

MINUTES

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

Wednesday, September 11, 2017 – 10:00 a.m.

Present: Supervisors Corum and Minto

Others Present:

Ed Lamb, Finance	Chip Meriam, Assessor
Di Aulabaugh, Clerk of the Board	Marcie Skelton, Ag/Air, CUPA
Sheriff Rich Warren	Matt Gomes, PPWA
Dwayne Stewart, District Attorney	Olivia Ramirez, Probation
Rick Beatty, Probation	Starryne Ledfal, Coop Ext
Dawn Mayer, Child Support	Debbie Lambert, Clerk of the Board
Erin Valdez, HHS	Brandon Thompson, Probation
Jill Hughes, Sheriff's Office	Cathy Ehorn, Finance

1. CALL TO ORDER – Supervisor Minto called the meeting to order at 10:01 a.m.
2. UNSCHEDULED MATTERS AND PUBLIC COMMENT

Matter: Receive comments from the audience, staff and committee members and, if deemed necessary, refer the subject matter for follow-up and/or schedule the matter on a subsequent agenda if required.

Documents: None

Proceedings: No comments were heard.
3. MINUTES

Matter: Review and approve minutes of August 9, 2017.

Documents: Minutes of August 9, 2017

Proceedings: Minutes were held over for the next Budget & Finance meeting.
4. DISTRICT ATTORNEY

Matter: Request to review proposed adjustments to 2017-2018 budget.

Documents: None

Proceedings: Supervisor Minto stated that he met with the District Attorney, that one time funding of \$93,000 was found for this year which will cover the two District Attorney positions, and advised that said positions will be cut at midyear if additional funding is not realized. Mr. Stewart advised that he is looking for long term funding and the Mental Health Court is a possibility.
5. JUVENILE HALL

Matter: Standing item to allow for discussion and possible action regarding on-going changes.

Documents: None

Proceedings: Mr. Thompson stated that Probation is finishing up the move out of Juvenile Hall and working with Di Aulabaugh (County Facilities Planning Committee) to consider the best

use of the facility. Supervisor Minto stated that he is following up with the Tehama County provider on the provision of medical insurance.

6. SALARY STUDY

Matter: Pursuant to Board direction of June 27, 2017 hear from Personnel Director and receive salary survey data polled from surrounding Counties on Board of Supervisor and County Administrative Officers.

Documents: None

Proceedings: Supervisor Minto noted that the Personnel Director was not in attendance and held the item over for the next Budget & Finance meeting.

7. ONE STOP SHOP

Matter: Pursuant to Board of Supervisors direction of August 29, 2017 proceed with implementation of the One Stop Shop, reestablishment of the Public Works Agency and exploration of reestablishing County Administrative Officer.

Documents: None

Proceedings: Supervisor Minto noted that the Personnel Director was not in attendance and held the item over for the next Budget & Finance meeting.

8. STRATEGIC PLAN FOCUS AREAS

Matter: Review, discuss and take possible action on:

- a. Community & Economic Development (Strategic Plan Focus Area 1) – Business Cooperation Program: Pursuant to direction of Board Budget and Finance Committee receive further information from Community Development Director Jody Samons.

Documents: None

Proceedings: Supervisor Minto noted that Jody Samons was not in attendance and held the item over for the next Budget & Finance meeting.

9. PROPOSED 2017-2018 BUDGET

Matter: Pursuant to board direction of June 2, 2017 review, discuss and take possible action on proposed final budget.

Documents: None

- Proceedings:
- a. Director of Finance Edward Lamb advised that Budget papers are available for public review at the Board of Supervisors' Office, that the Budget Resolution needs to be adjusted for Road Budget Projects, whereupon Planning & Public Works Agency Deputy Director Di Aulabaugh stated that SB1 funding needs to be called out as the Road Fund Category Budget in the Board's adoption process.
 - b. Mr. Lamb stated that there needs to be a detailed budget for the Information Systems Coordinating Committee, especially the Data Processing portion to increase efficiency, and the District Attorney's budget also needs to be updated;
 - c. Mr. Lamb stated that there is a \$61,000 error in Probation, whereupon Chief Probation Officer Brandon Thompson stated that he was meeting with the Finance Director following the meeting to review the one time funding being used for personnel.

10. Adjourned at 10:09 a.m.