering Services - Contract Year 2015 - 2016

Task No.	Responsible Firm	Description	Task Cost
1	Geo-Logic	Bishop Sunland Landfill - Permitting	$ 7,860.00
2	Geo-Logic	Independence Landfill - Permitting	$ 7,950.00
3	Geo-Logic	Lone Pine Landfill - Permitting	$ 7,980.00
4	Geo-Logic	Shoshone Disposal Site - Permitting	$ 6,090.00
5	Geo-Logic	Tecopa Disposal Site - Permitting	$ 14,500.00
6	Geo-Logic	Bishop-Sunland Landfill - Corrective Action Plan Implementation	$ 88,400.00
7	TEAM	Groundwater Monitoring and Reporting - All Landfill Sites	$ 104,411.00
8	TEAM	Landfill Gas Monitoring - All Active Landfill Sites	$ 23,850.00
9	Geo-Logic	AB-32 / Title 17 Greenhouse Emissions Annual Reporting	$ 1,360.00
10	Geo-Logic	AB-939 Annual Reporting	$ 1,360.00
11	Geo-Logic	Financial Assurance Annual Calculations	$ 1,360.00
12	Geo-Logic	Stormwater Pollution Prevention Plan Revisions, Implementation, and Compliance	$ 30,335.00
13	TEAM	Bishop-Sunland Landfill - Landfarm Compliance Support	$ 8,215.00
14	Geo-Logic	Contract Management and Project Statusing	$ 25,780.00
15	Geo-Logic	Document Preparation Due to RWQCB Request (Potential Items)	$ 38,170.00
16	Geo-Logic	As-Needed Consulting Services	$ 20,000.00
		Total	**$ 387,621.00**

ATTACHMENT C-7

SCHEDULE OF TRAVEL AND PER DIEM

Geo-Logic ASSOCIATES

ATTACHMENT C-7

SCHEDULE OF TRAVEL AND PER DIEM

Inyo County Solid Waste Engineering Services - Contract Year 2015 – 2016

PROFESSIONAL STAFF	**UNIT RATE**
Staff Professional	$105.00/Hour
Project Professional I	125.00/Hour
Project Professional II	150.00/Hour
Senior Professional	170.00/Hour
Supervising Professional	190.00/Hour
Principal Professional	210.00/Hour
Court Appearance (Expert Witness, Deposition, etc.; four-hour minimum)	2 x HourlyRate

FIELD/LABORATORY STAFF	
Technician I	75.00/Hour
Technician II	85.00/Hour
Senior Technician (or Minimum Prevailing Wage)	95.00/Hour
Supervising Technician	105.00/Hour
Managing Technician	125.00/Hour

SUPPORT STAFF	
CADD/Designer	105.00/Hour
CADD Operator/Geotechnical Draftsperson	85.00/Hour
Geotechnical Clerk/Typist	55.00/Hour
Word Processor	75.00/Hour

*Overtime Premium is 35% of PERSONNEL CHARGE

*A surcharge of 20% of PERSONNEL CHARGES is applicable to personnel working in hazardous materials environments to compensate for costs associated with hazardous materials operations training and personnel medical examinations.

EQUIPMENT CHARGES	
Water Level Indicator	35.00/Day
Water Quality Meter (pH, DO, turbidity, EC, temp, ORP)	100.00/Day
Groundwater Sampling Pump (<100' depth)	115.00/Day
Groundwater Sampling Pump (>100' depth)	175.00/Day
Dedicated Sample Tubing	0.75/Foot
Air Quality Safety/Methane Meter	60.00/Day
Landfill Gas Monitoring Meter (GEM/TVA)	150.00/Day or Cost +10%
Photoionization Detector (PID)	100.00/Day

EXPENSES	
Vehicle Use for Field Services (2WD)*	1.00/Mile or 105.00/Day

Geo-Logic
ASSOCIATES

Vehicle Use for Field Services (4WD)* ..... 1.00/Mile or 125.00/Day
Per Diem (for overnight stay) ..... 150.00/Day or Cost
Outside Services (Consultants, Surveys, Chemical lab Tests, etc.)** .....Cost + 10%
Reimbursables (Maps, Photos, Permits, Expendable Supplies, etc.).....Cost + 10%
Outside Equipment (Drill Rig, Backhoe, Monitoring Equipment, etc.).....Cost + 10%
Routine Telecommunications, Facsimile, Postage, Computer Use .....No Charge

* Mileage rate may be used in lieu of daily rate for travel greater than 100 miles.
** Excludes sub-contractor mark-up (0%).

PERMITS, FEES AND BONDS

The costs of all permits, fees, and performance bonds required by government agencies are to be paid by the Client, unless stated otherwise in an accompanying proposal.

INSURANCE

GeoLogic Associates, Inc. carries workers' compensation, comprehensive general liability and automobile with policy limits normally acceptable to most clients. The cost for this insurance is covered by the fees listed in this schedule. Cost of any special insurance required by the Client, including increases in policy limits are charged at cost plus 15%. Adding additional insured parties and waivers of subrogation, will not be charged. Unless otherwise stated, such charges are in addition to the estimated or maximum charges stated in any accompanying proposal.

TERMS

Payment is due upon presentation of invoice and is past due thirty (30) days from invoice date. Past due accounts are subject to a finance charge of one and one-half percent (1-1/2%) per month, or the maximum rate allowed by law.

ATTACHMENT D-7

FORM W-9

For Clerk's Use Only:
AGENDA NUMBER

22

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

☐ Consent ☐ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Kevin D. Carunchio, County Administrator

FOR THE BOARD MEETING OF July 14, 2015

SUBJECT: Continuation of declaration of local emergency

DEPARTMENTAL RECOMMENDATION: - Request Board discuss and consider staff's recommendation regarding continuation of the local emergency, The Death Valley Roadeater Emergency, that resulted in flooding in the eastern portion of Inyo County during the month of August 2012, per Resolution #2012-32.

SUMMARY DISCUSSION: - During your August 28, 2012 Board of Supervisors meeting your Board took action to declare a local emergency, which has been named The Death Valley Roadeater Emergency, which was a result of flooding in the southeastern portion of Inyo County during the month of August. Since the circumstances and conditions relating to this emergency persist, your Board directed that the continuation of the declaration be considered on a by-weekly basis. The recommendation is that the emergency be continued until the further evaluation of the damage is completed and staff makes the recommendation to end the emergency.

ALTERNATIVES: N/A

OTHER AGENCY INVOLVEMENT: N/ A

FINANCING: N/A

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved:_____ Date_____
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved:_____ Date_____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received)_____ Date:_____
(The Original plus 20 copies of this document are required)

For Clerk's Use Only:
AGENDA NUMBER

23

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

☐ Consent ☐ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Kevin D. Carunchio, County Administrator

FOR THE BOARD MEETING OF July 14, 2015

SUBJECT: Continuation of declaration of local emergency

DEPARTMENTAL RECOMMENDATION: - Request Board discuss and consider staff's recommendation regarding continuation of the local emergency, The Gully Washer Emergency, that resulted in flooding in the central, south and southeastern portion of Inyo County during the month of July, 2013.

SUMMARY DISCUSSION: - During your August 6, 2013 Board of Supervisors meeting your Board took action to declare a local emergency, which has been named The Gully Washer Emergency, which was a result of flooding in the central, southern and southeastern portion of Inyo County during the month of July. Since the circumstances and conditions relating to this emergency persist, your Board directed that the continuation of the declaration be considered on a by-weekly basis. The recommendation is that the emergency be continued until the further evaluation of the damage is completed and staff makes the recommendation to end the emergency.

ALTERNATIVES: N/A

OTHER AGENCY INVOLVEMENT: N/ A

FINANCING: N/A

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved:_____ Date_____
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved:_____ Date_____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received)_____ Date:_____
(The Original plus 20 copies of this document are required)

For Clerk's Use Only:
AGENDA NUMBER

24

AGENDA REQUEST FORM

BOARD OF SUPERVISORS
COUNTY OF INYO

☐ Consent ☐ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Kevin D. Carunchio, County Administrator

FOR THE BOARD MEETING OF July 14, 2015

SUBJECT: Continuation of declaration of local emergency

DEPARTMENTAL RECOMMENDATION: - Request Board discuss and consider staff's recommendation regarding continuation of the local emergency, The Canyon Crusher Emergency, that resulted in flooding in the portions of Inyo County during the month of August, 2013.

SUMMARY DISCUSSION: - During your September 17, 2013 Board of Supervisors meeting your Board took action to declare a local emergency, which has been named The Canyon Crusher Emergency, which was a result of flooding in the portions of Inyo County during the month of August. Since the circumstances and conditions relating to this emergency persist, your Board directed that the continuation of the declaration be considered on a by-weekly basis. The recommendation is that the emergency be continued until the further evaluation of the damage is completed and staff makes the recommendation to end the emergency.

ALTERNATIVES: N/A

OTHER AGENCY INVOLVEMENT: N/ A

FINANCING: N/A

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved:_____ Date_____
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved:_____ Date_____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received)_____ Date:_____
(The Original plus 20 copies of this document are required)

For Clerk's Use Only:
AGENDA NUMBER
25

AGENDA REQUEST FORM
BOARD OF SUPERVISORS
COUNTY OF INYO

☐ Consent ☐ Departmental ☐ Correspondence Action ☐ Public Hearing

☐ Scheduled Time for ☐ Closed Session ☐ Informational

FROM: Kevin D. Carunchio, County Administrator

FOR THE BOARD MEETING OF July 14, 2015

SUBJECT: Continuation of proclamation of local emergency

DEPARTMENTAL RECOMMENDATION: - Request Board discuss and consider staff's recommendation regarding continuation of the local emergency, known as the "Land of EVEN Less Water Emergency" that was proclaimed as a result of extreme drought conditions that exist in the County.

SUMMARY DISCUSSION: - During your January 28, 2014 Board of Supervisors meeting your Board took action to proclaim a local emergency, which has been named the Land of EVEN Less Water Emergency, that is a result of severe and extreme drought conditions that exist in the County. Since the circumstances and conditions relating to this emergency persist, your Board directed that the continuation of the resolution be considered on a by-weekly basis.

ALTERNATIVES: N/A

OTHER AGENCY INVOLVEMENT: N/ A

FINANCING: N/A

APPROVALS	
COUNTY COUNSEL:	AGREEMENTS, CONTRACTS AND ORDINANCES AND CLOSED SESSION AND RELATED ITEMS *(Must be reviewed and approved by county counsel prior to submission to the board clerk.)* Approved: _____ Date_____
AUDITOR/CONTROLLER:	ACCOUNTING/FINANCE AND RELATED ITEMS (*Must be reviewed and approved by the auditor-controller prior to submission to the board clerk.)* Approved:_____ Date_____
PERSONNEL DIRECTOR:	PERSONNEL AND RELATED ITEMS (Must be reviewed and approved by the director of personnel services prior to submission to the board clerk.) Approved:_____ Date_____

DEPARTMENT HEAD SIGNATURE:
(Not to be signed until all approvals are received)_____ Date:_____
(The Original plus 20 copies of this document are required)

30

Amy Shepherd
Auditor- Controller
ashepherd@inyocounty.us

(760) 878-0343
(760) 872-2700
(760) 876-5559
FAX: (760) 878-0391

COUNTY OF INYO

OFFICE OF THE AUDITOR-CONTROLLER
P. O. Drawer R
Independence, California 93526

CHRISTIE MARTINDALE
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cmartindale@inyocounty.us

KORNI GIRARDIN
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IVONNE BUNN
Account Tech III
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TINA TILLEMANS
Account Tech III
ttillemans@inyocounty.us

June 30, 2015

Honorable Board of Supervisors
County of Inyo
Independence, Calif. 93526

Honorable Board Members:

In Accordance with Section 26905 and 26921 of the Government Code and your orders of February 5, 1950 and January 3, 1956, an actual count of money in the hands of the Treasurer was made on this date. The count showed the funds to be in balance, pending written verification of inactive accounts.

Very Truly Yours,

Amy Shepherd
Auditor-Controller

By; Ivonne L Bunn, Deputy

STATEMENT

MONEY IN COUNTY TREASURY

FOR JUNE

STATE OF CALIFORNIA
COUNTY OF INYO

The undersigned, County Auditor, having counted the money in the County Treasury of said County, as required by Section 26921 of the Government Code, and being duly sworn on oath, makes the following report for the period ending
June 30, 2015.

Amount of money that should be in the treasury on June 30, 2015

is	$115,646,660.73	
Receipts from 01/05/2015-03/31/2015	$44,781,197.31	
(Less paid warrants) Amount actually therein is	($41,649,308.32)	
Active Balance		$11,252,713.86
Silver		$136.42
Currency		$4,075.00
Certificates of Deposit		$90,183,559.86
CD		$16,622,915.86
Local Agency Debt		$723,220.00
Bonds and Coupons		
Checks		
	118,778,549.72	$118,786,621.00

Difference:

El Dorado Bank-Check#1782 not debited $8,115.50
Error on checks paid -44.22

Amy Shepherd
County Auditor

Subscribed and sworn to before me this 8th day of July, 2015

Patricia Gunsolley
Clerk of the Board of Supervisors
INYO COUNTY

COUNTY OF INYO CALIFORNIA

31

OFFICE OF THE
SHERIFF
INYO COUNTY, CA

WILLIAM R. LUTZE
SHERIFF

JEFF HOLLOWELL
UNDERSHERIFF

"A Professional Service Agency"

July 8, 2015

Inyo County Grand Jury
c/o Honorable Brian Lamb, Presiding Judge
Inyo County Superior Court
PO Drawer U
Independence, CA 93526

Dear Members,

First, I would like to take this opportunity to thank you for your service as members of the Grand Jury. I recently received your Final Report for the Inyo County Sheriff's Office/ County Jail Inspection Report. My responses to your recommendations and commendations are as follows:

R1: Review potential for Inyo County Jail to prepare meals for detainees and staff at the Juvenile Detention Facility within the next budget cycle.
Response: Chief Probation Officer Thompson and I have met and discussed this option. We have assigned our staff from respective agencies to look at this option and the logistics involved.

R2: By adding modular units outside of the jail for administrative staff, it would allow additional needed space for education and rehabilitation programs for inmates within the next fiscal year.
Response: Agree. We have very limited space for inmate programs; specifically space for continuing education, rehabilitation, and work experience for AB109 inmates. However, there is limited site space for modulars on the current footprint. I have been looking at different options for the administrative staff to move, which would allow the current administrative space to be relocated to accommodate inmate needs.

R3: Provide or plan an outdoor exercise area within the next fiscal year.
Response: Disagree. Our facility has an outdoor space, commonly referred to as the exercise yard, which meets Title 15 for outdoor space. It is located next to the cell area and provides sunlight and fresh air as required.

R4: In our concern for privacy, we suggest all private sessions between inmates, lawyers, and counselors be held in designated provided areas, i.e. the law library at all times.
Response: Disagree. Our facility has two primary areas that are secured for contact visits by attorneys and counselors. There is also a table in the main intake area of the jail for this use. Whenever an attorney or counselor comes to the facility they are asked which area they wish to use. Depending on the inmate and the risk associated, the attorney or counselor indicates which area they prefer and accommodations are made.

Again, thank you for your service. If you have any questions or need further information please contact me.

Sincerely,

William R. Lutze, Sheriff

P.O. Drawer "S" (550 South Clay Street) Independence, CA 93526
Phone: 760-878-0383 Fax: 760-878-0389

OFFICE OF THE
SHERIFF
INYO COUNTY, CA

WILLIAM R. LUTZE
SHERIFF

JEFF HOLLOWELL
UNDERSHERIFF

"A Professional Service Agency"

July 8, 2015

Inyo County Grand Jury
c/o Honorable Brian Lamb, Presiding Judge
Inyo County Superior Court
PO Drawer U
Independence, CA 93526

Dear Members,

I received your review and inspection of the Juvenile Detention Facility.

This letter is to inform you that I am unable to respond to your recommendations of the Juvenile Facility as I have no legal authority over the Inyo County Probation Department.

Thank you for your service. If you have any questions or need further information please contact me.

Sincerely,

William R. Lutze, Sheriff

cc: U/S Hollowell
Inyo County Board of Supervisors
Inyo County Probation

P.O. Drawer "S" (550 South Clay Street) Independence, CA 93526
Phone: 760-878-0383 Fax: 760-878-0389