

MINUTES

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

Tuesday, November 14, 2017 – 1:30 p.m.

Present: Supervisors Corum and Minto

Others Present:

Ed Lamb, Finance	Chip Meriam, Assessor
Di Aulabaugh, Clerk of the Board	Marcie Skelton, Ag
Sheriff Rich Warren	Matt Gomes, PPWA
Dwayne Stewart, District Attorney	Olivia Ramirez, Probation
Rick Beatty, Probation	Starryne Lefdal, Coop Ext
Dawn Mayer, Child Support	Debbie Lambert, Clerk of the Board
Linda Durrer, Personnel	Jody Samons, Health & Human Services
Jill Hughes, Sheriff's Office	

1. CALL TO ORDER – Supervisor Minto called the meeting to order at 1:33 p.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: Assessor Chip Meriam stated that as a result of a Prop 8 settlement, Johns Manville property tax refunds of approximately \$100 million will be presented for approval at the next Board of Supervisors meeting, with other non-general fund agencies to share in the correction. Pursuant to Glenn County Administrative Manual 5.24.06 any correction to the tax roll that decreases the amount of taxes to be paid by more than \$250 must be presented to the Board of Supervisors for approval. Discussion was held regarding increasing the limit, with Mr. Meriam stating he would research the matter and bring a revision to the Board of Supervisors.
3. PROPOSED 2017-2018 MIDYEAR BUDGET REVIEW

Matter: Review, discuss and make recommendations on midyear budget review process.

Documents: None

Proceedings: Supervisor Minto stated that the midyear budget process will begin immediately so to be completed by year end. Departmental expenditures are to be reported, with only unusual expenditures to be discussed. Supervisor Minto will meet with the Director of Finance Edward Lamb to discuss ways to simplify the process.
4. SALARY SURVEY

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: Personnel Director Linda Durrer stated that with Salary Surveys costing \$150,000+, Glenn County is unable to afford a consultant. Therefore, if positions are underpaid by more than 15% compared to neighboring Counties, a salary study may be completed, Department Heads must consider if they have a budget to support a salary increase, and the position must be negotiated with the bargaining units. The matter is then presented to the Board for consideration.

5. JUVENILE HALL

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

Documents: None

Proceedings: Deputy Chief Probation Officer Rick Beatty stated that Glenn County averages 5 – 7 juveniles in Tehama Juvenile Hall, that the Tehama County Program is different than the Glenn County Program and there are some issues with medical and mental health that are being resolved. Supervisor Keith Corum asked if interim use of Glenn County's Juvenile Hall is being considered, whereupon Mr. Beatty stated that if inspections of the Hall are maintained the facility may be reopened. Planning & Public Works Agency Deputy Director Di Aulabaugh stated that there is no direction in the County Administrative Manual or Glenn County Code regarding changing the purpose of a facility, whereupon Supervisor Minto ordered that a subcommittee consisting of himself, Supervisor Corum, Mr. Beatty and Mrs. Aulabaugh be formed to discuss the matter.

6. ONE STOP SHOP

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

Documents: None

Proceedings: Community Development Director Jody Samons stated that facilitator Jen McCarthy reported on the stakeholders and employees One Stop Shop input and it was determined to focus on 1) Customer Service, 2) Technology, 3) Guidance and Resources regarding Process and 4) Physical Structure. A report will be prepared for the Board of Supervisors.

7. 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: Community Development Director Jody Samons reported a meeting with Lloyd Delamas of HDL Company for a business health assessment was held, which brought about the following suggestions: 1) The focus for business should not be all retail, and retail should be limited along the freeway 2) To focus on specialty products and 3) To focus on Agricultural manufacturing. It was suggested that the County consider business licensing and sharing services and ideas with the Cities. The website <https://cbig.ca.gov/> lists incentives given to business by various entities. Mrs. Samons spoke of various business cooperation programs, one being a program to return to the County and Businesses sales tax revenue that is collected elsewhere when starting a business in Glenn County, with varying levels of participation to be determined. A report will be prepared for the Board of Supervisors.

8. Supervisor Minto asked for future agenda items, whereupon the Assessor Chip Meriam asked that changes to Glenn County Administrative Manual 5.24.06 regarding tax roll corrections be placed on the agenda and Sheriff Rich Warren asked that discussion be held regarding transferring funds from Rural Sheriff Reserves to Fleet Services.
9. Supervisor Minto adjourned at 2:00 p.m.