

MINUTES



County of Inyo Board of Supervisors

November 17, 2020

The Board of Supervisors of the County of Inyo, State of California, met in regular session at the hour of 8:30 a.m., on November 17, 2020, in the Board of Supervisors Room, County Administrative Center, Independence, with the following Supervisors present via videoconferencing per California Governor Executive Order N-25-20: Chairperson Matt Kingsley, presiding, Dan Totheroh, Jeff Griffiths, Rick Pucci, and Mark Tillemans. Also present: Assistant County Administrative Officer Leslie Chapman standing in for CAO Clint Quilter, Sue Dishion standing in for Assistant Clerk of the Board Darcy Ellis, and County Counsel Marshall Rudolph.

Public Comment

Chairperson Kingsley asked the Assistant Clerk of the Board whether there was any public comment emailed for today's meeting for items not calendared on the agenda.

The Assistant Clerk of the Board said she had received none as of right then.

Nobody requested to speak to the Board via the "hand-waving" feature on Zoom.

Closed Session

Chairperson Kingsley recessed open session at 8:31 a.m. to convene in closed session with all Board members present to discuss the following item(s): No. 2 **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION** – Names of cases: *LADWP v. Inyo County et al.* (CA 5th District Court of Appeal Case No. F081389) and *Inyo County v. LADWP* (Kern County Sup. Ct. Case Nos. BCV-18-101260-TSC, BCV-18-101261-TSC, and BCV-18-101262-TSC); No. 3 **CONFERENCE WITH COUNTY'S LABOR NEGOTIATORS** – Regarding employee organizations: Deputy Sheriff's Association (DSA); Elected Officials Assistant Association (EOAA); Inyo County Correctional Officers Association (ICCOA); Inyo County Employees Association (ICEA); Inyo County Probation Peace Officers Association (ICPPOA); IHSS Workers; Law Enforcement Administrators' Association (LEAA). Unrepresented employees: all. County designated representatives – Administrative Officer Clint Quilter, Assistant County Administrator Leslie Chapman, Deputy Personnel Director Sue Dishion, County Counsel Marshall Rudolph, Health and Human Services Director Marilyn Mann, and Chief Probation Officer Jeff Thomson.

Open Session

Chairperson Kingsley recessed closed session and reconvened the meeting in open session at 10:00 a.m. with all Board members present.

Pledge of Allegiance

Chairperson Kingsley led the Pledge of Allegiance.

Report on Closed Session

County Counsel Rudolph reported that no action was taken during closed session that is required to be reported.

Public Comment

Chairperson Kingsley asked if there was any public comment pending for items not calendared on the agenda.

The Assistant Clerk of the Board said she had received none as of right then.

Nobody requested to speak to the Board via the "hand-waving" feature on Zoom.

County Department Reports

Clerk-Recorder-Registrar of Voters Kammi Foote gave an update on the November 3, 2020 Presidential General Election.

Planning Director Cathreen Richards reminded the Board about a Zoom meeting on land and zoning issues.

COVID-19 Staff Update

The Board heard staff's weekly update on the status of COVID-19 cases locally, as well as state and national trends.

HHS-Behavioral Health – BPAR Progress House Residential Caregiver

Moved by Supervisor Totheroh and seconded by Supervisor Griffiths for the Board to find that, consistent with the adopted Authorized Position Review Policy: A) the availability of funding for one (1) part-time (BPAR) Progress House Residential Caregiver exists in the Behavioral Health budgets (no County General Funds), as certified by the HHS Director and concurred with by the County Administrator and Auditor-Controller; B) where internal candidates may meet the qualifications for the position, the vacancy could possibly be filled through an internal recruitment, but an open recruitment is more appropriate to ensure qualified applicants apply; and C) approve the hiring of one (1) part-time (BPAR) Progress House Residential Caregiver at Range 53PT (\$17.10/hr. - \$20.82/hr.) per hour. Motion carried unanimously.

HHS-Health & Prevention – Case Investigator

Moved by Supervisor Pucci and seconded by Supervisor Totheroh to, contingent upon the approval of the ELC Cares Grant budget:

- A) approve the job description for Case Investigator;
- B) change the Authorized Strength in the HHS Public Health and Prevention Division by adding two (2) bilingual term-limited B-PAR Case Investigator positions at Range 60 with an expiration date of March 31, 2022;
- C) consistent with the adopted Authorized Position Review Policy, find that due to the time-limited nature of the positions it is unlikely they could be filled by internal candidates meeting the qualifications for the positions, so an open recruitment is more appropriate to ensure qualified applicants apply; and
- D) approve the hiring of two (2) bilingual term-limited Case Investigator B-PAR contract positions at Range 60 (\$3,758 - \$4,564), for a period ending in March 31, 2022.

Motion carried unanimously.

HHS-Health & Prevention – COVID-19 Program and Grant Manager

Moved by Supervisor Griffiths and seconded by Supervisor Totheroh to, contingent upon the approval of the ELC Cares Grant budget:

- A) approve the job description for the COVID-19 Program and Grant Manager, a time-limited position;
- B) change the authorized strength in the HHS Public Health and Prevention Division by adding one (1) time-limited, contracted COVID-19 Program Manager position at Range 78 with an expiration date of March 31, 2022;
- C) consistent with the adopted Authorized Position Review Policy, find that due to the time-limited nature of the position it is unlikely that it could be filled by an internal candidate meeting the qualifications for the position, so an open recruitment is more appropriate to ensure qualified applicants apply;
- D) approve the hiring of one (1) time-limited COVID-19 Program and Grant Manager position at Range 78 (\$5,741 - \$6,976), for a contract period ending March 31, 2022.

Motion carried unanimously.

HHS-Health & Prevention – Infection Preventionist

Moved by Supervisor Griffiths and seconded by Supervisor Pucci to, contingent upon the approval of the ELC Cares Grant budget:

- A) approve job descriptions for an Infection Preventionist and a Senior Infection Preventionist;
- B) change the authorized strength in the HHS Public Health and Prevention Division by adding two (2) term-limited contracted Infection Preventionist positions at Range 78 or Senior Infection Preventionist positions at Range 80 with an expiration date of March 31, 2022;
- C) consistent with the adopted Authorized Positive Review policy, find that due to the time-limited nature of the positions it is unlikely they could be filled by internal candidates meeting the qualifications for the positions, so an open recruitment is more appropriate to ensure qualified applicants apply;
- D) approve the hiring of two (2) term-limited Infection Preventionist positions at Range 78 (\$5,741 - \$6,976) or two (2) term-limited Senior Infection Preventionist positions at Range 80 (\$6,018 - \$7,320), for a contract period ending March 31, 2022.

Motion carried unanimously.

HHS-Health & Prevention – COVID-

Moved by Supervisor Griffiths and seconded by Supervisor Totheroh to, contingent upon the approval of the ELC Cares Grant budget:

*19 Response
Coordinator*

- A) approve the job description for the COVID-19 Response Coordinator, a term-limited position;
- B) change the authorized strength in the HHS Public Health and Prevention Division by adding one (1) time-limited, COVID-19 Response Coordinator position at Range 63 with an expiration date of March 31, 2022;
- C) consistent with the adopted Authorized Position Review Policy, find that due to the time-limited nature of the position it is unlikely it could be filled by an internal candidate meeting the qualifications for the position, so an open recruitment is more appropriate to ensure qualified applicants apply;
- D) approve the hiring of one (1) time limited COVID-19 Response Coordinator position at Range 63 (\$4,023 - \$4,895), for a contract period ending March 31, 2022.

Motion carried unanimously.

*Ag Commissioner-
ESWMA –
Yamaha ATVs Bid
Award and Purchase*

Moved by Supervisor Tillemans and seconded by Supervisor Griffiths to: A) declare Malcolm Smith Motorsports of Riverside, CA the successful bidder for three Yamaha Kodiak 700 ATVs per Bid No. 2020-04; and B) authorize the purchase of three (3) Yamaha Kodiak 700 ATVs from Malcolm Smith Motorsports of Riverside, CA in an amount not to exceed \$28,919.88. Motion carried unanimously.

*County Counsel –
County Dept. and
Special District
Conflict of Interest
Codes*

Moved by Supervisor Tillemans and seconded by Supervisor Griffiths to: A) receive the 2020 Conflict of Interest Code Biennial Reports from the Agriculture, Public Administration/Public Guardian, Public Works, and Risk Management departments; B) receive the 2020 Conflict of Interest Code Biennial Reports from the Lone Pine Community Services District and Southern Inyo Fire Protection District; and C) receive and approve the amended Conflict of Interest Code for the Public Works Department. Motion carried unanimously.

*Public Works –
Compact Radar
Speed Trailers Award
and Purchase*

Moved by Supervisor Tillemans and seconded by Supervisor Griffiths to: A) declare Statewide Traffic Safety and Signs, Inc. dba Statewide Safety Systems of Bakersfield, CA the successful bidder for Compact Radar Speed Trailers per Bid No. RD20-01; and B) authorize the purchase of four (4) 2020 Wanco Model WSDT3-S Compact Radar Speed Trailers from Statewide Safety Systems of Bakersfield, CA in an amount not to exceed \$31,593.21. Motion carried unanimously.

*Public Works – F350
Trucks Bid Award
and Purchase*

Moved by Supervisor Tillemans and seconded by Supervisor Griffiths to: A) declare Bishop Ford of Bishop, CA the successful bidder for F350 Trucks per Bid No. RD20-05; and B) authorize the purchase of two (2) new 2021 Regular Cab Ford F350 Trucks and two (2) new 2021 SuperCab Ford F350 Trucks from Bishop Ford of Bishop, CA in an amount not to exceed \$140,713.34. Motion carried unanimously.

*Public Works –
Compact Light
Towers Bid Award
and Purchase*

Moved by Supervisor Tillemans and seconded by Supervisor Griffiths to: A) declare Silver State Barricade and Sign of Sparks, NV the successful bidder for Compact Light Towers per Bid No. RD20-06; and B) authorize the purchase of two (2) new 2020 Wanco Model WLTT-4MM6K Compact Diesel Light Towers from Silver State Barricade and Sign of Sparks, NV in an amount not to exceed \$22,024.54. Motion carried unanimously.

*Public Works – Tow
Brooms Bid Award
and Purchase*

Moved by Supervisor Tillemans and seconded by Supervisor Griffiths to: declare United Rentals of Ridgecrest, CA the successful bidder for Tow Brooms per Bid No. RD20-07; and B) authorize the purchase of two (2) new 2020 MB Model 53MH tow behind brooms from United Rentals of Ridgecrest, CA in an amount not to exceed \$57,236.80. Motion carried unanimously.

*Public Works –
Asphaltic Emulsion
Bid Award and
Purchase*

Moved by Supervisor Tillemans and seconded by Supervisor Griffiths to: A) declare Environmental Concepts of Tehachapi, CA the successful bidder for Asphaltic Emulsion per Bid No. RD20-08; and B) authorize the purchase of twelve (12) 250 gallon capacity totes of SS-1H asphaltic emulsion from Environmental Concepts of Tehachapi, CA in an amount not to exceed \$21,108.75. Motion carried unanimously.

*Public Works –
Highway Easement
Deed, Purchase
Agreement and
Resos. No. 2020-43*

Moved by Supervisor Tillemans and seconded by Supervisor Griffiths to:

- A) approve the purchase agreement between the County of Inyo and the Indian Wells Water District, a public agency, of Ridgecrest, CA for the purchase of a highway easement deed in an amount not to exceed \$1,300, and authorize the Public Works Director to sign;
- B) approve the purchase agreement between the County of Inyo and Jose M. Nunez and

and No. 2020-44

- Maria G. Nunez for the purchase of a highway easement deed in an amount not to exceed \$1,000, and authorize the Public Works Director to sign;
- C) approve Resolution No. 2020-43, titled, "A Resolution of the Board of Supervisors of the County of Inyo Accepting a Highway Easement Deed Across APN 033-490-02 for the Realignment of a Portion of Walker Creek Road" and authorize the Chairperson to sign; and
- D) approve Resolution No. 2020-44, titled, "A Resolution of the Board of Supervisors of the County of Inyo Accepting a Highway Easement Deed Across APN 033-400-10 for the Realignment of a Portion of Walker Creek Road" and authorize the Chairperson to sign.

Motion carried unanimously.

Planning – Project Presentation from DVNP

The Board received a presentation from Death Valley National Park's Superintendent Mike Reynolds and Management Assistant Abby Wines on proposed projects at Stovepipe Wells, Emigrant Junction, Mosaic Canyon, Devils Cornfield, and Mesquite Flat Sand Dunes.

Planning – Staff Presentation on Nature Conservancy Project

Planning Director Cathreen Richards gave the Board a presentation on a grant proposal from the Nature Conservancy to purchase property in Chicago Valley, and also presented a draft comment letter for review. After some discussion, the Board directed staff to bring the matter back at a future meeting with additional information.

Recess/Reconvene

The Chairperson recessed the meeting for a break at 12:50 p.m. and reconvened the meeting at 1:15 p.m. with all Board members present.

HHS-Health & Prevention – Amending ELC Cares Budget

Moved by Supervisor Totheroh and seconded by Supervisor Pucci to approve the Fiscal Year 2020-2021 ELC Cares Budget #610390 as follows: increase estimated revenue in Federal Other (Revenue Code 4552) by \$853,501 and increase appropriation in the following object codes (*4/5th vote required*):

- Salaried employees (Object Code 5001) by \$343,868;
- Overtime (Object Code 5003) by \$10,000;
- Standby time (Object Code 5004) by \$10,000;
- Part time employees (Object Code 5012) by \$83,244;
- Retirement and Social Security (Object Code 5021) by \$38,657;
- PERS Retirement (Object Code 5022) by \$38,937;
- Medical Insurance (Object Code 5031) by \$104,554;
- Disability (Object code 5032) by \$4,903;
- Cell Phones (Object Code 5122) by \$1,338;
- Advertising (Object code 5263) by \$1,000;
- Professional Services (Object Code 5265) by \$195,000;
- General Operating (Object Code 5311) by \$4,000;
- Internal Charges (Object Code 5121) by \$12,000; and
- Office and Other Equipment (Object Code 5232) by \$6,000.

Motion carried unanimously.

HHS – Mono County ESAAA Contract

Moved by Supervisor Griffiths and seconded by Supervisor Totheroh to ratify and approve a contract with Mono County, in an amount not to exceed \$20,000, for Eastern Sierra Area Agency on Aging's Registered Dietitian (RD) to provide the mandated RD services for menu and nutrition services to Mono County seniors, and authorize the HHS/ESAAA Director to sign. Motion carried unanimously.

Sheriff – Jail CAD RMS Budget Amendment

Moved by Supervisor Griffiths and seconded by Supervisor Pucci to: A) amend the Fiscal Year 2020-2021 Jail CAD RMS Project Budget #022950 as follows: increase estimated revenue in Operating Transfers In Revenue Code No. 4998 by \$25,000 and increase appropriation in Special and Professional Services Object Code 5265 by \$25,000 (*4/5ths vote required*); B) amend the Fiscal Year 2020-2021 AB443 Fund #502709 as follows: increase appropriations Operating Transfer Out Object Code 5801 by \$25,000 (*4/5ths vote required*); and C) declare Sun Ridge Systems, Inc. of El Dorado Hills, CA a sole-source provider of RIMS CIBRS Reporting and authorize the issuance of a purchase order in an amount not to exceed \$25,000, payable to Sun Ridge Systems, Inc. of El Dorado Hills, CA for RIMS CIBRS Reporting. Motion carried unanimously.

*Sheriff – Sheriff
Budget Amendment*

Moved by Supervisor Totheroh and seconded by Supervisor Pucci to: A) amend the Fiscal Year 2020-2021 Sheriff Budget #022700 as follows: increase estimated revenue in Operating Transfers In Revenue Code No. 4998 by \$12,614 and increase appropriation in Personal and Safety Equipment Object Code 5112 by \$12,614 (*4/5ths vote required*); B) amend the Fiscal Year 2020-2021 AB443 Budget #502709 as follows: increase appropriation in Operating Transfers out Object Code No. 5801 by \$12,614 (*4/5ths vote required*); C) declare Adamson Police Products of Los Alamitos, CA the successful bidder for vehicle docking station and tablet cases per Bid No. 2020-03; and D) authorize the purchase of 28 vehicle docking station and tablet cases with vehicle specific mounts from Adamson Police Products of Los Alamitos, CA in an amount not to exceed \$12,614. Motion carried unanimously.

*CAO-Emergency
Services – Kelley
Williams Contract
Amendment 1*

Moved by Supervisor Griffiths and seconded by Supervisor Tillemans to approve Amendment No. 1 to the agreement between the County of Inyo and Kelley Williams for the provision of personal services as Emergency Services Manager, effective November 26, 2020, and authorize the County Administrator to sign. Motion carried unanimously.

*Clerk of the Board –
RCRC, GSFA &
ESJPA Delegates
and Alternates*

Moved by Supervisor Griffiths and seconded by Supervisor Totheroh to: A) confirm from among the Board's members Chairperson Kingsley as the delegate and Supervisor Pucci as the alternate to the boards of directors for both the Rural County Representatives of California and the Golden State Finance Authority; and B) confirm Chairperson Kingsley as delegate and Recycling and Waste Management Superintendent Cap Aubrey as Inyo County's alternate to the Environmental Services Joint Powers Authority. Motion carried unanimously.

*Clerk of the Board –
Approval of Minutes*

Moved by Supervisor Pucci and seconded by Supervisor Tillemans to approve the minutes of the regular Board of Supervisors meeting of November 3, 2020. Motion carried unanimously.

Public Comment

The Chairperson solicited public comment for the final public comment period. No additional comments had been emailed and nobody requested to speak to the Board via the "hand-waving" feature on Zoom.

*Board Member and
Staff Reports*

Supervisor Totheroh reported on a meeting for the Aspendell community tonight and then participating in a Caltrans webinar Friday regarding the Meadow Farms ADA Project.

Supervisor Griffiths reported attending the annual CSAC Conference and having a CSAC Board of Directors meeting on Thursday.

Assistant CAO Chapman gave an update on the progress of the Small Business Resource Center, noting she and staff will be looking at one if not two buildings this afternoon.

Chairperson Kingsley reported on meetings with the State BLM Director on Sunday and with the Inyo National Forest Supervisor last week.

Adjournment

Chairperson Kingsley adjourned the meeting at 1:44 p.m. to 8:30 a.m. Tuesday, December 1, 2020 in the County Administrative Center in Independence.

Chairperson, Inyo County Board of Supervisors

*Attest: CLINT G. QUILTER
Clerk of the Board*

by: _____
Darcy Ellis, Assistant