



# SUMMARY ACTION MINUTES

## BOARD OF SUPERVISORS

### Regular Meeting

**TUESDAY, AUGUST 27, 2013**

FY 2013/2014 Final Budget Hearings – 1:30 p.m.

MERCED COUNTY  
ADMINISTRATION BUILDING  
2222 “M” STREET  
BOARD ROOM, THIRD FLOOR  
MERCED, CALIFORNIA 95340  
(209) 385-7366

JOHN PEDROZO.....DISTRICT 1  
HUBERT “HUB” WALSH, JR....DISTRICT 2  
LINN DAVIS.....DISTRICT 3  
CHAIRMAN DEIDRE F. KELSEY....DISTRICT 4  
JERRY O’BANION.....DISTRICT 5

JAMES L. BROWN  
COUNTY EXECUTIVE OFFICER

JAMES N. FINCHER  
COUNTY COUNSEL

*All supporting documentation is available for public review in the Office of the Clerk of the Board of Supervisors located in the County Administration Building, Third Floor, 2222 “M” Street, Merced, California, 95340  
During regular business hours, 8:00 a.m. – 5:00 p.m., Monday through Friday.*

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## **SCHEDULED ITEMS**

1:30 P. M.

**THE PUBLIC IS INVITED TO SPEAK ON ANY ITEM ON THE AGENDA-  
TESTIMONY IS LIMITED TO FIVE MINUTES PER PERSON**

### **PRESENTATION:**

#### **COUNTY EXECUTIVE OFFICER - BUDGET PRESENTATION**

Fiscal Year 2013/2014 Final Budget

**REVIEW BOARD ORDER**

#### **AUDITOR - PUBLIC HEARING**

To consider setting the Appropriation Limitation for 2013/2014 established under Article XIII B of the Constitution.

**RECOMMENDATION:** 1) Conduct the Public Hearing. 2) Approve using the change in County population combined with the change in all counties having contiguous borders as the population factor, and the change in non-residential new construction as the cost of living factor to establish the Fiscal Year 2013/2014 appropriation limitation, and 3) Adopt the Resolution establishing the Fiscal Year 2013/2014 appropriation limitation as \$835,622,594.

**REVIEW BOARD ORDER**

#### **HEALTH - PUBLIC HEARING**

To consider Reduction or Elimination of Certain Family Planning and Sexually Transmitted Disease Clinic Services.

**RECOMMENDATION:** Conduct Beilenson Hearing as required by California Health and Safety Code section 1442.5 regarding the proposed Health Care Service Reduction/Elimination and; approve in total or part, elimination of Family Planning and Sexually Transmitted Disease Clinic Services and/or take other appropriate actions as deemed necessary.

**REVIEW BOARD ORDER**

## **BUDGET CALENDAR**

### **OUT OF STATE TRANSPORTATION AND TRAINING FOR FISCAL YEAR 2013/2014**

1. Approve the Schedule of Out-of-State for transportation and/or training for FY 2013/2014 and direct that no Out-of-County-Overnight or Out-of-State travel take place unless authorized by the County Executive Officer, or designee.

**APPROVED AS RECOMMENDED AYES: ALL**

### **CAPITAL ASSETS - FISCAL YEAR 2013/2014**

2. Approve the Capital Asset List by budget unit at the sub-object level as appropriated in the Fiscal Year 2013/2014 Final Budget; and direct that no capital assets be procured unless authorized by the County Executive Officer, or designee.

**APPROVED AS RECOMMENDED AYES: ALL**

**REVIEW BOARD ORDER**

### LEASE PURCHASE AGREEMENTS

3. Authorize the Director of Administrative Services to negotiate, execute, and sign Lease Purchase Agreements for equipment appropriated in the FY 2013/2014 Budget, subject to review by Auditor, County Counsel and the County Executive Office.

**APPROVED AS RECOMMENDED      AYES: ALL**

### AUDITOR

4. Approve and authorize the Chairman to sign Contract with Leckey Consulting for the term of 8/1/13 to 7/31/14 for \$31,300 for Quality Assurance Services relating to the County's Enterprise Resource Planning (ERP) project updating the County's financial system.

**APPROVED AS RECOMMENDED      AYES: ALL**

### PUBLIC WORKS

5. 1) Approve the identified Road Division Work Program for FY 2013/2014 which includes the Atwater Merced Expressway (AME) Phase One A, using 1B Bond Funds, Design and Construction work on 14 bridges using Highway Bridge Rehabilitation and Replacement Program Funds, and the Pedestrian/Sidewalk Project improvements using Congestion Mitigation Air Quality Funds. Other programs include Right of Way, Phase 2 and 3 of the Campus Parkway Project and construction of Echo Street Project and, 2) Approve the Final Budget Adjustments listed in Budget Unit 30000.

**APPROVED AS RECOMMENDED      AYES: ALL**

**REVIEW BOARD ORDER**

6. 1) Approve the submission of an application to the California Board of State and Community Corrections for Lease Revenue Bond funds to build a 432 bed housing unit, and associated remodeling of the John Latorraca Correctional Center, located on Sandy Mush Road; 2) Approve and adopt submitted Resolution; 3) Authorize the Chairman of the Board to sign the proposal application and any related agreements and associated documentation; 4) Authorize the Department of Public Works, in conjunction with the Community & Economic Development Department, to proceed with the necessary environmental studies; 5) Authorize the Department of Public Works to proceed with procurement of services to prepare the initial Real Estate Due Diligence package for the project application; and, 6) Direct the Department of Public Works to return to the Board with the results of the proposal application for further direction; and, 7) Approve Final Budget adjustments listed in Budget Unit 17200.

**MODIFIED RECOMMENDATION      AYES: ALL**

**REVIEW BOARD ORDER**

### PROBATION

7. 1) Approve the addition of (1) Victim Witness Advocate (Class 7196, Range 61.9) in Budget Unit 20401 to assist increased workload that has been impacted by adult realignment; 2) Approve the addition of (2) Deputy Probation Officer I/II/III (Class 4020/4021/4022, Range 65.4/67.4/70.4) in Budget Unit 23406 to assist with re-structuring current AB 109 and SB 678 re-entry and rehabilitation programs; 3) Approve the addition of (1) Correctional Facilities Admission Clerk (Class 1320, Range 61.6) and (1) Correctional Officer I/II (Class 2345/2335 Range 65.1/67.1) in Budget Unit 23000 to support jail re-entry and rehabilitation programs; 4) Approve amended Position Allocation Resolution; and 5) Approve the final

budget adjustment in District Attorney-Budget Unit 20401; Corrections-Budget Unit 23000; and Probation-Budget Unit 23406.

**ADOPTED RESOLUTION AS RECOMMENDED AYES: ALL**

## HEALTH

8. 1) Authorize the transfer of the Medical Assistance Program's (MAP) eligibility determination process to the Human Services Agency; 2) authorize the Reduction in Force of (3) filled and (5) vacant positions effective October 6, 2013 in Budget Unit 49500: Office Assistant I/II, Position No. 2, Indigent Health Care Programs Admin., Position No. 3, Public Health Nurse I/II Position No. 4, Support Services Analyst I/II, Position No. 5, and Eligibility Worker I/II, Position Nos. 9, 10, 21, and 22; approve the amendments to the Position Allocation Resolution 06-120/A and Salary Allocation Resolution 06-120; approve the Final Budget adjustments as listed in Budget Unit 49500; 5) authorize staff to initiate discussions with Dignity Health regarding the agreement for Indigent Health Care Services and determine any necessary amendments for services after January 1, 2014; and, 6) authorize staff to gather and submit necessary data to the Department of Health Care Services in order to facilitate possible participation in the Savings Formula Option and return to the Board for direction prior to October 1, 2013.

**ADOPTED RESOLUTIONS AS RECOMMENDED AYES: ALL**  
**REVIEW BOARD ORDER**

## LIBRARY

9. 1) Request approval from the Board to move forward in the development of a Plan of Service, and request policy direction from the Board on priorities to be included; 2) Change (1) Lead Library Resource Technician, Classification #7546, Salary Range 66.1 (B/U 60000) to a Staff Services Analyst I/II, Classification #1050/1040, Salary Range 66.8/71.2 (B/U 60000); 3) Approve amended Position Allocation Resolution and, 4) Approve the use of Better World Books for discarding outdated and obsolete materials from the Library collections; and, 5) Approve closing the library system for one all-staff development day.

**ADOPTED RESOLUTION AND MODIFIED RECOMMENDATION AYES: ALL**  
**REVIEW BOARD ORDER**

## COMMUNITY AND ECONOMIC DEVELOPMENT

10. Direct staff to explore further technology improvements, preliminary design work associated with reconstruction of the 2nd Floor of the County Administration Building and future implementation of a "Quarterback/Coordinator" position for internal/external business navigation services each as associated with the Development Resource Center (One-Stop).

**APPROVED AS RECOMMENDED AYES: ALL**  
**REVIEW BOARD ORDER**

11. Make the determination, as required by Government Code section 16142(e), that the State provided less than one-half of the actual foregone general fund property tax revenues, related to the Williamson Act program, in FY 2012/2013; and continue the suspension on accepting applications to place land under Williamson Act contract.

### **Rule of Necessity:**

Supervisors O'Banion, Kelsey, and Pedrozo declare a conflict of interest due to ownership of land in their districts that is under Williamson Act contracts.

County Counsel James Fincher states three members of the Board have stated a conflict with the Williamson Act due to their or their family's Williamson Act contracts and

may have a direct financial impact on property taxes, or at the very least a remote interest. The action before the Board requires a simple majority for the Board to take action. With three Board members declaring a conflict, there is no longer a quorum. Therefore, the County enacts the Rule of Necessity to pick a supervisor to sit for this item. The three Board members will draw straws and whoever gets the short straw will determine the voting member to remain. County Counsel Fincher holds the straws and Supervisor Pedrozo selects the short straw. Supervisor Walsh acts in the capacity of Chair, and Supervisor Pedrozo remains in the Chambers to participate and Supervisors O'Banion and Kelsey leave the Chambers.

**APPROVED AS RECOMMENDED      AYES: ALL**  
**REVIEW BOARD ORDER**

## HUMAN RESOURCES

12. (1) Approve the FY 2013/2014 Final Budget Position Recommendations as follows: 1) County Executive Office - Budget Unit 10100: Delete: 1 Public Affairs Officer (Pos 8). 2) Revenue & Reimbursement - Budget Unit 11100: Delete: 1 Collection Agent I/II/III (Pos 9-Filled); Delete: 2 Collections Clerk I/II/III (Pos 12, 20-Filled). 3) Treasurer - Budget Unit 11400: Add: 1 Office Assistant III. 4) Department of Public Works - Budget Units 16000/19900/30000: Add: 1 Correctional Maintenance Worker (B/U 16000); Delete: 1 Office Assistant III (Pos 18); B/U 19900; Delete: EH Road Maintenance Work Aide; Add: 1 Senior Engineering Associate; Establish & Allocate: EH Road Maintenance Worker I; Establish & Allocate: EH Road Maintenance Worker II (B/U 30000). 5) Ag Commissioner - Weights & Measures - Budget Unit 27200: Delete: 1 Weights and Measures Inspector I/II/III (Pos 3). 6) Recorder - Budget Unit 28000: Add: 1 Recorder Clerk I/II/III. 7) Health - Budget Unit 40000: Add 1 Support Services Analyst I/II (B/U 40001); Delete: 1 Medical Records Technician III (Pos 5) (B/U 40013); Add: 1 Office Assistant I/II; Add: 1 Supervising Health Educator (B/U 40025); Add: 1 Community Health Nurse/Public Health Nurse I/II (B/U 40031). 8) Mental Health - Budget Unit 41500: Add: 3 Mental Health Clinician I/II; Add: 1 Mental Health Program Manager; Add: 1 Vocational Rehabilitation Counselor (B/U 41501); Add: 1 Office Assistant III; Establish & Add: 2 Mental Health Coordinator (B/U 41506). 9) Human Services Agency - Budget Unit 50000: Delete: 8 Employment & Training Worker I/II (Pos 2, 35, 104, 109, 340, 349, 488, 726); Delete: 1 Employment & Training Worker III (Pos 534) (B/U 50050); Add: 1 Support Services Assistant; Add: 3 Registration/Information Assistant (B/U 50054). 10) Workforce Investment - Budget Unit 55000: Delete: 1 Supervising Employment & Tng Spec (Pos 26). 11) Castle Airport Development - Budget Unit 75200: Delete: 2 Grounds Maintenance Worker I/II (Pos 8, 9). 12) Administrative Services - Budget Unit 75600: Delete: 1 Supervising Programmer Analyst (Pos 37); Delete: 1 Network Training Specialist (Pos 34-Filled); Add: 1 Automation Systems Analyst I/II (B/U 75601); (2) Authorize the Reduction in Force of 4 filled Positions effective October 6, 2013: Collection Agent I/II/III, (Pos 9) B/U 11100, Collections Clerk I/II/III, (Pos 12, 20) B/U 11100, Network Training Specialist, (Pos 34) B/U 75601; (3) Approve new job classification specifications for Mental Health Coordinator; (4) Approve modifications to the job classification specifications for Mental Health Program Manager, and; (5) Approve amendments to the Salary Allocation Resolution and Position Allocation Resolution.

**ADOPTED RESOLUTIONS AS RECOMMENDED      AYES: ALL**  
**REVIEW BOARD ORDER**

13. (1) Approve FY 2013/2014 Final Budget Personnel Modifications as follows: 1) Board of Supervisors - Budget Unit 10000: Change: 1 Office Assistant I/II (Pos 15) to Deputy Board Clerk I/II. 2) Assessor - Budget Unit 11200: Establish: Director of Admin. Svcs./Assessor;

Change: 1 Chief Appraiser (Pos 46) to Director of Admin Svcs./Assessor; Change: 1 Appraiser I/II/III (Pos 19) to Supervising Appraiser. 3) Treasurer - Budget Unit 11400: Change: 1 Assistant Treasurer/Tax Collector (Pos 4) Salary Range Only. 4) Public Defender-Budget Unit 20600: Change: 1 Chief Deputy Public Defender (Pos 30) to Deputy Public Defender I/II/III/IV; Add: 1 Deputy Public Defender I/II/III/IV. 5) Fire - Budget Unit 25000: Change: 1 EH Fire Prevention Inspector to EH Fire Prevention Inspector III (Title Only); Establish: Fire Prevention Inspector I/II; Change: 1 Fire Prevention Inspector to Fire Prevention Inspector III (Title Only); Change: 1 Fire Prevention Inspector (Pos 4) to Fire Prevention Inspector I/II/III; Establish & Allocate: EH Fire Prevention Inspector I; Establish & Allocate: EH Fire Prevention Inspector II (B/U 25005). 6) Department of Public Works - Budget Unit 27300: Establish: Building Inspector III; Change: 1 Supervising Building Inspector (Pos 4) to Building Inspector III. 7) Public Health - Budget Unit 40000: Change: 1 Community Health Nurse/Public Health Nurse I/II (Pos 83) to Emergency Medical Services Spec. (B/U 40005); Change: 1 Public Health Aide I/II (Pos 25) to Office Assistant I/II (B/U 40013); Change: 1 Environmental Health Specialist I/II/III (Pos 12) to Environmental Health Technician I/II (B/U 40016). 8) Mental Health - Budget Unit 41500: Change: 2 Quality Assurance Specialist (Pos 252, 253) to 2 Psychiatric Staff Nurse I/II (B/U 41503); Change: 1 Quality Improvement Program Manager (Pos 200) to Quality Improvement Coordinator (Title Only) (B/U 41506); (2) Establish the classification of Fire Prevention Inspector I/II, EH Fire Prevention Inspector I, EH Fire Prevention Inspector II, Building Inspector III and Director of Admin. Svcs.-Assessor; (3) Approve the Modifications to the following classification specifications: Civilian Fire Marshall, Quality Improvement Program Coordinator, and Mental Health Clinician I/II, and; (4) Approve the amendments to the Position Allocation Resolution and the Salary Allocation Resolution.

**ADOPTED RESOLUTIONS AS RECOMMENDED AYES: ALL**

#### FINAL BUDGET ADJUSTMENTS

14. Approve Final Budget Adjustments based on more current information to various budget units within the General Fund and Other Funds as presented: 10000, 11100, 11500, 14000, 14200, 16000, 16200, 17000, 17100, 17500, 17600, 18100, 19900, 20000, 20100, 20200, 20600, 22100, 23100, 23300, 25000, 25100, 28000, 28200, 28500, 28700, 40000, 40600, 41500, 50000, 50500, 51000, 55000, 55100, 55200, 55300, 57400, 57800, 59000, 60000, 61000, 70100, 75000, 75200, 75500, 75600.

**APPROVED AS RECOMMENDED AYES: ALL**

#### AUDITOR - SCHEDULES

15. Approve Budget Schedules 1, 2, 3, and 4, and other budget schedules including reserves and appropriations for encumbrance carryover for the FY 2013/2014 budget year.

**APPROVED AS RECOMMENDED AYES: ALL**

#### FISCAL YEAR 2013/2014 FINAL BUDGET ADOPTION

16. Approve Resolution adopting the Fiscal Year 2013/2014 Final Budget as reviewed and amended during Final Budget Hearings and; authorize the Auditor-Controller to make technical adjustments as necessary.

**ADOPTED RESOLUTION AS RECOMMENDED AYES: ALL**

**REVIEW BOARD ORDER**