



**STATE OF CALIFORNIA, COUNTY OF SIERRA
BOARD OF SUPERVISORS
AGENDA
REGULAR MEETING**

Lee Adams, District 1

P.O. Box 1 - Downieville, CA 95936 - 530-289-3506 - supervisor1@sierracounty.ca.gov

Lila Heuer, District 2

P.O. Box 485 - Sierra City, CA 96125 - 916-580-5608 - lheuer@sierracounty.ca.gov

Paul Roen, Chair, District 3

P.O. Box 43 - Calpine, CA 96124 - 209-479-2770 - supervisor3@sierracounty.ca.gov

Terry LeBlanc, District 4

P.O. Box 387 - Loyalton, CA 96118 - 707-489-0314 - tleblanc@sierracounty.ca.gov

Sharon Dryden, Vice-Chair, District 5

P.O. Box 246 - Loyalton, CA 96118 - 530-913-9218 - sdryden@sierracounty.ca.gov

The Sierra County Board of Supervisors will meet in regular session commencing at 9:00 a.m. on February 17, 2026, at 105 Beckwith Street, Social Hall, Loyalton, CA. This meeting will be recorded for posting on the Board of Supervisors' website at www.sierracounty.ca.gov.

This meeting will be open to in-person attendance and available to the public via teleconference.

The public may observe and provide public comments by using the Teams options below:

**By Phone: 1-323-892-2486
Access Code: 228 589 724#**

By PC: <https://tinyurl.com/02172026BOS>

NOTICE

Accommodations for individuals with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof, can be made with the Clerk of the Board and CA Relay Services 711 prior to the meeting. The Clerk of the Board may be reached at 530-289-3295 or at the following addresses:

Heather Foster
Clerk of the Board of Supervisors
100 Courthouse Square, Room 11
P.O. Drawer D
Downieville, CA 95936
clerk-recorder@sierracounty.ca.gov

All items posted on the agenda, including under correspondence, may be acted upon by the Board

of Supervisors. However, matters under committee reports and department manager's reports may be briefly addressed by the Board or Staff, but no action or discussion shall be undertaken on any item not appearing on the posted agenda. (GC 54954.2)

The Board of Supervisors may hold a Closed Session as the agenda schedule permits.

REGULAR AGENDA

1. 9:00 A.M. STANDING ORDERS

- Call to Order
- Pledge of Allegiance
- Roll Call
- Approval of Consent Agenda, Regular Agenda and Correspondence to be addressed by the Board

2. PUBLIC COMMENT OPPORTUNITY

Matters under the jurisdiction of the Board not on this posted agenda may be addressed by the general public during the Public Comment Opportunity time. No action may be taken or substantive discussion pursued on matters not on the posted agenda. Public comment is regulated by the Sierra County Board of Supervisors' Rules and Procedures. You may obtain a copy of the Public Comment rules from the Clerk. The Board limits public comment to three minutes per person and not more than three individuals addressing the same subject.

3. COMMITTEE REPORTS & ANNOUNCEMENTS

Board members will report on committee meetings and/or activities. Board members or members of the public may ask questions for clarification but no action will be taken.

4. DEPARTMENT MANAGERS' REPORTS & ANNOUNCEMENTS

Department Managers may provide brief reports on activities within their departments. Board members or members of the public may ask questions for clarification but no action will be taken.

5. FOREST SERVICE UPDATE

Update by District Ranger on items that may affect the County of Sierra.

6. BEHAVIORAL HEALTH - SHERYLL PRINZ-MCMILLAN

- 6.A. Authorize the Behavioral Health Director to sign the Proposition 36 Grant application and all ancillary agreements/forms to secure the grant funding for Sierra County in the amount of \$256,187.84.

Documents:

[Prop 36 Grant App BOS.pdf](#)

- 6.B. Resolution authorizing the Auditor to make certain changes to the 2025/2026 final budget for the Behavioral Health Department.

Documents:

7. PUBLIC WORKS/TRANSPORTATION

- 7.A. Authorization to advertise and hire an Interdepartmental Fiscal Officer position for the Public Works and Transportation Department.

Documents:

[Interdepartmental Fiscal Officer Item.pdf](#)

- 7.B. Resolution authorizing the Auditor to make certain changes to the 2025-2026 Final Budget for the purchase of a 20' office container to be used for a guard shack at the Loyalton transfer station in an amount not to exceed \$19,841.25. (4/5th affirmative vote required)

Documents:

[Loyalton TS Container-Budget Transfer Item.pdf](#)

8. PLANNING / BUILDING - BRANDON PANGMAN

- 8.A. Set a public hearing on the potential non-renewal of Williamson Act Contract 73-8, APN's 023-010-006, 019-070-004, 019-070-005, and 018-120-014 near Stampede Reservoir in eastern Sierra County.

Documents:

[Non-Renewal Williamson Act Contract 73-8 PH.pdf](#)

9. BOARD OF SUPERVISORS

- 9.A. Appointment to the Sierra County Solid Waste Task Force. (CLERK OF THE BOARD)

Documents:

[Solid Waste Task Force Committee Appointment.pdf](#)

10. CLOSED SESSION

- 10.A. Closed session pursuant to Government Code section 54957 - Public Employee Discipline/Dismissal/Release.

Documents:

[Closed Session - Public Employee.pdf](#)

- 10.B. Closed session pursuant to Government Code section 54957 – Public Appointment: County Assessor.

Documents:

[Closed Session - Public Employment.pdf](#)

- 10.C. Closed session pursuant to Government Code section 54957 – Public Appointment or Employment – Director of Public Works and Transportation.

Documents:

[Closed Session - Public Employment - DPW.pdf](#)

- 10.D. Closed session pursuant to Government Code section 54957 - performance evaluation pertaining to County Counsel.

Documents:

[Closed Session County Counsel.pdf](#)

11. CONSENT AGENDA

Items placed on the Consent Agenda are of a routine and non-controversial nature and are approved by a blanket roll call vote. At the time the Consent Agenda is considered, items may be deleted from the Consent Agenda by any Board member or Department Manager and added to the Regular Agenda directed by the Chairman.

- 11.A. Authorization to purchase office and clinical furniture items from Uplift Desk in an amount of \$7,149.28 and Office Chairs USA in an amount of \$18,286.94 for a total not to exceed \$25,436.22 plus tax for the new Behavioral Health Clinic. (BEHAVIORAL HEALTH)

Documents:

[Furniture BOS.pdf](#)

- 11.B. Resolution designating the Director of Transportation or Director of Office of Emergency Services as authorized agents for all open and future disasters/grants declared up to three (3) years following the date of approval. (OES)

Documents:

[CalOES Authorized Agents.pdf](#)

- 11.C. Authorization to approve payment to R & J Joy, Inc. dba Joy Engineering for 743.89 tons of 3/4 AB rock base for disaster recovery project 83115, FEMA disaster 4699 in an amount not to exceed \$13,882.11. (PUBLIC WORKS)

Documents:

[Joy Engineering Invoice - 2023 Storm Disaster, FEMA 4699 item.pdf](#)

- 11.D. Resolution declaring one (1) County owned Caterpillar 60-kilowatt diesel generator as surplus and establishing minimum bid approving disposal of the generator. (PUBLIC WORKS)

Documents:

[Surplus Generator and Disposition Item.pdf](#)

- 11.E. Agreement between California Mental Health Services Authority (CalMSHA) and the County of Sierra for participation in the SSO (Single Sign On)/SAML (Security Assertion Markup Language) implementation for SmartCare in an amount not to exceed \$15,299. (BEHAVIORAL HEALTH)

Documents:

[SSO Board.pdf](#)

- 11.F. Authorization to pay an outstanding invoice to the California Mental Health Services Authority (CalMHSA) for the electronic health record (EHR) system implementation from May through June 2025, in an amount of \$176,370.29. (BEHAVIORAL HEALTH)

Documents:

[CalMHSA Outstanding Invoice EHR.pdf](#)

- 11.G. Authorization to pay an outstanding invoice to the County of Nevada for telephone triage client services provided from April through June 2025, in an amount of \$5,748. (BEHAVIORAL HEALTH)

Documents:

[Nevada County Outstanding Invoice.pdf](#)

- 11.H. Authorization to pay an outstanding invoice to the Sierra-Plumas Joint Unified School District (SPJUSD) for student mental health services from October 2024 through June 2025, in an amount of \$211,971.39. (BEHAVIORAL HEALTH)

Documents:

[SPJUSD Outstanding Invoice.pdf](#)

- 11.I. Resolution approving Agreement No. 25G27145 with the California Department of General Services for Help America Vote Act (HAVA) funding to assist the County in improving the administration of elections for federal office, including enhancements to election technology and election security improvements, in an amount not to exceed \$8,324.38, for a term ending December 31, 2026. (ELECTIONS)

Documents:

[HAVA Funding Agm.pdf](#)

- 11.J. Waive second reading and adoption of an ordinance repealing section 3.07.070 of the Sierra County Code relating to residency requirements for specified positions. (CLERK OF THE BOARD)

Documents:

[Ordinance - Repealing Residency Requirements.pdf](#)

- 11.K. Waive second reading and adoption of an ordinance repealing section 5.30.015 of the Sierra County Code relating to Grand Jury Compensation. (CLERK OF THE BOARD)

Documents:

[Ordinance - Repealing Grand Jury Comp.pdf](#)

- 11.L. Minutes from the regular meeting held on January 20, 2026. (CLERK OF THE BOARD)

Documents:

[01202026 minutes.pdf](#)

11.M. Minutes from the special meeting held on January 29, 2026. (CLERK OF THE BOARD)

Documents:

[01292026 spl minutes.pdf](#)

11.N. Minutes from the regular meeting held on February 3, 2026. (CLERK OF THE BOARD)

Documents:

[02032026 Minutes.pdf](#)

12. CORRESPONDENCE LOG

12.A. Letter from the Department of Alcoholic Beverage Control (ABC) regarding Public Convenience or Necessity under Business and Professions Code § 23958.4 and the designation of a subordinate officer or body.

Documents:

[ABC Letter.pdf](#)

ADJOURNMENT - To next regular meeting on March 3, 2026

Disclosure of Campaign Contributions (Gov. Code section 84308)

Members of the Board of Supervisors are disqualified and not able to participate in any agenda item involving contracts (other than competitively bid, labor, or personal employment contracts), franchises, discretionary land use permits and other entitlements if the Board member received more than \$250 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the County's decision on the agenda item since January 1, 2023. Members of the Board of Supervisors who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$250 to a Board member since January 1, 2023, are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Board member and may be made either in writing to the Clerk of the Board of Supervisors prior to the subject hearing or by verbal disclosure at the time of the hearing.

**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

MEETING DATE: DEPARTMENT: PHONE NUMBER: REQUESTED BY:	TYPE OF AGENDA ITEM: REGULAR CONSENT TIMED SUPPORTIVE DOCUMENT ATTACHED: RESOLUTION MEMO AGREEMENT OTHER _____
AGENDA ITEM:	
BACKGROUND INFORMATION:	
FUNDING SOURCE: GENERAL FUND IMPACT:	OTHER FUND: AMOUNT: \$
ARE ADDITIONAL PERSONNEL REQUIRED? YES NO TYPE OF EMPLOYEE	IS THIS ITEM ALLOCATED IN THE BUDGET? YES NO IS A BUDGET TRANSFER REQUIRED? YES NO
SPACE BELOW FOR CLERK'S USE	
BOARD ACTION: APPROVED APPROVED AS AMENDED ADOPTED ADOPTED AS AMENDED DENIED OTHER NO ACTION TAKEN	SET PUBLIC HEARING FOR: _____ DIRECTION TO: _____ REFERRED TO: _____ CONTINUED TO: _____ AUTHORIZATION GIVEN TO: _____
BOARD VOTE: BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2026- _____ AGREEMENT 2026- _____ ORDINANCE _____
COMMENTS:	

CLERK OF THE BOARD

DATE

Memorandum

To: Board of Supervisors

From: Sheryll Prinz McMillan

Reference: Agenda Item

Date of Memo: 2/5/2026

Date of Board Meeting: 2/17/2026

Requested Action: Authorize the Behavioral Health Director to sign the Proposition 36 Grant application and all ancillary agreements/forms to secure the grant funding for Sierra County in the amount of \$256,187.84.

Mandated by: N/A

Funding

Budgeted? Yes X No

Revenue	\$	
Expenses	\$	
Difference	0	

Background Information:

Proposition 36 was approved by California voters in November of 2000, aimed to reform the state's approach to nonviolent drug offenses. The measure mandated probation and drug treatment instead of incarceration for individuals convicted of simple drug possession or use. It represented a major shift toward rehabilitation rather than punishment for drug-related crimes.

Similar to other Behavioral Health grant funds, the state of California has set aside \$256,187.84 for Sierra County to support treatment programs that reduce incarceration rates for low-level drug offenses. The county can use this money for programs, salaries, and treatment.

The application deadline to participate in the grant is February 27, 2026.

Alternatives or impacts of disapproval: The county would not receive this funding as allocated.

0%

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PROPOSITION 36

BEHAVIORAL HEALTH IMPLEMENTATION AND FUNDING APPLICATION

COUNTY ACCEPTING FUNDING

Select the county that is officially accepting Proposition 36 implementation funding. This selection confirms the county that will receive funding and will be used for allocation, compliance, and reporting records.

SELECT COUNTY ACCEPTING FUNDING *

Sierra



SIERRA CONTRACT AMOUNT

\$256,187.84

This field reflects the funding amount allocated to the selected county. The amount should align exactly with the county's designated allocation. Please refer to Appendix A above to verify that the amount entered matches the correct allocation for the county.

Be sure to read the **Proposition 36 Behavioral Health Implementation and Funding** guidelines and instructions in the Request for Implementation (RFI) ([Download Here](#)) carefully before beginning your application. Required fields and attachment uploads are marked with a red * (asterisk).

If you have questions, send an email to prop36@sierrahealth.org with the subject line: **Prop 36 Application Online Help.**

Use Tab key or mouse click to move from field to field. Clicking Enter will attempt to Submit an incomplete application.

After submission you will receive an email confirmation along with a printable PDF copy of your application.

APPENDIX A: COUNTY ALLOCATIONS

County	Allocation	County	Allocation	County	Allocation
Alameda	\$1,452,997.18	Kings	\$319,380.17	Placer	\$470,000.00
Alpine	\$252,731.25	Lake	\$402,065.41	Plumas	\$267,000.00
Amador	\$316,729.12	Lassen	\$282,185.09	Riverside	\$2,200,000.00
Butte	\$497,519.27	Los Angeles	\$8,464,225.59	Sacramento	\$1,600,000.00
Calaveras	\$278,994.25	Madera	\$424,390.41	San Benito	\$290,000.00
Colusa	\$282,284.59	Marin	\$365,294.68	San Bernardino	\$1,200,000.00
Contra Costa	\$955,284.46	Mariposa	\$273,497.09	San Diego	\$3,000,000.00
Del Norte	\$285,568.51	Mendocino	\$458,944.09	San Francisco	\$920,000.00
El Dorado	\$380,028.64	Merced	\$476,567.93	San Joaquin	\$800,000.00
Fresno	\$939,410.47	Modoc	\$268,716.92	San Luis Obispo	\$430,000.00
Glenn	\$284,992.09	Mono	\$262,589.42	San Mateo	\$480,000.00
Humboldt	\$427,056.21	Monterey	\$671,681.18	Santa Barbara	\$380,000.00
Imperial	\$465,977.35	Napa	\$317,337.67	Santa Clara	\$1,800,000.00
Inyo	\$263,561.25	Nevada	\$333,508.84	Santa Cruz	\$570,000.00
Kern	\$1,456,223.02	Orange	\$4,703,692.20	Shasta	\$330,000.00

Instructions for Preparing, Saving, and Resuming Your Application

The requested responses listed in this application are provided for reference only. We strongly recommend preparing your responses in advance before starting the application.

If the application cannot be completed in one session, the county designee may save progress directly within the application and return at a later time.

Save & Resume

1. Select **Save & Resume** anywhere in the application before submission.
2. Create a username and password and provide an email address.
3. Your responses will be saved securely as a draft.

Resuming Your Application

1. A resume link will be sent to the email address you provided.
2. Use the link in the email or return to the application page and select **Resume a Saved Application**.
3. Log in using your username and password to continue where you left off.

Important:

- Your application is **not submitted** until all required sections are completed and you select **Submit** on the final page.
- If more than one authorized individual needs to work on the application, the Save & Resume login credentials or resume link may be shared.

Please save your username, password, and resume email. These cannot be recovered if lost.

If you are unable to submit your requested responses online or need assistance, please contact us at prop36@sierrahealth.org and include the subject line: **Requested Response Online Help**.

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ORGANIZATION INFORMATION

ORGANIZATION NAME *

Sierra County Behavioral Health

STREET ADDRESS *

 P.O. Box 265

CITY *

Loyalton

STATE / PROVINCE *

California

ZIP / POSTAL CODE *

96118

PHONE *

(530) 993-6791

COUNTY *

Sierra



WEBSITE / URL

ORGANIZATION TAX ID # *

94-6000536

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COUNTY BEHAVIORAL HEALTH DIRECTOR

The County Behavioral Health Director should have the final approval authority for the project within the County's behavioral health agency or program.

SALUTATION

Mrs. ▼

FIRST NAME *

Sheryll

MIDDLE NAME

LAST NAME *

Prinz-McMillan

SUFFIX (Jr., Sr., III, PhD, Esq.)

TITLE *

County Behavioral Health Director

EMAIL ADDRESS *

sprinzmcmillan@sierracounty.ca.gov

PHONE *

(530) 993-6791

PHONE EXTENSION

COUNTY FISCAL AUTHORITY

The County Fiscal Authority should be authorized to sign off on financial commitments, including the contract for this project.

SALUTATION

Mr.



FIRST NAME *

David

MIDDLE NAME

LAST NAME *

Mathews

SUFFIX (Jr., Sr., III, PhD, Esq.)

III

TITLE *

Fiscal Officer

EMAIL ADDRESS *

dmatthews@sierracounty.ca.gov

PHONE *

(530) 414-5354

PHONE EXTENSION

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FISCAL / BANKING CONTACT

Who is responsible for receiving electronic fund transfers (EFT), managing invoices, and producing biannual expenditure reports?

SALUTATION

Ms.



FIRST NAME *

Jenny

MIDDLE NAME

LAST NAME *

Varn

SUFFIX (Jr., Sr., III, PhD, Esq.)

TITLE *

Treasurer-Tax Collector

EMAIL ADDRESS *

jvarn@sierracounty.ca.gov

PHONE *

(530) 289-3286

PHONE EXTENSION

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PRIMARY PROJECT MANAGER

The Primary Project Manager should be the **day-to-day** lead for project execution and management.

SALUTATION

Mrs. ▼

FIRST NAME *

Sheryll

MIDDLE NAME

LAST NAME *

Prinz-McMillan

SUFFIX (Jr., Sr., III, PhD, Esq.)

TITLE *

County Behavioral Health Director

EMAIL ADDRESS *

sprinzmcmillan@sierracounty.ca.gov

PHONE *

(530) 993-6791

PHONE EXTENSION

PROJECT SUPERVISOR

The Primary Project Manager should be the **day-to-day** lead for project execution and management.

SALUTATION

Mr.



FIRST NAME *

Robert

MIDDLE NAME

LAST NAME *

Szopa

SUFFIX (Jr., Sr., III, PhD, Esq.)

TITLE *

Behavioral Health Assistant Director Administrative

EMAIL ADDRESS *

rszopa@sierracounty.ca.gov

PHONE *

(530) 565-7414

PHONE EXTENSION

PRIMARY PROJECT EVALUATOR / DATA REPORTER

The Primary Project Evaluator/Data Reporter will serve as the designated lead for tracking, analyzing, and reporting project data. This individual is responsible for ensuring the accuracy and completeness of all required data submissions, including Proposition 36 implementation reporting (anticipated due dates of December 2026, December 2027, and March 2028). This person can be the same as another role already listed in the project, as appropriate.

SALUTATION

Ms.



FIRST NAME *

Sean

MIDDLE NAME

LAST NAME *

Epps

SUFFIX (Jr., Sr., III, PhD, Esq.)

TITLE *

Account Technician III

EMAIL ADDRESS *

sepps@sierracounty.ca.gov

PHONE *

(530) 993-6733

PHONE EXTENSION

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PART I: SCOPE OF WORK & BUDGET: Download Appendix D Proposition 36 SOW and Budget Template, complete outside of submission portal and then upload the completed form when submitting your county's response to the RFI.

1.1 TREATMENT FUNDING INTENT: Does your county plan to use any portion of the AB 102 allocation for Category 2: Treatment Services? *

Yes



1.1a LOCAL MATCH SOURCE: If you selected "Yes" above, **AB 102 (2024), § 26(d)** requires a **25% local match** for any funds used on treatment services. Please briefly describe the source of these matching funds (e.g., Realignment, General Fund): *

Realignment Funds

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PART II: CAPACITY, REPORTING & TECHNICAL ASSISTANCE

2.1 USE OF FUNDS & NON-SUPPLANTATION: AB 102, § 26(d) and (e) requires that Proposition 36 implementation funding must not be used to pay for services covered by other funding sources, including Medi-Cal, Medicare, Veterans Benefits, or commercial insurance. Counties must maximize federal reimbursements and maintain existing local funding obligations required to draw down federal matching funds. Although this funding may be used for non-reimbursable services (e.g., court-related evaluations or treatment not covered by Medi-Cal), it must be treated as the funding source of last resort. Do you certify that: *

Yes, We Certify

COLLABORATION READINESS: Has your County Behavioral Health Department actively collaborated with the Superior Court and Probation Department to plan and implement the Proposition 36 behavioral health treatment workflow, as required under AB 102? *Note: This refers specifically to coordination around court-mandated treatment, assessments, and referral processes.* *

Yes, collaborative planning meetings have occurred ▼

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PART III: DATA COLLECTION & REPORTING READINESS

Reporting Timeline

Counties receiving Proposition 36 funds must collect and submit annual reports to The Center in Q4 of each calendar year during the contract period. A final report is due in Q1 2028, with all programmatic activities expected to conclude by March 31, 2028. This timeline ensures sufficient time for statewide reporting and legislative compliance by June 30, 2028.

The following questions assess your County's ability to meet the reporting requirements outlined in AB 102, Provision 20. Responses will inform contract development, technical assistance planning, and statewide reporting to the Legislature.

Provision 20 Data Reporting Requirements

5. Can you report the number of cases charged that included a violation of a treatment-mandated felony pursuant to section 11935 of the Health and Safety Code in which an expert submitted a report of a substance abuse and mental health evaluation to the court? (AB 102(2024), & 26, Provision 20(e)) *

We plan to build this capacity using Proposition 36 funds ▼

6. Can you report the number of cases charged that included a violation of a treatment-mandated felony pursuant to section 11395 of the Health and Safety Code in which the defendant entered into drug treatment but not mental health treatment? (AB 102 (2024), & 26, Provision 20(g)) *

We plan to build this capacity using Proposition 36 funds ▼

7. Can you report the number of cases charged that included a violation of a treatment-mandated felony pursuant to section 11935 of the Health and Safety Code in which the defendant entered into mental health treatment but not drug treatment? (AB 102 (2024), § 26, Provision 20(h))

*

We plan to build this capacity using Proposition 36 funds 

7.1. Can you track whether a defendant entered both Drug and Mental Health Treatment?(AB 102 (2024), § 26, Provision 20(i)) *

We plan to build this capacity using Proposition 36 funds 

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PART III: DATA COLLECTION & REPORTING READINESS

Reporting Timeline

Counties receiving Proposition 36 funds must collect and submit annual reports to The Center in Q4 of each calendar year during the contract period. A final report is due in Q1 2028, with all programmatic activities expected to conclude by March 31, 2028. This timeline ensures sufficient time for statewide reporting and legislative compliance by June 30, 2028.

The following questions assess your County's ability to meet the reporting requirements outlined in AB 102, Provision 20. Responses will inform contract development, technical assistance planning, and statewide reporting to the Legislature.

Provision 20 Data Reporting Requirements

8. Can you report the number of cases charged that included a violation of a treatment-mandated felony pursuant to section 11935 of the Health and Safety Code in which the defendant entered into drug treatment and mental health treatment? (AB 102 (2024), § 26, Provision 20(i))

*

We plan to build this capacity using Proposition 36 funds ▼

9. Can you report the number of cases charged that included a violation of a treatment-mandated felony pursuant to section 11935 of the Health and Safety Code in which the defendant was ordered to receive job training? (AB 102 (2024), § 26, Provision 20(j))

*

We plan to build this capacity using Proposition 36 funds ▼

10. Can you report the number of cases charged that included a violation of a treatment-mandated felony pursuant to section 11935 of the Health and Safety Code in which the defendant successfully completed the treatment program and received the positive recommendation of the treatment program pursuant to paragraph (3) of subdivision (d) of section 11395 of the Health and Safety Code? (AB 102 (2024), § 26, Provision 20(k))

*

We plan to build this capacity using Proposition 36 funds 

11. Can you report the number of cases charged that included a violation of a treatment-mandated felony pursuant to section 11935 of the Health and Safety Code in which the defendant is currently undergoing treatment? (AB 102 (2024), § 26, Provision 20(m))

*

We plan to build this capacity using Proposition 36 funds 

12. Can you report the number of cases charged that included a violation of a treatment-mandated felony pursuant to section 11935 of the Health and Safety Code in which the move for entry of judgement and sentencing was based on the defendant "performing unsatisfactorily," "not benefiting," "not being amenable," "refusing treatment," or having been convicted of a crime? (AB 102 (2024), § 26, Provision 20(n))

*

We plan to build this capacity using Proposition 36 funds 

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FOR REPORTED INDIVIDUALS, DO YOU COLLECT: (AB 102 (2024), & 26, PROVISION 20(P))

13.1. Race

*

Yes, we currently collect and can report this data ▼

13.2. Gender

*

Yes, we currently collect and can report this data ▼

13.3. Age

*

Yes, we currently collect and can report this data ▼

13.4. Housing Status

*

Yes, we currently collect and can report this data ▼

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DATA COLLECTION

14. Can you collect and submit all available data on an annual basis, as required by AB 102 Provision 20? (AB 102(2024), & 26, Provision 20)

*

We plan to build this capacity using Proposition 36 funds ▼

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APPENDIX D: PROPOSITION 36 SCOPE OF WORK AND BUDGET SAMPLE AND TEMPLATE

To complete the Scope of Work and Budget Template (Excel workbook), please download from the following link: [Download Blank Scope of Work and Budget template.](#)

A Sample Scope of Work and Budget is available for review, providing guidance on the level of detail and information that every county should include in their template.

[Download the Sample Scope of Work and Budget template](#)

A complete Scope of Work and Budget Template is required to finish your county's submission and must accompany your response in the portal. Its completion will expedite the execution of your county's contract and payment of funds. Should you have any questions related to the submission process, please email: Prop36@sierrahealth.org

Upload Proposition 36 SOW and Budget Template *

Choose File No file chosen

By selecting this checkbox, I certify that the county identified in this application is formally accepting Proposition 36 Implementation funding and acknowledges responsibility for the use and administration of the allocated funds. *

ACCEPT

[Save my progress and resume later](#) | [Resume a previously saved form](#)

**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

MEETING DATE: DEPARTMENT: PHONE NUMBER: REQUESTED BY:	TYPE OF AGENDA ITEM: REGULAR CONSENT TIMED SUPPORTIVE DOCUMENT ATTACHED: RESOLUTION MEMO AGREEMENT OTHER _____
AGENDA ITEM:	
BACKGROUND INFORMATION:	
FUNDING SOURCE: GENERAL FUND IMPACT:	OTHER FUND: AMOUNT: \$
ARE ADDITIONAL PERSONNEL REQUIRED? YES NO TYPE OF EMPLOYEE	IS THIS ITEM ALLOCATED IN THE BUDGET? YES NO IS A BUDGET TRANSFER REQUIRED? YES NO
SPACE BELOW FOR CLERK'S USE	
BOARD ACTION: APPROVED APPROVED AS AMENDED ADOPTED ADOPTED AS AMENDED DENIED OTHER NO ACTION TAKEN	SET PUBLIC HEARING FOR: _____ DIRECTION TO: _____ REFERRED TO: _____ CONTINUED TO: _____ AUTHORIZATION GIVEN TO: _____
BOARD VOTE: BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2026- _____ AGREEMENT 2026- _____ ORDINANCE _____
COMMENTS:	

CLERK OF THE BOARD

DATE

Memorandum

To: Sierra County Board of Supervisors
From: Sheryll Prinz-McMillan, Behavioral Health Director
Reference: Agenda Item
Date of Memo: 1/9/2026
Date of Board Meeting: 2/17/2026

Requested Action: Resolution authorizing the Auditor to make certain changes to the 2025/2026 final budget for the Behavioral Health Department.

Mandated by: N/A

Funding

Budgeted? Yes X No

Revenue	\$ 1,844,930.23	
Expenses	\$	
Difference	0	

Background Information:

On September 2, 2025, the Sierra County Board of Supervisors adopted resolution 2025-101 approving the County's Budget for FY 25/26. However, many adjustments to the Behavioral Health Budget were not recorded and adopted. This resolution will authorize the Auditor to transfer funds through the Behavioral Health funding budgets to ensure auditing compliance with state reporting and county budgets.

These budgetary items were presented and approved by the Finance Committee on April 1, 2025, April 24, 2025, August 4, 2025, August 25, 2025, and October 29, 2025, and subsequently through Board approved contracts.

Furthermore, the Behavioral Health Advisory Board and the Department of Health Services (DHCS) reviewed and approved all budgetary modifications and expenditures.

Alternatives or impacts of disapproval: Continued auditing and reporting issues in the County and Behavioral Health budgets. Approved contract expenditures will exceed future approved line items.

BOARD OF SUPERVISORS, COUNTY OF SIERRA, STATE OF CALIFORNIA

**IN THE MATTER OF AUTHORIZING THE AUDITOR
TO MAKE CERTAIN CHANGES TO THE 2025/2026 FINAL BUDGET -
BEHAVIORAL HEALTH**

RESOLUTION NO. 2026 -

WHEREAS, the Board of Supervisors may authorize the Auditor to make budget changes pursuant to Government Code §29125, and

WHEREAS, the Board of Supervisors previously approved on September 2, 2025 the 2025/2026 Final County Budget; and

WHEREAS, a budget change is necessary to include budget adjustments that were not recorded in the Behavioral Health Budget, but have been reported to the State of California.

NOW THEREFORE BE IT RESOLVED, that the Auditor is hereby authorized to make the changes to the 2025/2026 final budget as recorded in Attachment A:

ADOPTED by the Board of Supervisors of the County of Sierra, State of California on the 17th day of February 2026 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

COUNTY OF SIERRA

Paul Roen, CHAIRPERSON
BOARD OF SUPERVISORS

ATTEST:

APPROVED AS TO FORM:

HEATHER FOSTER
CLERK OF THE BOARD

ANDREW PLETT
COUNTY COUNSEL

**COUNTY OF SIERRA
BEHAVIORAL HEALTH
FOR BOARD APPROVAL - BUDGET : JULY 1, 2025 THRU JUNE 30, 2026**

Income

STATE and FEDERAL REVENUES

Account Title	Fund Account Code	Aud. Posted Budget FY 25-26	7.1.25 Beg. Balance	FY 25/26 Revenue	Estimates/Projections	Total Budget	Comments
1991 REALIGNMENT	8150000 \$	480,932 \$	451,455 \$	- \$	317,110 \$	768,565 \$	Projection based on current State allocations
2011 REALIGNMENT	8121000 \$	589,425 \$	402,665 \$	- \$	276,000 \$	678,665 \$	Projection based on average of current State allocations
CA Proposition 36	8915820 \$	- \$	- \$	- \$	256,187 \$	256,187 \$	Applying for potential Prop 36 funds
PATH JI	TBD - TTC \$	- \$	- \$	- \$	767,900 \$	767,900 \$	Grant requested for FY 25/26 pending State approval
INNOVATIONS	8915612 \$	108,833 \$	968,153 \$	79,460 \$	- \$	1,047,613 \$	
WET	8915675 \$	- \$	258,363 \$	- \$	- \$	258,363 \$	
MENTAL HEALTH MHSA CFTN	8915676 \$	- \$	544,765 \$	- \$	319,030 \$	863,795 \$	Per BHIN 18-033 - For County's with less than 200k population. 20% allowable transfer from CSS 5yr average
PLHA	8915670 \$	- \$	110,382 \$	- \$	67,624 \$	178,006 \$	Remaining award amount. Disbursement date pending
BHBH	8915670 \$	- \$	359,808 \$	294,874 \$	- \$	654,682 \$	
WHOLE PERSON CARE	8915625 \$	- \$	440,139 \$	- \$	- \$	440,139 \$	
MHSSA	8915678 \$	381,476 \$	128,117 \$	368,857 \$	- \$	496,974 \$	
DRUG MEDI-CAL PAYMENTS	8915627 \$	140,000 \$	132,997 \$	- \$	83,000 \$	215,997 \$	Projection based on client billings from prior year FY 24/25
MHSA CSS	8915671 \$	714,345 \$	578,461 \$	1,207,792 \$	(319,030) \$	1,467,223 \$	Per BHIN 18-033 - For County's with less than 200k population. 20% allowable transfer to CFTN from CSS 5yr
Mental Health MHSA PEI	8915672 \$	413,568 \$	1,544,424 \$	301,948 \$	- \$	1,846,372 \$	
MH MEDI-CAL PAYMENTS	8915679 \$	- \$	- \$	- \$	733,068 \$	733,068 \$	Projected annual amount based on Q1-FY25/26 actual claims from electronic health record system (EHR)
Care Court	8915686 \$	- \$	268,941 \$	- \$	- \$	268,941 \$	
REVENUES MISCELLANEOUS	8915670 \$	- \$	49,773 \$	- \$	7,000 \$	56,773 \$	Miscellaneous reimbursements from the state (i.e. client record requests) not included in original posted budget
FEDERAL AID	0515670 \$	825,491 \$	- \$	522,924 \$	108,813 \$	631,737 \$	State approved indirect cost rate (ICR) of 25%
Total	\$	3,654,071 \$	6,238,443 \$	2,775,855 \$	2,616,702 \$	11,631,000 \$	Net increase to BH HHS Budget FY 25-26 - Due to omitted approved and projected revenue for FY 2025-2026

INTEREST AND RENTS

Account Title	Fund Account Code	Actual FY 24/25 Interest Apportionments	FY 25/26 Estimates/Projections
UNAPPROVED INNOVATION	8915612 \$	31,067 \$	31,067 \$
PROP 36 SUB ABUSE TREAT TRUST	8915820 \$	1,289 \$	1,289 \$
MENTAL HEALTH MHSA PLAN	8915671 \$	33,540 \$	33,540 \$
MENTAL HEALTH MHSA PEI	8915672 \$	53,998 \$	53,998 \$
MENTAL HEALTH MHSA WET	8915675 \$	9,063 \$	9,063 \$
MENTAL HEALTH MHSA CAPITAL			
FACILITIES & TECH TRUST	8915676 \$	18,682 \$	18,682 \$
SUB G (Substance Use Disorder Block Grant)	8915685 \$	27 \$	27 \$
Care Court	8915686 \$	8,965 \$	8,965 \$
Total	\$	156,631.00 \$	156,631.00 \$

Expenses

SALARIES					
Account Title	Fund Account Code	Aud. Posted Budget FY 25-26	BH HHS Final Budget FY 25-26	Difference	Comments
MENTAL HEALTH OPERATING	Total Salaries	\$ 2,179,441.00	\$ 1,571,316.42	\$ (608,124.58)	Less due to not being fully staffed at beginning of FY 25-26

SERVICES & SUPPLIES					
Account Title	Fund Account Code	Aud. Posted Budget FY 25-26	BH HHS Final Budget FY 25-26	Difference	Comments
MENTAL HEALTH OPERATING	Total Service & Supplies	\$ 4,583,313.00	\$ 4,502,414.35	\$ (80,898.65)	

CAPITAL ASSETS					
Account Title	Fund Account	Aud. Posted Budget FY 25-26	BH HHS Final Budget FY 25-26	Difference	Comments
MENTAL HEALTH OPERATING	0515670 - Total Capital Assets	\$ -	\$ 700,000.00	\$ (700,000.00)	Added for Approved Projects - building remodel and generator purchase
Total Expenses		\$ 6,762,754.00	\$ 6,773,730.77	\$ 10,976.77	

Summary

	Aud. Posted Budget FY 25-26	BH HHS Final Budget FY 25-26	Difference	Comments
Total Income	\$ 3,810,702.00	\$ 11,787,630.52	\$ 7,976,928.52	Net increase to BH HHS Budget FY 25-26 - Due to omitted approved revenue contracts for FY 2025-2026. See State Revenue Section above.
Total Expenses	\$ 6,762,754.00	\$ 6,773,730.77	\$ 10,976.77	
Budget Income (Loss)	\$ (2,952,052.00)	\$ 5,013,899.75	\$ 7,965,951.75	Net increase to BH HHS Budget FY 25-26 - Due to omitted approved revenue contracts for FY 2025-2026. See State Revenue Section above.

8150000
91' Realignment

State Controller's Office

Year To Date

**Gross Allocation of Local Health and Welfare Realignment,
Mental Health Sales Tax**

Fiscal Year: 2025-2026

City/County	9/26/2025	10/27/2025	11/25/2025	12/26/2025	1/27/2026	Year To Date
Sierra County	\$26,380.20	\$26,380.20	\$26,380.20	\$26,380.20	\$26,380.20	\$131,901.00

X 12

8150000
91' Realignment

State Controller's Office

Year To Date

Allocation of Local Health and Welfare Realignment,

Vehicle License Collection for Mental Health

Fiscal Year: 2025-2026

County	10/27/2025	Year To Date
Sierra County	\$550.90	\$550.90

81210000
11' Realignment

State Controller's Office
Year to Date
Behavioral Health Subaccount
Fiscal Year: 2025-2026

County	9/29/2025	10/31/2025	11/26/2025	12/30/2025	1/30/2026	Year To Date
Sierra County	\$22,155.25	\$22,521.48	\$27,362.84	\$22,997.21	\$21,985.92	\$117,022.70

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276,000

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Page 1

PROPOSITION 36

BEHAVIORAL HEALTH IMPLEMENTATION AND FUNDING APPLICATION

COUNTY ACCEPTING FUNDING

Select the county that is officially accepting Proposition 36 implementation funding. This selection confirms the county that will receive funding and will be used for allocation, compliance, and reporting records.

SELECT COUNTY ACCEPTING FUNDING *

Sierra



SIERRA CONTRACT AMOUNT

\$256,187.84

This field reflects the funding amount allocated to the selected county. The amount should align exactly with the county's designated allocation. Please refer to Appendix A above to verify that the amount entered matches the correct allocation for the county.

Be sure to read the **Proposition 36 Behavioral Health Implementation and Funding** guidelines and instructions in the Request for Implementation (RFI) ([Download Here](#)) carefully before beginning your application. Required fields and attachment uploads are marked with a red * (asterisk).

If you have questions, send an email to prop36@sierrahealth.org with the subject line: **Prop 36 Application Online Help**.

Use Tab key or mouse click to move from field to field. Clicking Enter will attempt to Submit an incomplete application.

APPENDIX A: COUNTY ALLOCATIONS

County	Allocation	County	Allocation	County	Allocation
Alameda	\$1,452,997.18	Madera	\$424,390.41	San Joaquin	\$804,778.10
Alpine	\$252,731.25	Marin	\$365,294.68	San Luis Obispo	\$435,665.97
Amador	\$316,729.12	Mariposa	\$273,497.09	San Mateo	\$480,774.33
Butte	\$497,519.27	Mendocino	\$458,944.09	Santa Barbara	\$386,646.70
Calaveras	\$278,994.25	Merced	\$476,567.93	Santa Clara	\$1,829,667.00
Colusa	\$282,284.59	Modoc	\$268,716.92	Santa Cruz	\$576,328.77
Contra Costa	\$955,284.46	Mono	\$262,589.42	Shasta	\$331,497.24
Del Norte	\$285,568.51	Monterey	\$671,681.18	Sierra	\$256,187.84
El Dorado	\$380,028.64	Napa	\$317,337.67	Siskiyou	\$338,110.54
Fresno	\$939,410.47	Nevada	\$333,508.84	Solano	\$659,329.91
Glenn	\$284,992.09	Orange	\$4,703,692.20	Sonoma	\$453,549.72
Humboldt	\$427,056.21	Placer	\$470,799.22	Stanislaus	\$1,039,889.43
Imperial	\$465,977.35	Plumas	\$267,883.75	Sutter-Yuba	\$451,715.17
Inyo	\$263,561.25	Riverside	\$2,245,760.00	Tehama	\$327,876.87
Kern	\$1,456,223.02	Sacramento	\$1,600,274.71	Trinity	\$286,688.60
Kings	\$319,380.17	San Benito	\$296,747.69	Tulare	\$688,267.13
Lake	\$402,065.41	San Bernardino	\$1,222,689.70	Tuolumne	\$337,157.97
Lassen	\$282,185.09	San Diego	\$3,025,599.99	Ventura	\$728,650.43
Los Angeles	\$8,464,225.59	San Francisco	\$929,120.34	Yolo	\$464,908.53

PATH JI
FY 25/26

AutoSave Off PATH JI Round 3 CBH Budget Template_Updated March 202... Saved to this PC

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	A	B	C	D	E
1	Total Budget				
2	Line Item Budget		\$563,200.00		
3	Salary Detail		\$204,700.00		
4	TOTAL		\$767,900.00		
5					
6					
7					
8					

Total expected FY 25/26

June 17, 2025

**CALIFORNIA MENTAL HEALTH SERVICES AUTHORITY
PARTICIPATION AGREEMENT
COVER SHEET**

1. Sierra County ("Participant") desires to participate in the Program identified below.

Name of Program: Semi-Statewide Enterprise Health Record

2. California Mental Health Services Authority ("CalMHSA") and Participant acknowledge that the Program will be governed by CalMHSA's Joint Powers Agreement and its Bylaws, and by this Participation Agreement. The following exhibits are intended to clarify how the provisions of those documents will be applied to this particular Program.

- Exhibit A Program Description
- Exhibit B General Terms and Condition
- Exhibit C Participant-Specific Committed Funding and Payment Terms
- Exhibit D Order Form Template
- Attachment A AMA End User Agreement Terms

3. **Term:** The term of Participant's participation in the Program will commence upon final execution of this Participant Agreement through March 18, 2029, unless sooner terminated pursuant to the terms of this Agreement.

4. **Funding:** Total approved maximum program funding amount ("Maximum Funding") shall not exceed **\$610,951.10**.

5. Authorized Signatures:

CalMHSA

Signed:  Amie Miller Psy.D., LMFT (Jun 30, 2025 19:26 PDT) Name (Printed): Dr. Amie Miller, Psy.D., MFT

Title: Executive Director Date: _____

Participant:

Signed:  Lee Adams (Jun 30, 2025 23:03 PDT) Name (Printed): Lee Adams

Title: Chair, Board of Supervisors Date: _____

Signed:  Rhetta Vander Ploeg (Jul 8, 2025 10:59 PDT) Name (Printed): Rhetta Vander Ploeg

Title: County Counsel Date: _____

2/3

BUDGET BY FISCAL YEAR AND SPECIFIC BUDGET CATEGORY

COUNTY:

Sierra

EXPENDITURES

PERSONNEL COSTS (salaries, wages, benefits)		FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	TOTAL
1	Salaries		\$ 10,379	\$ 32,693	\$ 34,328	\$ 36,044	\$ 113,444
2	Direct Costs (Fringe @ 38%)		\$ 3,944	\$ 12,423	\$ 13,045	\$ 13,697	\$ 43,109
3	Indirect Costs	\$ -	\$ 3,581	\$ 11,279	\$ 11,843	\$ 12,435	\$ 39,138
4	Total Personnel Costs	\$ -	\$ 17,904	\$ 56,395	\$ 59,216	\$ 62,176	\$ 195,691
CONSULTANT COSTS/CONTRACTS		FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	TOTAL
11a	Direct Costs- CalMHSA SmartCare		\$ 575,215				\$ 575,215
11b	Direct Costs- RAND Evaluation		\$ 50,000				\$ 50,000
12	Indirect Costs						\$ -
13	Total Consultant Costs	\$ -	\$ 625,215	\$ -	\$ -	\$ -	\$ 625,215
OTHER EXPENDITURES (explain in budget narrative)		FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	TOTAL
14	CalMHSA Annual Support Contract			\$ 30,000	\$ 30,000	\$ 30,000	\$ 90,000
15							\$ -
16	Total Other Expenditures	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 90,000
EXPENDITURE TOTALS		FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	TOTAL
Personnel (total of line 1)		\$ -	\$ 10,379	\$ 32,693	\$ 34,328	\$ 36,044	\$ 113,444
Direct Costs (add lines 2, 5, and 11 from above)		\$ -	\$ 629,159	\$ 12,423	\$ 13,045	\$ 13,697	\$ 668,324
Indirect Costs (add lines 3, 6, and 12 from above)		\$ -	\$ 3,581	\$ 11,279	\$ 11,843	\$ 12,435	\$ 39,138
Non-recurring costs (total of line 10)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Expenditures (total of line 16)		\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 90,000
TOTAL INDIVIDUAL COUNTY INNOVATION BUDGET		\$ -	\$ 643,119	\$ 86,395	\$ 89,216	\$ 92,176	\$ 910,906
CONTRIBUTION TOTALS**		FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	TOTAL
County Committed Funds			\$ 640,252	\$ 90,218	\$ 90,218	\$ 90,218	\$ 910,906
Additional Contingency Funding for County-Specific Project Costs							\$ -
TOTAL COUNTY FUNDING CONTRIBUTION		\$ -	\$ 640,252	\$ 90,218	\$ 90,218	\$ 90,218	\$ 910,906

FY 25/26

Enclosure 11: MHS Component Allocation

Counties	Revised Need Based on Resources	Component Allocation Percentages	Component Allocation from Formula	High Funding from 2012-13	Revised Total Component Allocation	Component Allocation Percentages
Mariposa	0.0349%	0.0345%	\$672,795	\$1,690,289	\$2,363,084	0.066776%
Mendocino	0.2117%	0.2094%	\$4,081,111	\$4,003,307	\$8,084,419	0.228450%
Merced	0.8375%	0.8283%	\$16,145,161	\$11,704,672	\$27,849,833	0.786980%
Modoc	0.0172%	0.0170%	\$331,578	\$1,576,309	\$1,907,888	0.053914%
Mono	0.0251%	0.0248%	\$483,873	\$1,643,980	\$2,127,853	0.060129%
Monterey	1.2444%	1.2308%	\$23,989,300	\$18,642,749	\$42,632,049	1.204696%
Napa	0.2934%	0.2902%	\$5,656,108	\$5,355,734	\$11,011,842	0.311173%
Nevada	0.2133%	0.2110%	\$4,111,956	\$4,383,565	\$8,495,521	0.240067%
Orange	7.9815%	7.8940%	\$153,865,798	\$129,227,203	\$283,093,001	7.999633%
Placer	0.8861%	0.8764%	\$17,082,063	\$10,854,473	\$27,936,535	0.789430%
Plumas	0.0341%	0.0337%	\$657,373	\$2,277,145	\$2,934,518	0.082924%
Riverside	6.3194%	6.2501%	\$121,824,159	\$82,887,425	\$204,711,584	5.784734%
Sacramento	3.9007%	3.8579%	\$75,196,933	\$51,088,763	\$126,285,695	3.568578%
San Benito	0.1603%	0.1585%	\$3,090,232	\$3,177,893	\$6,268,125	0.177125%
San Bernardino	5.9236%	5.8587%	\$114,194,004	\$83,894,326	\$198,088,330	5.597574%
San Diego	8.3996%	8.3075%	\$161,925,848	\$130,287,099	\$292,212,947	8.257344%
San Francisco	1.8755%	1.8549%	\$36,155,523	\$29,515,647	\$65,671,170	1.855734%
San Joaquin	1.9447%	1.9234%	\$37,489,547	\$26,854,331	\$64,343,878	1.818228%
San Luis Obispo	0.6638%	0.6565%	\$12,796,607	\$10,831,970	\$23,628,577	0.667696%
San Mateo	1.7194%	1.7006%	\$33,146,257	\$25,939,396	\$59,085,654	1.669641%
Santa Barbara	1.3291%	1.3145%	\$25,622,130	\$18,464,034	\$44,086,164	1.245786%
Santa Clara	4.2298%	4.1834%	\$81,541,258	\$73,071,813	\$154,613,072	4.369052%
Santa Cruz	0.7928%	0.7841%	\$15,283,444	\$11,734,512	\$27,017,956	0.763473%
Shasta	0.4303%	0.4256%	\$8,295,239	\$7,717,345	\$16,012,584	0.452484%
Sierra	0.0056%	0.0055%	\$107,956	\$1,481,245	\$1,589,201	0.044908%
Siskiyou	0.1010%	0.0999%	\$1,947,058	\$2,753,283	\$4,700,341	0.132823%

$\text{\$1,589,201} \times .19 \text{ PEI} = 301,948 \text{ PEI}$
 $\text{\$1,589,201} \times .76 \text{ CSS} = 1,207,792 \text{ CSS}$
 $\text{\$1,589,201} \times .5 \text{ Inn} = 79,460 \text{ Inn}$
 $\text{\$1,589,201} \times .5 \text{ Innov} = 79,460 \text{ Innov}$

PEI 19%
8915672

Enclosure 11: MHSA Component Allocation						
Counties	Revised Need Based on Resources	Component Allocation Percentages	Component Allocation from Formula	High Funding from 2012-13	Revised Total Component Allocation	Component Allocation Percentages
	A	B	C	D	E	F
		A/Total	B*M73		C+D	E/Total
Alameda	3.8607%	3.8184%	\$74,425,821	\$56,874,162	\$131,299,983	3.710271%
Alpine	0.0022%	0.0022%	\$42,411	\$1,449,937	\$1,492,348	0.042171%
Amador	0.0732%	0.0724%	\$1,411,135	\$2,609,952	\$4,021,088	0.113628%
Berkeley City	0.3247%	0.3211%	\$6,259,357	\$4,818,938	\$11,078,295	0.313051%
Butte	0.5356%	0.5297%	\$10,325,192	\$9,302,296	\$19,627,488	0.554633%
Calaveras	0.0982%	0.0971%	\$1,893,080	\$2,822,094	\$4,715,175	0.133242%
Colusa	0.0482%	0.0477%	\$929,190	\$2,350,033	\$3,279,223	0.092665%
Contra Costa	2.6551%	2.6260%	\$51,184,499	\$36,128,254	\$87,312,754	2.467281%
Del Norte	0.0527%	0.0521%	\$1,015,940	\$2,473,633	\$3,489,574	0.098609%
El Dorado	0.3989%	0.3945%	\$7,689,916	\$6,465,200	\$14,155,117	0.399995%
Fresno	2.8941%	2.8624%	\$55,791,895	\$39,119,280	\$94,911,174	2.681997%
Glenn	0.0659%	0.0652%	\$1,270,407	\$2,487,004	\$3,757,412	0.106177%
Humboldt	0.3517%	0.3478%	\$6,780,004	\$5,737,297	\$12,517,300	0.353714%
Imperial	0.5123%	0.5067%	\$9,876,019	\$7,904,049	\$17,780,069	0.502429%
Inyo	0.0334%	0.0330%	\$643,879	\$1,677,407	\$2,321,286	0.065595%
Kern	2.5084%	2.4809%	\$48,356,445	\$33,761,589	\$82,118,034	2.320489%
Kings	0.3919%	0.3876%	\$7,554,972	\$6,641,795	\$14,196,767	0.401172%
Lake	0.1664%	0.1646%	\$3,207,827	\$3,290,568	\$6,498,395	0.183632%
Lassen	0.0552%	0.0546%	\$1,064,135	\$2,477,547	\$3,541,682	0.100081%
Los Angeles	26.8998%	26.6050%	\$518,569,091	\$454,123,204	\$972,692,296	27.486280%
Madera	0.4458%	0.4409%	\$8,594,045	\$6,956,340	\$15,550,385	0.439423%
Marin	0.5895%	0.5830%	\$11,364,266	\$9,012,048	\$20,376,314	0.575794%

Department of Health Care Services
 Mental Health Services Act
 Maximum CSS transfers
 Fiscal Year: 2025-26
 Reference: 9 CCR § 3420.10
 Description: Community Services and Supports (CSS) Account Transfers to Prudent Reserve, CFTN Account and WET Account
 For assistance, please contact MHSAs@dhs.ca.gov

A	B	C	D	E	F	G = B+C+D+E+F	H = G/5	I = H X 20%
County	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	Total ¹	5 Year Average	20% Max
Sierra	1,954,053.50	1,735,456.68	1,126,052.52	1,317,694.25	1,842,512.25	7,975,769.20	1,595,153.84	319,030.77



JENNIFER KENT
DIRECTOR

State of California—Health and Human Services Agency
Department of Health Care Services



EDMUND G. BROWN JR.
GOVERNOR

DATE: August 1, 2018

MHSUDS INFORMATION NOTICE NO.: 18-033

TO: COUNTY BEHAVIORAL HEALTH DIRECTORS
COUNTY DRUG & ALCOHOL ADMINISTRATORS
COUNTY AUDITORS OFFICE
COUNTY BEHAVIORAL HEALTH DIRECTORS ASSOCIATION OF CALIFORNIA
CALIFORNIA COUNCIL OF COMMUNITY BEHAVIORAL HEALTH AGENCIES
COALITION OF ALCOHOL AND DRUG ASSOCIATIONS
CALIFORNIA ASSOCIATION OF ALCOHOL & DRUG PROGRAM EXECUTIVES, INC.
CALIFORNIA ALLIANCE OF CHILD AND FAMILY SERVICES
CALIFORNIA OPIOID MAINTENANCE PROVIDERS
CALIFORNIA STATE ASSOCIATION OF COUNTIES

SUBJECT: MENTAL HEALTH SERVICES ACT: IMPLEMENTATION OF MENTAL HEALTH SERVICES FUND REVERSIONS AND REALLOCATIONS PURSUANT TO WELFARE AND INSTITUTIONS CODE SECTIONS 5892(h) and 5899.1

Background

Assembly Bill 114 (Chapter 38, Statutes of 2017) amended Welfare and Institutions Code (W&I) Sections 5892 (h) and 5899; and added Sections 5892.1 and 5899.1. W&I Section 5899.1(b) authorizes the Department of Health Care Services (DHCS) to implement, interpret, or make specific Sections 5892 (h), 5892.1, and 5899.1 of W&I by means of all county letters or other similar instructions. DHCS implemented W&I Section 5892.1 through Information Notice 17-059, which was released on December 28, 2017. The purpose of this Information Notice (IN) is to implement W&I Sections 5892 (h) and 5899.1(a).

FY 2019-20. Interest earned in a fiscal year is treated the same way as revenue received during that fiscal year for purposes of reversion. Any funds distributed to a county for CSS and PEI components that the county does not spend within five fiscal years will revert to the MHSF.⁴

A County with a population of less than 200,000 may transfer CSS funds to its CFTN component, WET component and prudent reserve within five fiscal years of receiving the funds (W&I Section 5892(b)). CSS funds a county does not transfer or spend within five fiscal years will be reverted. All transfers to the CFTN and WET are irrevocable.⁵

Counties with a Population of 200,000 or More - INN

Beginning with funds distributed in FY 2015-16, a county with a population of 200,000 or more must obtain approval from the Mental Health Services Oversight and Accountability Commission (MHSOAC) for an Innovative Project Plan to spend INN funds, including interest earned and allocated to the INN component, within three fiscal years of receiving those funds and earning the interest. In determining the three fiscal year period, the fiscal year that the SCO distributes the funds to the county, including funds withheld due to noncompliance, is the first fiscal year. For example, funds the SCO distributed to a county, including funds withheld due to noncompliance, in FY 2015-16 for the INN component are available to be included in an Innovative Project Plan in FY 2015-16, FY 2016-17, and FY 2017-18. INN funds not dedicated to an approved Innovative Project Plan within three fiscal years shall revert to the MHSF. Interest earned in a fiscal year will be treated the same way as revenue received during that fiscal year for purposes of reversion.⁶

Beginning with funds distributed in FY 2015-16, a county with a population of 200,000 or more that obtains approval from the MHSOAC for an Innovative Project Plan must spend the INN funds identified in that plan within three fiscal years of receiving the MHSOAC's approval, or within three fiscal years from the fiscal year in which the SCO distributed the funds to the county, whichever is later. In determining the three-year fiscal period, the fiscal year that the MHSOAC approves the county's plan or the fiscal year in which the SCO distributed the funds to the county, including funds withheld due to noncompliance, is the first fiscal year. The funds shall revert to the MHSF if a county fails to spend such funds within three fiscal years from receiving MHSOAC approval or within three fiscal years from the fiscal year in which the SCO distributed the funds to the county, including funds withheld due to noncompliance.⁷

⁴ Welf. & Inst. Code § 5892, subds. (f), (h)(3)

⁵ Welf. & Inst. Code § 5892, subds. (b), (f), (h)(3)

⁶ Welf. & Inst. Code § 5892, subds. (f), (h)(1), (2)

⁷ Welf. & Inst. Code § 5892, subd. (h)(2)



Permanent Local Housing Allocation (PLHA)
 Request for Funds

Last Revised: 7/01/2024

Instructions: Before filling out this form, ensure macros are enabled by clicking "Enable Content" on the yellow bar above or going to File-Options-Trust Center-Trust Center Settings, select Macro Settings from the left-hand menu and enable macros. All fillable cells in the first section of the RFF must be completed.

HCD Contract Number:	21-PLHA-17205	HCD SGM Rep Name:	Veronica Coronado
Project Name:	PCIRC Transitional Home Expansion	Request for Funds #:	2020
Project Address:	704 Mill Stree Loyalton, CA 96118	Preparer Name:	Sheryll Prinz-McMillan
Contractor Name:	Plumas Crisis Intervention and Resources (PciRC)	Preparer Title:	BH Director
Contractor Address:	591 Main Street	Preparer E-mail:	spinzmcmillan@sierracounty.ca.gov
Contractor City/State/Zip:	Quincy, CA 95971	Preparer Phone #:	530-993-6746
Type of Allocation:	Formula Allocation	Total Award Amount:	\$178,006.00
Allocation Year: <i>Please fill out a separate RFF if drawing from awards in more than one allocation year</i>	2020	Max Allowable Admin:	\$8,900.30

EXPENDITURE BREAKDOWN

Note: Contractor may request that grant funds awarded for a certain activity can be moved to another activity, but must request in writing and receive approval from HCD. Reallocations of more than 10% of funds among Activities require amendment of the Plan, with approval granted by the governing body at a publicly noticed public meeting. (pursuant to 2019 PLHA Final Guidelines §302(C)(5))

Instructions: In this section, fill out each applicable "award amount" and "total previously drawn" for the activities you have been awarded in your contract, even if you are not drawing for that particular activity in this RFF. The total for Administrative costs cannot exceed 5% of the total annual award.

Activity Name	2020 Award Amount	Total Previously Drawn	Draw Amount Requested This Period	Total Drawn to Date	Percent of Award Drawn	Award Remaining	HCD Approved Draw Amount
§301(a)(1). Predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is Affordable to Extremeley low-, Very low-, or Moderate-income households, including necessary Operating Subsidies.				\$0.00	#DIV/0!	\$0.00	
§301(a)(2). Predevelopment, development, acquisition, rehabilitation, and preservation of Affordable rental and ownership housing, including Accessory dwelling units (ADUs), that meets the needs of a growing workforce earning up to 120 percent of AMI, of 150 percent of AMI in high-cost areas.				\$0.00	#DIV/0!	\$0.00	
§301(a)(3). Matching portions of funds placed into Local or Regional Housing Trust Funds.				\$0.00	#DIV/0!	\$0.00	
§301(a)(4). Matching portions of funds available through the Low- and Moderate-income Housing Asset Fund pursuant to subdivision (d) of HSC Section 34176.				\$0.00	#DIV/0!	\$0.00	
§301(a)(5). Capitalized Reserves for Services connected to the preservation and creation of new Permanent supportive housing.	\$178,006.00		\$110,382.00	\$110,382.00	62%	\$67,624.00	
§301(a)(6) / §401(a)(2). Assisting persons who are experiencing or at-risk of homelessness (see §301(a)(6) and §401(a)(2) of the PLHA NOFA for conditions)				\$0.00	#DIV/0!	\$0.00	
§301(a)(7). Accessibility modifications in Lower-income Owner-occupied housing				\$0.00	#DIV/0!	\$0.00	
§301(a)(8). Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments				\$0.00	#DIV/0!	\$0.00	
§301(a)(9). Homeownership opportunities, including, but not limited to, down payment assistance.				\$0.00	#DIV/0!	\$0.00	
§301(a)(10). Fiscal incentives made by a county of a city within the county to incentivize approval of one or more affordable housing projects, or matching funds invested by a county in an Affordable housing development Project in a city within the county (see §301(10) of the PLHA NOFA for conditions)				\$0.00	#DIV/0!	\$0.00	
§401(a)(1) Development of new multifamily rental housing that is Affordable to households at or below 60 percent of AMI or substantial rehabilitation of multifamily rental housing that will be Affordable to households at or below 60 percent of AMI, but which is not currently restricted as Affordable Housing				\$0.00	#DIV/0!	\$0.00	

§301(a)(10)(b). Administrative Costs*				\$0.00	#DIV/0!	\$0.00	
TOTAL:	\$178,006.00	\$0.00	\$110,382.00	\$110,382.00	62%	\$67,624.00	

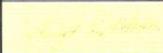
Please complete the pre-disbursement checklist and other relevant tabs to your project prior to certification

CERTIFICATION

**A Local government that receives an allocation shall use no more than 5 percent of the allocation for costs related to the administration of the Activity(ies) for which the allocation was made. Staff and overhead costs directly related to carrying out the eligible activities described in Section 301 are "activity costs" and not subject to the cap on "administrative costs." A Local government may share any funds available for administrative costs with entities that are administering its allocation.*

***Contractor agrees to deposit Grant funds in an interest-bearing checking or savings account insured by the federal or state government. All interest earned from the deposit of Grant funds shall be used for eligible Program activities and accounted for in the Contractor's annual report.*

****By signing this request, I certify to the best of my knowledge and belief that the request is true, complete, and accurate, and the expenditures, disbursements and cash receipts will be for the purposes and objectives set forth in the terms and conditions of the State award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812)*

Name of Authorized Person (per signed resolution)	Title of Authorized Person
Sheryll Prinz-McMillan	BH Director
Signature of Authorized Person	Date
	4/30/25
Name of Second Authorized Person (if applicable)	Title of Authorized Person
Signature of Authorized Person	Date

HCD USE ONLY

SGM Representative Printed Name	Representative Signature	Date
SGM Manager Printed Name	Manager Signature	Date

Advocates for Human Potential, Inc.

490-B Boston Post Road, Suite 100
Sudbury, MA 01776 3365

ROCKLAND TRUST
53-447/113

055722

CHECK DATE

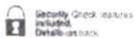
February 28, 2025

PAY Three Hundred Fifty Nine Thousand Eight Hundred Eight and 00/100 Dollars

AMOUNT \$359,808 00

County of Sierra - Sierra County Behavioral
704 Mill Street
PO Box 265
Loyalton, CA 96118

Dominic Mammone
AP
AUTHORIZED SIGNATURE



⑈055722⑈ ⑆011304478⑆ 2970002263⑈

Advocates for Human Potential, Inc.

490-B Boston Post Road, Suite 100
Sudbury, MA 01776 3365

Check Date: 2/28/2025

EMILY BUSINESS FORMS 800 232 6015 / 18-ON

055722

Invoice Number	Date	Voucher	Amount	Discounts	Previous Pay	Net Amount
7524 BHBH_878 Y111	2/18/2025	000000055576	\$359,808.00			\$359,808.00
County of Sierra - Sierra County Behavioral			TOTAL			\$359,808.00
Rockland Trust Operating	8	COSI961				

① 359,808
110,382 P.2

470,190

MAR 16 2025

SIERRA COUNTY MENTAL HEALTH
P.O. Box 517
LOYALTON, CA 96118
(530) 993-6720

CASH RECEIPT

Date March 6, 2025 004310

Received From Advocates for Human Potential

Address _____

For THREE hundred FIFTY-NINE thousand EIGHT hundred EIGHT \$359,808.00
Sierra County B. H Dept

ACCOUNT		HOW PAID	
AMT OF ACCOUNT		CASH	
AMT PAID	359,808.00	CHECK	359,808-
BALANCE DUE		MONEY ORDER	
		CREDIT CARD	

ck# 055722

By Sara Wilder



Overview

APPLICANT INFORMATION

County Name	Sierra County	Requesting maximum amount? Y/N	Y
Fiscal Contact Name and Email	Sean Epps, sepps@sierracounty.ca.gov	Total Funding Requested	\$ 1,090,326.00

BHBH FUNDING EXPENDITURE PLAN

ELIGIBLE USE CATEGORY	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27	TOTAL
Bridge Housing - Shelter/Interim Housing Programs	\$ -	\$ -	\$ -	\$ 342,391.02	\$ 177,968.00	\$ 520,359.02
Bridge Housing - Rental Assistance Program	\$ -	\$ -	\$ -	\$ 69,222.00	\$ 69,222.00	\$ 138,444.00
Bridge Housing - Auxiliary Services for Assisted Living	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Housing Navigation (including Participant Assistance & Owner Outreach/Mitigation)	\$ -	\$ -	\$ 18,798.72	\$ 139,596.02	\$ 138,491.02	\$ 296,885.76
County Behavioral Health Agency BHBH Program Implementation	\$ -	\$ -	\$ -	\$ 66,109.27	\$ -	\$ 66,109.27
Bridge Housing - Outreach and Engagement	\$ -	\$ -	\$ -	\$ 37,363.86	\$ 31,163.86	\$ 68,527.72
Start-up Infrastructure		\$ -				\$ -
Total	\$ -	\$ -	\$ 18,798.72	\$ 654,682.17	\$ 416,844.88	\$ 1,090,325.77
Total Number of Bed-Nights	0	0	0	5,110	5,110	10,220
Cost per Bed-Night (excluding Infrastructure)	#DIV/0!	#DIV/0!	#DIV/0!	\$ (128.12)	\$ (81.57)	\$ (106.69)
PERCENT OF BHBH FUNDS PER CATEGORY						
Fund Category	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27	TOTAL
Bridge Housing Operations	N/A	N/A	N/A	N/A	N/A	87.7%
County BHA Implementation	N/A	N/A	N/A	N/A	N/A	6.1%
Outreach and Engagement	N/A	N/A	N/A	N/A	N/A	6.3%
Bridge Housing Start-Up Infrastructure	N/A	N/A	N/A	N/A	N/A	0.0%

COMMENTS:

BOARD OF SUPERVISORS, COUNTY OF SIERRA, STATE OF CALIFORNIA

IN THE MATTER OF AUTHORIZING RECEIPT OF ONE-TIME
FUNDING TO INITIATE WHOLE PERSON CARE CAPACITY

RESOLUTION NO. 2020-008

WHEREAS, California's Whole Person Care Pilot Program coordinates health, behavioral health and social services in a patient-centered manner with the goal of improved beneficiary health and well-being.

WHEREAS, Low-income and/or Medi-CAL populations are more likely to experience a multitude of health, behavioral health, and social needs, requiring them to seek care across multiple and fragmented systems

WHEREAS, the need for a Whole Person Care approach arose due to unmet social, behavioral health, and health needs within vulnerable populations, and from the existing fragmentation of organization and financing of current health and human services systems.

WHEREAS, California has successfully worked with twenty-five (25) Whole Person Care Pilot programs to provide target populations with a range of comprehensive services and supports to address unmet needs and improve the quality and outcomes of high-risk populations.

WHEREAS, the 2019-20 Governor's Budget encourages additional counties to initiate Whole Person Care-like pilot capacity with a one-time funding allocation and multi-year spending authority through June 30, 2025 from the Mental Health Services Fund.

WHEREAS, the Department of Health Care Services (DHCS) will provide start-up funding to counties that are not currently participating in the state's Whole Person Care Pilot program based on a county's demonstration of interest and letters of support from local partners within the county.

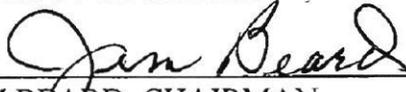
WHEREAS, the Department of Health Care Services (DHCS) has approved Sierra County's request for One-Time funding to Initiate Whole Person Care Capacity and has been allocated \$440,139.43.

NOW THEREFORE BE IT RESOLVED, the Sierra County Board of Supervisors authorizes receipt of one-time funding to initiate Whole Person Care Capacity.

ADOPTED by the Board of Supervisors of the County of Sierra, State of California on the 21st day of January, 2020, by the following vote:

AYES: Supervisors Adams, Huebner, Roen, Dryden, Beard
NOES: None
ABSTAIN: None
ABSENT: None

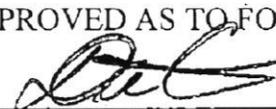
COUNTY OF SIERRA



JIM BEARD, CHAIRMAN
BOARD OF SUPERVISORS

ATTEST:


HEATHER FOSTER
CLERK TO THE BOARD

APPROVED AS TO FORM:


DAVID PRENTICE
COUNTY COUNSEL

MHSSA BUDGET MODIFICATION WORKSHEET - PROGRAM DEVELOPMENT (PD) AND PROGRAM OPERATIONS (PO)

(Whole Dollars)

Grantee: Sierra	Contract #: 21MHSOAC058
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Hired Staff: list title/classification		GY 2 8/1/24-7/31/25	GY 3 8/1/25-7/31/26	GY 4** 8/1/26-12/31/26	Total PD & All GYs
SCBH - Behavioral Health Coordinator	2,218	7,280	7,280	7,280	24,058
SCBH - Community Outreach Coordinator		1,479	1,479	1,479	4,436
SCBH - Child Psychologist	-	-	60,000	60,000	120,000
SPJUSD - School Services Liaison	-	19,700	19,700	19,700	59,100
Subtotal: Personnel Services Salaries	2,218	28,459	88,459	88,459	207,594

Add: Personnel Services Benefits	1,302	5,170	30,526	30,526	67,524
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Total Personnel Services (salaries & benefits)	3,520	33,629	118,984	118,984	275,117
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Hired Contractors or other non-staff: if applicable list individual title/classification	PD & GY 1*	GY 2	GY 3	GY 4	Total PD & All GYs
Behavior Analyst Contractor	34,852	52,800	52,800	52,800	193,252
TinyEYE	102,992	106,000	106,000	-	314,992
Peer Specialist	15,291	-	-	-	15,291
SPJUSD	16,458	-	-	-	16,458
MHSSA Project Planning Coordinator Assistant	12,877	-	-	-	12,877
SWAY (Sierra Wellness Advocacy for Youth)		14,000	14,000	14,000	42,000
					-
Total Contracted Services	182,469	172,800	172,800	66,800	594,869

Total Personnel and Contracted Services	185,989	206,429	291,784	185,784	869,986
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Other Costs: list non-staff and non-contracted items or services	PD & GY 1*	GY 2	GY 3	GY 4	Total PD & All GYs
Purchase art/activity supplies WC	-	5,000	5,000	5,000	15,000
Healthy food/supplies for WC	-	10,000	10,000	10,000	30,000
Trainings: Continuing Education, Cultural Awareness, Other		1,500	1,500	1,500	4,500
Data Collection & Submission Tech & Equipment	-	8,367	8,367	8,367	25,100
Purchase & Installation of Portable Unit as Wellness Center		450,000			450,000
Purchase of supplies, materials & equipment needed to finish & furnish interior of WC		15,000			15,000
					-
					-
					-
Total Other Costs	-	489,867	24,867	24,867	539,600

Total Program Costs before Indirect	185,989	696,296	316,651	210,651	1,409,586
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Indirect Costs	PD & GY 1*	GY 2	GY 3	GY 4	Total PD & All GYs
SCBH	-	26,103	26,103	26,103	78,309
SPJUSD	-	26,103	26,103	26,103	78,309
Total Indirect Costs	-	52,206	52,206	52,206	156,618
Total MHSSA Program Costs	FALSE	748,502	368,857	262,857	1,566,204

*This column should match, in whole dollars, the amounts listed on the AFR (actual costs incurred) for Program Development and GY1 Program

**Please note, Del Norte MHSSA contract term ends 12/31/26. The Commission is open to extending contracts to ensure 4 full years, if needed

SIERRA COUNTY

Expanded General Ledger - Unposted Transactions Included In Report

No SubDept Code

8915627 - Medi Cal Payments

From 7/1/2024 Through 6/30/2025

Account Short Title	Transaction Description	Account Code	Debit	Credit	Pin Code	Session ID	Effective Date
CASH	Opening Balance	1000	104,838.24				
CASH	Dept of Hlth Care Short - Doyle / Medi - Cal - NON PERI	1000	2,503.60			CR020330	10/23/2024
CASH	St of CA - Dept of Hlth Care Services Short - Doyle / Medi - Cal NON-PERI	1000	1,316.34			CR020246	9/25/2024
CASH	St of CA Dept of Hlth Care Services - Short-Doyle/ Medi-Cal Non-Peri	1000	1,659.86			CR020915	5/21/2025
CASH	St of CA - Short-Doyle / Medi-Cal NON-PERI	1000	575.10			CR020955	6/4/2025
CASH	St of CA - Dept. of Health Short -Doyle / Medi-Cal - Non-Peri	1000	805.14			CR020168	8/26/2024
CASH	St of CA Dept of Hlth Care Services - Short-Doyle/ Medi-Cal Non-Peri	1000	3,951.97			CR020915	5/21/2025
CASH	Dept of Hlth Care Services - Short - Doyle / Medi - Cal - NON-PERI	1000	1,137.42			CR020302	10/14/2024
CASH	St of CA Dept of Hlth Care Services - Short Doyle / Medi-Cal Non-Peri	1000	2,593.06			CR020230	9/18/2024
CASH	Dept of Hlth Care Services - NON - PERI	1000	4,453.83			CR020350	10/31/2024
CASH	St of CA - Dept of Hlth Care Services Short-Doyle / Medi-Cal NON-PERI	1000	4,043.59			CR020499	12/26/2024
CASH	ST of CA Dept of HLTH Care - Short-Doyle/Medi-Cal Non Peri	1000	1,705.92			CR020888	5/14/2025
CASH	Dept of Hlth Care Services - Short - Doyle / Medi - Cal NON-PERI MAR2025	1000	17,763.32			CR020768	3/31/2025
CASH	Dept. of Heath Care Services - Short-Doyle / Medi-Cal Non Peri 2025-03	1000	4,031.09			CR020997	6/18/2025

SIERRA COUNTY

Expanded General Ledger - Unposted Transactions Included In Report
 No SubDept Code
 8915627 - Medi Cal Payments
 From 7/1/2024 Through 6/30/2025

Account Short Title	Transaction Description	Account Code	Debit	Credit	Pin Code	Session ID	Effective Date
CASH	Dept of Hlth Care Short - Doyle / Medi - Cal Non-Peri	1000	5,373.99			CR020325	10/22/2024
CASH	Dept of Hlth Care Services - NON-Perinatal FY24/25	1000	5,207.85			CR020754	3/26/2025
CASH	St of CA Dept of Hlth Care Services - Short - Doyle / Medi - Cal NON-PERI	1000	2,388.58			CR020224	9/16/2024
CASH	Behavioral Health Subaccount FY2425	1000	22,277.82			CR020346	10/30/2024
	Transaction Total		81,788.48	0.00			
			186,626.72			Balance No Pin Code	
CASH	Current Balance	1000		18,963.01	9999999		
GRANTS	Current Balance	3032		85,875.23			
		Balance 8915627 - Medi Cal Payments	81,788.48				
		Balance No SubDept Code	81,788.48				

FY 25/26

Enclosure 11: MHSA Component Allocation

Counties	Revised Need Based on Resources	Component Allocation Percentages	Component Allocation from Formula	High Funding from 2012-13	Revised Total Component Allocation	Component Allocation Percentages
Mariposa	0.0349%	0.0345%	\$672,795	\$1,690,289	\$2,363,084	0.066776%
Mendocino	0.2117%	0.2094%	\$4,081,111	\$4,003,307	\$8,084,419	0.228450%
Merced	0.8375%	0.8283%	\$16,145,161	\$11,704,672	\$27,849,833	0.786980%
Modoc	0.0172%	0.0170%	\$331,578	\$1,576,309	\$1,907,888	0.053914%
Mono	0.0251%	0.0248%	\$483,873	\$1,643,980	\$2,127,853	0.060129%
Monterey	1.2444%	1.2308%	\$23,989,300	\$18,642,749	\$42,632,049	1.204696%
Napa	0.2934%	0.2902%	\$5,656,108	\$5,355,734	\$11,011,842	0.311173%
Nevada	0.2133%	0.2110%	\$4,111,956	\$4,383,565	\$8,495,521	0.240067%
Orange	7.9815%	7.8940%	\$153,865,798	\$129,227,203	\$283,093,001	7.999633%
Placer	0.8861%	0.8764%	\$17,082,063	\$10,854,473	\$27,936,535	0.789430%
Plumas	0.0341%	0.0337%	\$657,373	\$2,277,145	\$2,934,518	0.082924%
Riverside	6.3194%	6.2501%	\$121,824,159	\$82,887,425	\$204,711,584	5.784734%
Sacramento	3.9007%	3.8579%	\$75,196,933	\$51,088,763	\$126,285,695	3.568578%
San Benito	0.1603%	0.1585%	\$3,090,232	\$3,177,893	\$6,268,125	0.177125%
San Bernardino	5.9236%	5.8587%	\$114,194,004	\$83,894,326	\$198,088,330	5.597574%
San Diego	8.3996%	8.3075%	\$161,925,848	\$130,287,099	\$292,212,947	8.257344%
San Francisco	1.8755%	1.8549%	\$36,155,523	\$29,515,647	\$65,671,170	1.855734%
San Joaquin	1.9447%	1.9234%	\$37,489,547	\$26,854,331	\$64,343,878	1.818228%
San Luis Obispo	0.6638%	0.6565%	\$12,796,607	\$10,831,970	\$23,628,577	0.667696%
San Mateo	1.7194%	1.7006%	\$33,146,257	\$25,939,396	\$59,085,654	1.669641%
Santa Barbara	1.3291%	1.3145%	\$25,622,130	\$18,464,034	\$44,086,164	1.245786%
Santa Clara	4.2298%	4.1834%	\$81,541,258	\$73,071,813	\$154,613,072	4.369052%
Santa Cruz	0.7928%	0.7841%	\$15,283,444	\$11,734,512	\$27,017,956	0.763473%
Shasta	0.4303%	0.4256%	\$8,295,239	\$7,717,345	\$16,012,584	0.452484%
Sierra	0.0056%	0.0055%	\$107,956	\$1,481,245	\$1,589,201	0.044908%
Siskiyou	0.1010%	0.0999%	\$1,947,058	\$2,753,283	\$4,700,341	0.132823%

$\text{\$1,589,201} \times .19 \text{ PEI}$

 $301,948 \text{ PEI}$

$1,589,201$
 $.76 \text{ CSS}$

 $1,207,792$
 CSS

$1,589,201$
 $.5 \text{ Inn}$

 $79,460$
 Innov.



State of California—Health and Human Services Agency
Department of Health Care Services



EDMUND G. BROWN JR.
GOVERNOR

DATE: August 1, 2018

MHSUDS INFORMATION NOTICE NO.: 18-033

TO: COUNTY BEHAVIORAL HEALTH DIRECTORS
COUNTY DRUG & ALCOHOL ADMINISTRATORS
COUNTY AUDITORS OFFICE
COUNTY BEHAVIORAL HEALTH DIRECTORS ASSOCIATION OF CALIFORNIA
CALIFORNIA COUNCIL OF COMMUNITY BEHAVIORAL HEALTH AGENCIES
COALITION OF ALCOHOL AND DRUG ASSOCIATIONS
CALIFORNIA ASSOCIATION OF ALCOHOL & DRUG PROGRAM EXECUTIVES, INC.
CALIFORNIA ALLIANCE OF CHILD AND FAMILY SERVICES
CALIFORNIA OPIOID MAINTENANCE PROVIDERS
CALIFORNIA STATE ASSOCIATION OF COUNTIES

SUBJECT: MENTAL HEALTH SERVICES ACT: IMPLEMENTATION OF MENTAL HEALTH SERVICES FUND REVERSIONS AND REALLOCATIONS PURSUANT TO WELFARE AND INSTITUTIONS CODE SECTIONS 5892(h) and 5899.1

Background

Assembly Bill 114 (Chapter 38, Statutes of 2017) amended Welfare and Institutions Code (W&I) Sections 5892 (h) and 5899; and added Sections 5892.1 and 5899.1. W&I Section 5899.1(b) authorizes the Department of Health Care Services (DHCS) to implement, interpret, or make specific Sections 5892 (h), 5892.1, and 5899.1 of W&I by means of all county letters or other similar instructions. DHCS implemented W&I Section 5892.1 through Information Notice 17-059, which was released on December 28, 2017. The purpose of this Information Notice (IN) is to implement W&I Sections 5892 (h) and 5899.1(a).

FY 2019-20. Interest earned in a fiscal year is treated the same way as revenue received during that fiscal year for purposes of reversion. Any funds distributed to a county for CSS and PEI components that the county does not spend within five fiscal years will revert to the MHSF.⁴

A County with a population of less than 200,000 may transfer CSS funds to its CFTN component, WET component and prudent reserve within five fiscal years of receiving the funds (W&I Section 5892(b)). CSS funds a county does not transfer or spend within five fiscal years will be reverted. All transfers to the CFTN and WET are irrevocable.⁵

Counties with a Population of 200,000 or More - INN

Beginning with funds distributed in FY 2015-16, a county with a population of 200,000 or more must obtain approval from the Mental Health Services Oversight and Accountability Commission (MHSOAC) for an Innovative Project Plan to spend INN funds, including interest earned and allocated to the INN component, within three fiscal years of receiving those funds and earning the interest. In determining the three fiscal year period, the fiscal year that the SCO distributes the funds to the county, including funds withheld due to noncompliance, is the first fiscal year. For example, funds the SCO distributed to a county, including funds withheld due to noncompliance, in FY 2015-16 for the INN component are available to be included in an Innovative Project Plan in FY 2015-16, FY 2016-17, and FY 2017-18. INN funds not dedicated to an approved Innovative Project Plan within three fiscal years shall revert to the MHSF. Interest earned in a fiscal year will be treated the same way as revenue received during that fiscal year for purposes of reversion.⁶

Beginning with funds distributed in FY 2015-16, a county with a population of 200,000 or more that obtains approval from the MHSOAC for an Innovative Project Plan must spend the INN funds identified in that plan within three fiscal years of receiving the MHSOAC's approval, or within three fiscal years from the fiscal year in which the SCO distributed the funds to the county, whichever is later. In determining the three-year fiscal period, the fiscal year that the MHSOAC approves the county's plan or the fiscal year in which the SCO distributed the funds to the county, including funds withheld due to noncompliance, is the first fiscal year. The funds shall revert to the MHSF if a county fails to spend such funds within three fiscal years from receiving MHSOAC approval or within three fiscal years from the fiscal year in which the SCO distributed the funds to the county, including funds withheld due to noncompliance.⁷

⁴ Welf. & Inst. Code § 5892, subds. (f), (h)(3)

⁵ Welf. & Inst. Code § 5892, subds. (b), (f), (h)(3)

⁶ Welf. & Inst. Code § 5892, subds. (f), (h)(1), (2)

⁷ Welf. & Inst. Code § 5892, subd. (h)(2)

FY 25/26

Enclosure 11: MHSA Component Allocation

Counties	Revised Need Based on Resources	Component Allocation Percentages	Component Allocation from Formula	High Funding from 2012-13	Revised Total Component Allocation	Component Allocation Percentages
Mariposa	0.0349%	0.0345%	\$672,795	\$1,690,289	\$2,363,084	0.066776%
Mendocino	0.2117%	0.2094%	\$4,081,111	\$4,003,307	\$8,084,419	0.228450%
Merced	0.8375%	0.8283%	\$16,145,161	\$11,704,672	\$27,849,833	0.786980%
Modoc	0.0172%	0.0170%	\$331,578	\$1,576,309	\$1,907,888	0.053914%
Mono	0.0251%	0.0248%	\$483,873	\$1,643,980	\$2,127,853	0.060129%
Monterey	1.2444%	1.2308%	\$23,989,300	\$18,642,749	\$42,632,049	1.204696%
Napa	0.2934%	0.2902%	\$5,656,108	\$5,355,734	\$11,011,842	0.311173%
Nevada	0.2133%	0.2110%	\$4,111,956	\$4,383,565	\$8,495,521	0.240067%
Orange	7.9815%	7.8940%	\$153,865,798	\$129,227,203	\$283,093,001	7.999633%
Placer	0.8861%	0.8764%	\$17,082,063	\$10,854,473	\$27,936,535	0.789430%
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 $1,207,792$
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$1,589,201$
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 $79,460$
 Innov.

CREDIBLE

SUD/ODS SUPPLEMENTAL CLAIM TOTALS

COUNTY: [SIERRA]

Please prepare the applicable forms. We will not submit the files without them. Thank you.

CURRENT MONTH/YEAR: 07/25

MH MEDI-CAL

DOLLAR AMOUNT	CLAIMS	SERVICES
\$67,578.74	204	204

Please remember you do not print the Medi-Cal 837P.

You have the option of running and printing billing reports. You may proceed with running reports now.

BATCH INFORMATION:

File Name:

MH MEDI-CAL

CREDIBLE

SUD/ODS SUPPLEMENTAL CLAIM TOTALS

COUNTY: [SIERRA]

Please prepare the applicable forms. We will not submit the files without them. Thank you.

CURRENT MONTH/YEAR: 08/25

MH MEDI-CAL

DOLLAR AMOUNT	CLAIMS	SERVICES
\$65,476.67		

Please remember you do not print the Medi-Cal 837P

You have the option of running and printing billing reports. You may proceed with running reports now.

BATCH INFORMATION:

File Name:

MH MEDI-CAL

CREDIBLE

SUD/ODS SUPPLEMENTAL CLAIM TOTALS

COUNTY: [SIERRA]

Please prepare the applicable forms. We will not submit the files without them. Thank you.

CURRENT MONTH/YEAR: 09/25

MH MEDI-CAL

DOLLAR AMOUNT	CLAIMS	SERVICES
\$50,213.90		

Please remember you do not print the Medi-Cal 837P

You have the option of running and printing billing reports. You may proceed with running reports now.

BATCH INFORMATION:

File Name:

MH MEDI-CAL

State of California - Health and Human Services Agency DHCS

Version 1.7
ICR 25.00%

SUBG Allocation Sheet SFY 2025-26

County

Set Aside	SFY 2025-26	
Discretionary*	\$	342,367.00
Perinatal	\$	-
Adolescent/Youth	\$	-
40% SSP Allowance**	\$	136,946.80
Total	\$	342,367.00

Important notes:

*Discretionary Set-Aside funds. **Counties may allocate Discretionary funds toward Prevention programs that are approved through the Prevention Youth Branch (PYB) Team.**

The 40% SSP Allowance is not additional set aside funds. **Counties may allocate up to 40% of their SUBG Discretionary funds for SSP activities.

MHBG Allocation Sheet SFY 2024-26

County

SFY

Set Aside	Amount
Base Allocation	\$ 68,454.00
Dual Diagnosis Set-Aside	\$ 317.00
First Episode Psychosis Set-Aside	\$ 111,786.00
Children's System of Care Set-Aside	\$ -
Integrated Services Agency Set-Aside	\$ -
Total Proposed Allocation	\$ 180,557.00



INDIRECT COST RATE CERTIFICATION

LOCAL AGENCY: County of Sierra

STATE FISCAL YEAR: 2023-2024

INDIRECT COST RATE: 25%

Indirect Cost Rate Type Used

- 10 Percent *de minimis*
- Negotiated Final Rate
- Federal Indirect Cost Rate (include copy)

Methodology Type Used

- Simplified Method
- Multiple Allocation Base Method

Distribution Base Used

- Modified Total Direct Cost
- Direct Salaries/Wages
- Direct Salaries/Wages/Fringe Benefits
- Facilities and Administration (F&A)

CERTIFICATION OF INDIRECT COSTS

I, the undersigned, certify that I have reviewed the indirect cost rate proposal prepared and retained by our agency and to the best of my knowledge and belief:

1. All costs included in the proposal to establish billing for indirect costs for the state fiscal year identified above, are allowable in accordance with the requirements of the Federal award(s) to which they apply and the provisions of Title 45 Code of Federal Regulations (CFR) Part 75.
2. All costs included in the retained proposal are properly allocable to Federal awards on the basis of a beneficial or contributory relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements. Costs have been accounted for consistently and indirect costs have not also been claimed as direct costs. The pass-through entity will be notified of any accounting changes that would affect the negotiated rate.
3. Agency does not currently have a negotiated indirect cost rate agreement (NICRA) from a federal awarding agency or pass-through entity.
4. Agency has received less than \$35 million in direct federal funding for the fiscal year requested.

I declare that the foregoing is true and correct.

Signature: *Sheryll Prinz-McMillan*
 Name of Official: Sheryll Prinz- McMillan, LMFT
 Title: Sierra County Administrative Director of Behavioral Health
 *(Must be executive or equivalent of agency)

Date: 8/17/23
 Email: sprinzmcmillan@sierraocounty.ca.gov
 Telephone No.: _____

Signature: *Janie Dikes*
 Name of Official: Janie Dikes
 Title: Sierra County HHS Financial Officer
 *(Must be financial officer or equivalent of agency)

Please scan and submit to the DHCS CSD inbox
ICRcertification@dhcs.ca.gov annually by December 31.

**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

MEETING DATE: DEPARTMENT: PHONE NUMBER: REQUESTED BY:	TYPE OF AGENDA ITEM: REGULAR CONSENT TIMED SUPPORTIVE DOCUMENT ATTACHED: RESOLUTION MEMO AGREEMENT OTHER _____
AGENDA ITEM:	
BACKGROUND INFORMATION:	
FUNDING SOURCE: GENERAL FUND IMPACT:	OTHER FUND: AMOUNT: \$
ARE ADDITIONAL PERSONNEL REQUIRED? YES NO TYPE OF EMPLOYEE	IS THIS ITEM ALLOCATED IN THE BUDGET? YES NO IS A BUDGET TRANSFER REQUIRED? YES NO
SPACE BELOW FOR CLERK'S USE	
BOARD ACTION: APPROVED APPROVED AS AMENDED ADOPTED ADOPTED AS AMENDED DENIED OTHER NO ACTION TAKEN	SET PUBLIC HEARING FOR: _____ DIRECTION TO: _____ REFERRED TO: _____ CONTINUED TO: _____ AUTHORIZATION GIVEN TO: _____
BOARD VOTE: BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2026- _____ AGREEMENT 2026- _____ ORDINANCE _____
COMMENTS:	

CLERK OF THE BOARD

DATE

**SIERRA COUNTY BOARD OF SUPERVISORS'
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BOARD VOTE: BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2026- _____ AGREEMENT 2026- _____ ORDINANCE _____
COMMENTS:	

CLERK OF THE BOARD

DATE

LASSEN RENTS, Inc.

P.O. Box 270684
Susanville, CA 96127
530-257-3865

1-25-2026

Quote 26-025

To: Sierra County
P.O. Box 476
Downieville, CA 95936
Attn: Billy Epps
bepps@sierracounty.ca.gov

Subject: 20' Office Container Quote

20' Standard, One Trip Office Container (20' Long X 8' Wide X 8.5' Tall).

Included: Insulation on all walls and ceiling. 4 electrical receptacles with 2 plug-ins each, 2-4' ceiling lights with light switch. 32" walk-in man door with easy open handicap lever, locking handle and dead bolt lock. Drip guard installed above door. 2-dual pane windows with EZ open half and fold down exterior metal covers with locking device. 50 Amp electrical panel. Heater/AC with remote control mounted in solid end of container. Interior paneling. Cargo doors are left in operating condition for storage needs.

Delivery to Sierra County included.

Purchase each	\$ 18,500.00
CA Sales Tax 7.25%	<u>1,341.25</u>
Total	\$ 19,841.25

Quote is good until 2-23-2026

CA Certified Small Business #1791815.
I would appreciate your business.



Terry Mallery

BOARD OF SUPERVISORS, COUNTY OF SIERRA, STATE OF CALIFORNIA

**IN THE MATTER OF AUTHORIZING
THE AUDITOR TO MAKE CERTAIN CHANGES TO
THE 2025-2026 FINAL BUDGET TO
PURCHASE 20' HIGH OFFICE CONTAINER TO BE USED
FOR A GUARD SHACK AT THE LOYALTON TRANSFER STATION**

RESOLUTION 2026-_____

BE IT RESOLVED by the Sierra County Board of Supervisors, that payment to Lassen Rents, Inc. in the amount of \$19,841.25 for purchase of 20' Standard, One Trip Office Container (20' long x 8' wide x 8.5' tall) utilizing Cal Recycling Grant funds is hereby approved.

BE IT FURTHER RESOLVE that the Auditor is hereby authorized to make the following budget changes to the 2025-2026 Final Budget:

Decrease	0430000-6040-8995	Solid Waste Grants	\$20,000.00
Increase	0430000-6040-8963	Fixed Asset Other	\$20,000.00

BE IT FURTHER RESOLVED that the Auditor is authorized to make payment upon submittal of payment request for this quote.

ADOPTED by the Board of Supervisors of the County of Sierra on the 17th day of February 2026, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

COUNTY OF SIERRA

PAUL ROEN, CHAIR
BOARD OF SUPERVISORS

ATTEST:

APPROVED AS TO FORM:

HEATHER FOSTER
CLERK OF THE BOARD

ANDREW PLETT
COUNTY COUNSEL

**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

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BOARD VOTE: BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2026- _____ AGREEMENT 2026- _____ ORDINANCE _____
COMMENTS:	

CLERK OF THE BOARD

DATE



SIERRA COUNTY BOARD OF SUPERVISORS

APPLICATION FOR MEMBERSHIP ON ADVISORY BOARD, COMMISSION OR SPECIAL DISTRICT

FILED SIERRA COUNTY CLERK

JAN 29 2026

BY HEATHER FOSTER DEPUTY (Signature)

PLEASE PRINT OR TYPE:

APPLICATION FOR MEMBERSHIP ON: Solid Waste Task Force Committee (NAME OF BOARD/COMMISSION/DISTRICT)

FILING DEADLINE (AS LISTED ON VACANCY LISTING):

NAME: Sue McIlroy EMAIL: councilwomen smcilroy@g.mair.com

RESIDENCE ADDRESS: 401 Meeker St Loyalton CA 96118

MAILING ADDRESS: P.O. Box 1024 Loyalton CA 96118

PHONE NUMBERS: HOME: 775-622-6185 BUSINESS/CELL:

IN WHICH SUPERVISORIAL DISTRICT DO YOU RESIDE?

TIMES YOU ARE AVAILABLE FOR MEETINGS? DAYS: No Fridays TIMES: any

EMPLOYMENT EXPERIENCE:

CVIS - Highway Patrol - 33 years
Loyalton City Council 2.5 years so far

ORGANIZATION AND COMMUNITY EXPERIENCE:

Little League
started food Bank Loyalton - ran 10 years from my house

OTHER EXPERIENCE WHICH YOU FEEL WOULD BE HELPFUL TO BRING TO THE ATTENTION OF BOARD MEMBERS IN MAKING THIS APPOINTMENT:

willing to go to meetings

EDUCATION (INCLUDE HIGH SCHOOL, COLLEGE AND/OR UNIVERSITY, AND GRADUATE STUDY):

High school & different college courses

WHY WOULD YOU LIKE TO BE APPOINTED?

To know what is going and input

A RESUME CONTAINING OTHER PERTINENT INFORMATION ABOUT YOURSELF WOULD BE HELPFUL TO THE BOARD MEMBERS IN EVALUATING YOUR APPLICATION.

DATE: Jan 28 2006


SIGNATURE

APPLICATION MUST BE FILED WITH THE CLERK OF THE BOARD OF SUPERVISORS:
100 COURTHOUSE SQUARE, RM 11/P.O. BOX D, DOWNIEVILLE, CA 95936
CLERK-RECORDER@SIERRACOUNTY.CA.GOV

APPLICATION MAY BE SIGNED ELECTRONICALLY VIA ADOBE SIGN IN ACCORDANCE WITH THE COUNTY'S ELECTRONIC SIGNATURE POLICY AND WILL BE ACCEPTED IN LIEU OF AN ORIGINAL SIGNATURE.

MEMBERS OF THIS ADVISORY BOARD/COMMISSION/SPECIAL DISTRICT ARE:

REQUIRED ARE NOT REQUIRED to file a Statement of Economic Interests with the County Clerk. If you should have any questions as to what this might involve, please call the County Clerk's office at (530) 289-3295.

USE TEXT BOX BELOW TO ADD ANY ADDITIONAL INFORMATION THAT DID NOT FIT ON FIRST PAGE.



Sierra County Clerk's Office
100 Courthouse Square, Rm 11
P.O. Drawer D
Downieville, CA 95936
clerk-recorder@sierracounty.ca.gov
P: 530-289-3295
F: 530-289-2830

BOARDS, COMMISSIONS AND SPECIAL DISTRICT LISTING OF ALL VACANCIES

Applications may be obtained from the Sierra County Clerk's Office at the above address or online at www.sierracounty.ca.gov

Name	Position	Term Expiration Date
Airport Advisory Committee	Public Member (2 Positions)	N/A
Area 4 Agency on Aging Advisory Council	Member (3 Positions)	3 Year Term
Area 4 Agency Governing Board	Council Member	1 Year Term
Cemetery District #3	Trustee	2025
Cemetery District #5	Trustee	4 Year Term
Developmental Disabilities Area Board 3	General Public	N/A
Juvenile Justice Coordinating Council	Nonprofit Comm Based Organization	N/A
Lassen Plumas Sierra Community Action Agency	Low Income	N/A
Nevada Sierra Regional In-Home Support Services	Sierra County Member	2 Year Term
Nevada Sierra Regional In-Home Support Services	Sierra County Member	1 Year Term
Open Space Screening Committee	Rancher (1 Position)	1 Year Term
Open Space Screening Committee	Public Member	1 Year Term
Sierra County Solid Waste Task Force	Public Member	N/A
Sierra County Water Resources Committee	Member (2 Positions)	N/A
Sierra County (Calpine) Waterworks District #1	Director	4 Year Term
Sierra County Children and Families Commission	Commissioner	N/A
Sierra County Fire Protection District #1	Director	4 Year Term

Committee Name	Member Name	Position	Term Expiration Date
Sierra County Solid Waste Task Force	ROEN, PAUL (ASSIGNED)	BOS REPRESENTATIVE - CHAIR	N/A
Sierra County Solid Waste Task Force	DAVEY, BRYAN (DIRECTOR OF TRANSPORTAION))	TRANSPORTATION DIRECTOR	N/A
Sierra County Solid Waste Task Force	LEBLANC, TERRY (ASSIGNED)	BOS REPRESENTATIVE	N/A
Sierra County Solid Waste Task Force	MARKUM, JOY (CITY MAYOR	LOYALTON CITY CNCL (MAYOR)	N/A
Sierra County Solid Waste Task Force	ROSS, RICHARD (OPERATING HAULER)	REFUSE HAULER - PRVT	N/A
Sierra County Solid Waste Task Force	BEALS, TIM (PUBLIC)	PUBLIC MEMBER REP	N/A
Sierra County Solid Waste Task Force	VACANT (PUBLIC)	PUBLIC MEMBER REP	N/A

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CLERK OF THE BOARD

DATE

**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

MEETING DATE: DEPARTMENT: PHONE NUMBER: REQUESTED BY:	TYPE OF AGENDA ITEM: REGULAR CONSENT TIMED SUPPORTIVE DOCUMENT ATTACHED: RESOLUTION MEMO AGREEMENT OTHER _____
AGENDA ITEM:	
BACKGROUND INFORMATION:	
FUNDING SOURCE: GENERAL FUND IMPACT:	OTHER FUND: AMOUNT: \$
ARE ADDITIONAL PERSONNEL REQUIRED? YES NO TYPE OF EMPLOYEE	IS THIS ITEM ALLOCATED IN THE BUDGET? YES NO IS A BUDGET TRANSFER REQUIRED? YES NO
SPACE BELOW FOR CLERK'S USE	
BOARD ACTION: APPROVED APPROVED AS AMENDED ADOPTED ADOPTED AS AMENDED DENIED OTHER NO ACTION TAKEN	SET PUBLIC HEARING FOR: _____ DIRECTION TO: _____ REFERRED TO: _____ CONTINUED TO: _____ AUTHORIZATION GIVEN TO: _____
BOARD VOTE: BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2026- _____ AGREEMENT 2026- _____ ORDINANCE _____
COMMENTS:	

CLERK OF THE BOARD

DATE

**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

MEETING DATE: DEPARTMENT: PHONE NUMBER: REQUESTED BY:	TYPE OF AGENDA ITEM: REGULAR CONSENT TIMED SUPPORTIVE DOCUMENT ATTACHED: RESOLUTION MEMO AGREEMENT OTHER _____
AGENDA ITEM:	
BACKGROUND INFORMATION:	
FUNDING SOURCE: GENERAL FUND IMPACT:	OTHER FUND: AMOUNT: \$
ARE ADDITIONAL PERSONNEL REQUIRED? YES NO TYPE OF EMPLOYEE	IS THIS ITEM ALLOCATED IN THE BUDGET? YES NO IS A BUDGET TRANSFER REQUIRED? YES NO
SPACE BELOW FOR CLERK'S USE	
BOARD ACTION: APPROVED APPROVED AS AMENDED ADOPTED ADOPTED AS AMENDED DENIED OTHER NO ACTION TAKEN	SET PUBLIC HEARING FOR: _____ DIRECTION TO: _____ REFERRED TO: _____ CONTINUED TO: _____ AUTHORIZATION GIVEN TO: _____
BOARD VOTE: BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2026- _____ AGREEMENT 2026- _____ ORDINANCE _____
COMMENTS:	

CLERK OF THE BOARD

DATE

**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

<p>MEETING DATE: 2/17/2026</p> <p>DEPARTMENT: Behavioral Health Department</p> <p>PHONE NUMBER: 530-993-6717</p> <p>REQUESTED BY: Sheryll Prinz-McMillan</p>	<p>TYPE OF AGENDA ITEM:</p> <p><input type="checkbox"/> REGULAR <input checked="" type="checkbox"/> CONSENT <input type="checkbox"/> TIMED</p> <hr/> <p>SUPPORTIVE DOCUMENT ATTACHED:</p> <p><input type="checkbox"/> RESOLUTION <input type="checkbox"/> MEMO</p> <p><input type="checkbox"/> AGREEMENT OTHER <u>proposal and estimate</u></p>
<p>AGENDA ITEM:</p> <p>Authorization to purchase office and clinical furniture items from Uplift Desk in an amount of \$7,149.28 and Office Chairs USA in an amount of \$18,286.94 for a total not to exceed \$25,436.22 plus tax for the new Behavioral Health Clinic. (BEHAVIORAL HEALTH)</p>	
<p>BACKGROUND INFORMATION:</p> <p>The Behavioral Health Building's construction is almost complete. This furniture order is needed to complete the clinic.</p>	
<p>FUNDING SOURCE: 0515670</p> <p>GENERAL FUND IMPACT: NO <input type="checkbox"/></p>	<p>OTHER FUND: NA</p> <p>AMOUNT: \$ 25,436.22 N/A</p>
<p>ARE ADDITIONAL PERSONNEL REQUIRED?</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>TYPE OF EMPLOYEE NONE</p>	<p>IS THIS ITEM ALLOCATED IN THE BUDGET?</p> <p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>IS A BUDGET TRANSFER REQUIRED?</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>
<p>SPACE BELOW FOR CLERK'S USE</p>	
<p>BOARD ACTION:</p> <p><input type="checkbox"/> APPROVED <input type="checkbox"/> APPROVED AS AMENDED</p> <p><input type="checkbox"/> ADOPTED <input type="checkbox"/> ADOPTED AS AMENDED</p> <p><input type="checkbox"/> DENIED <input type="checkbox"/> OTHER</p> <p><input type="checkbox"/> NO ACTION TAKEN</p>	<p>SET PUBLIC HEARING FOR:</p> <p>_____</p> <p>DIRECTION TO: _____</p> <p>REFERRED TO: _____</p> <p>CONTINUED TO: _____</p> <p>AUTHORIZATION GIVEN TO: _____</p>
<p>BOARD VOTE: <input type="checkbox"/> BY CONSENSUS</p> <p>AYES:</p> <p>ABSTAIN:</p> <p>NOES:</p> <p>ABSENT:</p>	<p>RESOLUTION 2026-_____</p> <p>AGREEMENT 2026-_____</p> <p>ORDINANCE _____</p>
<p>COMMENTS:</p> 	

CLERK OF THE BOARD

DATE

Bill To

Robert Szopa
Sierra County Behavioral Health
704 Mill St
Loyalton CA 96118
United States
Phone: 530-993-6746
Email: rszopa@sierracounty.ca.gov

Ship To

Robert Szopa
Sierra County Behavioral Health
704 Mill St
Loyalton CA 96118
United States
Phone: 5309936746

Quote Date	Shipping Method
01/28/2026	Free Freight Delivery

Qty	Item	Price Per Unit	Total
1	PARENT-UPL931-STA-72x60 UPLIFT L-Shaped Custom Laminate Standing Desk, 3-Leg Desktop Style cl-sta > Sterling Ash - Custom Laminate 1.19" 7995-38 (+\$60.00) Desktop Size 72x60 > 72"Mx60"R (+\$150.00) Return Side R-shape > Return on Right Side Frame Color & Type black-com-3 > V2-Commercial C-Frame - Black	\$1,290.00	\$1,290.00
1	TOP951-72x30-STA Custom Laminate Desktop - Sterling Ash with Sterling Ash Edge [7995-38] - 72" x 30"	\$0.00	\$0.00
1	TOP951-30x27.5-STA Custom Laminate Desktop - Sterling Ash with Sterling Ash Edge, perpendicular/vertical Grain [7995-38] - 30" x 27.5"	\$0.00	\$0.00
2	PDC019B Power Grommet with USB [Black]	\$34.50	\$69.00
1	F650B V2-Commercial L-Shaped Standing Desk Frame, Box 1 [Black]	\$334.50	\$334.50
1	F651B V2-Commercial L-Shaped Standing Desk Frame, Box 2 [Black]	\$334.50	\$334.50
1	FRM602B V2-Commercial 2-Leg Frame - Feet & Side Brackets, C27 [Black]	\$100.00	\$100.00
1	FRM604B V2-Commercial Frame Crossbar [Black]	\$60.00	\$60.00
1	FRM172B Basic Display Angled Keypad [Black]	\$0.00	\$0.00
1	MAT016 Standing Desk Mat	\$0.00	\$0.00

Qty	Item	Price Per Unit	Total
1	PRM006B Austin Tumbler [Black]	\$0.00	\$0.00
1	ACC077B Clamp-On Cup Holder [Black]	\$0.00	\$0.00
1	STR009-GRY Desk Organizer Set [Gray]	\$0.00	\$0.00
1	TOP912-46x24-STA Custom Laminate Desktop - Sterling Ash with Sterling Ash edge [7995-38] - 46" x 24" Desktop Style cl-sta > Sterling Ash - Custom Laminate 1.19" 7995-38 (+\$40.00) Desktop Size 42x24 > 46" x 24" (+\$50.00) Frame Color v3-black-c-24 > V3 C-Frame 24" feet - Black	\$420.00	\$420.00
2	PDC019B Power Grommet with USB [Black]	\$34.50	\$69.00
1	FV3-200B V3 2-Leg Standing Desk Frame, Core Components, Box 1 of 2 [Black]	\$369.00	\$369.00
1	FV3-C24B V3 2-Leg Standing Desk Frame, Feet & Side Brackets, C24, Box 2 of 2 [Black]	\$100.00	\$100.00
1	FRM172B Basic Display Angled Keypad [Black]	\$0.00	\$0.00
1	MAT016 Standing Desk Mat	\$0.00	\$0.00
1	PRM006B Austin Tumbler [Black]	\$0.00	\$0.00
1	ACC077B Clamp-On Cup Holder [Black]	\$0.00	\$0.00
1	STR009-GRY Desk Organizer Set [Gray]	\$0.00	\$0.00
1	PARENT-UPL962 UPLIFT Conference Table, 42" Wide Tabletop Style bamboo > Bamboo 1" Table Leaf leaf-conference > Show the included 12" leaf installed Frame Color & Type KIT-F491-F492-PPC-black > 4-Leg Seated Height Table Frame - Black	\$1,199.00	\$1,199.00
2	TOP371-CONF-MAIN-48X42 Bamboo Conference Table Main - 48" x 42"	\$0.00	\$0.00

Qty	Item	Price Per Unit	Total
1	TOP371-CONF-LEAF-12X42 Bamboo Conference Table Leaf - 42" x 12"	\$0.00	\$0.00
1	KITGROMMET-none No Grommets	\$0.00	\$0.00
1	F491B Seated Height Conference Table Frame, Box 1 [Black]	\$0.00	\$0.00
1	F492B Seated Height Conference Table Frame, Box 2 [Black]	\$0.00	\$0.00
1	FRM583B V2 4-Leg Conference Table Frame, Long Feet (Qty 2) [Black]	\$0.00	\$0.00
1	TOP371-48x24-G Bamboo Desktop - 48" x 24" rectangular [with grommets] Desktop Style bamboo > Bamboo - Bamboo 1" (+\$100.00) Desktop Size 48x24 > 48" x 24" (+\$60.00) Frame Color v3-black-c-24 > V3 C-Frame 24" feet - Black	\$290.00	\$290.00
2	PDC019B Power Grommet with USB [Black]	\$34.50	\$69.00
1	FV3-200B V3 2-Leg Standing Desk Frame, Core Components, Box 1 of 2 [Black]	\$369.00	\$369.00
1	FV3-C24B V3 2-Leg Standing Desk Frame, Feet & Side Brackets, C24, Box 2 of 2 [Black]	\$100.00	\$100.00
1	FRM172B Basic Display Angled Keypad [Black]	\$0.00	\$0.00
1	MAT016 Standing Desk Mat	\$0.00	\$0.00
1	PRM006B Austin Tumbler [Black]	\$0.00	\$0.00
1	ACC077B Clamp-On Cup Holder [Black]	\$0.00	\$0.00
1	STR210BM Bamboo Desk Organizer Set [Natural]	\$9.00	\$9.00
1	MW-STR029 MoPac Wardrobe by UPLIFT Desk Laminate Color STR029AG > Ash Gray MoPac Wardrobe Base BUNDLE-STR034B-W1S > MoPac Base - Black (+\$129.00)	\$699.00	\$699.00

Qty	Item	Price Per Unit	Total
1	OPTION-MOPAC-W-HANDLE-B MoPac Wardrobe Handles with Hardware [Black]	\$0.00	\$0.00
1	STR029-HDW MoPac Wardrobe (Hardware)	\$0.00	\$0.00
2	ACC091B MoPac Wardrobe Handle (Qty 1) [Black]	\$0.00	\$0.00
1	STR126AG MoPac Cabinet [Ash Gray]	\$58.78	\$58.78
1	STR126-HDW MoPac Cabinet [Hardware]	\$0.00	\$0.00
2	ACC090B MoPac Cabinet Handle (Qty 1) [Black]	\$0.00	\$0.00
1	ACC084B MoPac Stacking Brackets (Qty 2) [Black]	\$0.00	\$0.00
1	STR029AG1 MoPac Wardrobe (1 of 2) [Ash Gray]	\$87.11	\$87.11
1	STR029AG2 MoPac Wardrobe (2 of 2) [Ash Gray]	\$87.11	\$87.11
1	STR034B MoPac Base [Black]	\$129.00	\$129.00
1	TOP912-68x30-STA Custom Laminate Desktop - Sterling Ash with Sterling Ash edge [7995-38] - 68" x 30" Desktop Style cl-sta > Sterling Ash - Custom Laminate 1.19" 7995-38 (+\$40.00) Desktop Size 68x30 > 68" x 30" (+\$215.00) Frame Color v3-black-c-30 > V3 C-Frame 27.5" feet - Black	\$685.00	\$685.00
2	PDC019B Power Grommet with USB [Black]	\$34.50	\$69.00
1	FV3-200B V3 2-Leg Standing Desk Frame, Core Components, Box 1 of 2 [Black]	\$369.00	\$369.00
1	FV3-C27B V3 2-Leg Standing Desk Frame, Feet & Side Brackets, C27, Box 2 of 2 [Black]	\$100.00	\$100.00
1	FRM172B Basic Display Angled Keypad [Black]	\$0.00	\$0.00

Qty	Item	Price Per Unit	Total
1	MAT016 Standing Desk Mat	\$0.00	\$0.00
1	PRM006B Austin Tumbler [Black]	\$0.00	\$0.00
1	ACC077B Clamp-On Cup Holder [Black]	\$0.00	\$0.00
1	STR009-GRY Desk Organizer Set [Gray]	\$0.00	\$0.00
1	TR-InfoEmail Yes, send me information to book a Tasker	\$0.00	\$0.00

Subtotal	\$7,466.00
Shipping	\$0.00
Discount	\$-800.00
Estimated Tax	\$483.28
Total	\$7,149.28

Thank you for the opportunity to provide this quote. Please let us know if you have any questions by replying to this email.

Prepared for:

Sierra County Behavioral Health
 Robert Szopa
 rszopa@sierracounty.ca.gov
 5309936746

Quoted by: Tyler Hookanson
Valid until: February 11th 2026
Created Date: January 28th 2026

Ship To:

704 Mill St
 Loyalton, California 96118

Notes:

Hello Robert,

Discount is applied and shipping is free. This order ships and delivers to California in about two weeks. We would also be happy to accept a purchase order from your organization. Please let me know if you need anything else. Thank you!

*CA sales tax will apply at checkout.

Tyler Hookanson

tyler@officechairsusa.com

Phone: 888.355.4999 (Mon-Fri 8:30-5:30 EST)

OfficeChairsUSA.com, a division of Sheehans Office Interiors, Inc.

Family-owned and operated, women-owned business

524 Park Ave Portsmouth, RI 02871

Fed. Tax ID#: 05-0370737

	Unit Price	Qty	Extended
 <p>AMQ Black Zilo Ergonomic Task Chair AMQ-ZILO-BLK Upholstery: Grade 1 Buzz Black Mesh: Black AR02 Optional Arm: 3-Way Adjustable (+\$75) Base Option: Nylon Base to Match Frame Back Height: Mid Back Special Services: Commercial Zone Partial Assembly Required (RTA)</p>	470.00	x 19	8,930.00
	-32.90		-625.10
	437.10		8,304.90
 <p>Lesro Avon Square Cafe Table LSR-AV6130 Top Size: 30"W x 30"L Base Height: 30" Top Finish: Graphite Twill Frame Finish: Black Edge Style: Edgeband</p>	611.92	x 1	611.92
	-42.83		-42.83
	569.09		569.09
 <p>Lesro Siena Loveseat LSR-SN1501 Upholstery: Grade 2 Dillon Vinyl Williamsburg Leg Finish: Natural Wood Finish</p>	1,416.62	x 1	1,416.62
	-99.16		-99.16
	1,317.46		1,317.46
 <p>Lesro Siena Oversized Guest Chair LSR-1201SN Upholstery: Grade 2 Dillon Vinyl Williamsburg Leg Finish: Natural Wood Finish Swivel Tablet: Not Included</p>	1,042.28	x 3	3,126.84
	-72.96		-218.88
	969.32		2,907.96
<p>Lesro Siena Oversized Guest Chair LSR-1201SN Upholstery: Grade 2 Dillon Vinyl Williamsburg</p>	1,315.28	x 3	3,945.84
	-92.07		-276.21
	1,223.21		3,669.63



Leg Finish: Natural Wood Finish
 Swivel Tablet: Included - mount on right hand side (+ \$273)



Lesro Siena Guest Chair

LSR-SN1101

Swivel Tablet: Not Included
 Tablet Laminates: No Tablet Chosen
 Leg Finish: NATURAL
 Upholstery Selection: Gr. 2 Vinyl Dillon Williamsburg

921.15	x 1	921.15
-64.48		-64.48
856.67		856.67



KFI Studios Kool Stacker

KFI-2300

Seat Color: Navy
 Back Color: Navy
 Frame: Black
 Arms: No Arms
 Optional Tablet: No Thanks

237.00	x 3	711.00
-16.59		-49.77
220.41		661.23

Subtotal	\$	19,663.37
Discount		-1,376.43
Shipping		Free
Total	\$	18,286.94

Take advantage of your **\$1,376.43** savings by checking out online by February 11th 2026!

Proceed To Checkout

- If you want to make changes to your quote please reply to this email with the requested changes and we'll get a revised quote sent asap.
- We may add additional taxes in some states.
- Feel free to contact us at info@officechairsusa.com or call us at [888.355.4999](tel:888.355.4999) if you have questions or need assistance placing your order.

Office Chairs USA 524 Park Ave Portsmouth, Rhode Island 02871

**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

MEETING DATE: DEPARTMENT: PHONE NUMBER: REQUESTED BY:	TYPE OF AGENDA ITEM: REGULAR CONSENT TIMED SUPPORTIVE DOCUMENT ATTACHED: RESOLUTION MEMO AGREEMENT OTHER _____
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BACKGROUND INFORMATION:	
FUNDING SOURCE: GENERAL FUND IMPACT:	OTHER FUND: AMOUNT: \$
ARE ADDITIONAL PERSONNEL REQUIRED? YES NO TYPE OF EMPLOYEE	IS THIS ITEM ALLOCATED IN THE BUDGET? YES NO IS A BUDGET TRANSFER REQUIRED? YES NO
SPACE BELOW FOR CLERK'S USE	
BOARD ACTION: APPROVED APPROVED AS AMENDED ADOPTED ADOPTED AS AMENDED DENIED OTHER NO ACTION TAKEN	SET PUBLIC HEARING FOR: _____ DIRECTION TO: _____ REFERRED TO: _____ CONTINUED TO: _____ AUTHORIZATION GIVEN TO: _____
BOARD VOTE: BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2026- _____ AGREEMENT 2026- _____ ORDINANCE _____
COMMENTS:	

CLERK OF THE BOARD

DATE



Cal OES ID No: _____

DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES

BE IT RESOLVED BY THE _____ OF THE _____
 (Governing Body) (Name of Applicant)

THAT _____, OR
 (Title of Authorized Agent)

_____, OR
 (Title of Authorized Agent)

 (Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the _____,
 (Name of Applicant)

a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- **Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDAA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM),** under
- Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.
- **Flood Mitigation Assistance Program (FMA),** under Section 1366 of the National Flood Insurance Act of 1968.
- **National Earthquake Hazards Reduction Program (NEHRP)** 42 U.S. Code 7704 (b) ((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141
- **California Early Earthquake Warning (CEEW)** under CA Gov Code – Gov, Title 2, Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12

That the _____, a public entity established under the
 (Name of Applicant)

laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.



Please check the appropriate box below

- This is a universal resolution and is effective for all open and future disasters/grants declared up to three (3) years following the date of approval.
- This is a disaster/grant specific resolution and is effective for only disaster/grant number(s): _____

Passed and approved this ___ day of _____, 20__

 (Name and Title of Governing Body Representative)

 (Name and Title of Governing Body Representative)

 (Name and Title of Governing Body Representative)

CERTIFICATION

I, _____, duly appointed and _____ of
 (Name) (Title)

_____, do hereby certify that the above is a true and
 (Name of Applicant)

correct copy of a resolution passed and approved by the _____
 (Governing Body)

of the _____ on the _____ day of _____, 20__.
 (Name of Applicant)

 (Signature)

 (Title)



Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted resolution is older than three (3) years from the last date of approval, is invalid, or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on pages 1 and 2. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California.

Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Governor's Office of Emergency Services regarding grants for which they have applied. There are two ways of completing this section:

1. **Titles Only:** The titles of the Authorized Agents should be entered here, not their names. This allows the document to remain valid if an Authorized Agent leaves the position and is replaced by another individual. If "Titles Only" is the chosen method, this document must be accompanied by either a cover letter naming the Authorized Agents by name and title, or the Cal OES AA Names document. The supporting document can be completed by any authorized person within the Agency (e.g., administrative assistant, the Authorized Agent, secretary to the Director). It does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document, or their title changes.



Checking Universal or Disaster-Specific Box: A Universal resolution is effective for all past disasters and for those declared up to three (3) years following the date of approval. Upon expiration it is no longer effective for new disasters, but it remains in effect for disasters declared prior to expiration. It remains effective until the disaster goes through closeout unless it is superseded by a newer resolution.

Governing Body Representative: These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents. A minimum of three (3) approving board members must be listed. If less than three are present, meeting minutes must be attached in order to verify a quorum was met.

Certification Section:

Name and Title: This is the individual in attendance who recorded the creation and approval of this resolution.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member. If a person holds two positions (such as City Manager and Secretary to the Board) and the City Manager is to be listed as an Authorized Agent, then that person could sign the document as Secretary to the Board (not City Manager) to eliminate "Self-Certification."



LIST OF AUTHORIZED AGENTS

OES-FPD-012 (Rev. 09-2022)

List of Authorized Agents

Entity Name:

Cal OES ID:

- Enter each Authorized Agent (AA) as listed on the Designation of Applicant's Agent Resolution (Cal OES 130) for Non-State Agencies **or** as it appears on the Signature Authority (Cal OES 130SA) for California State Agencies.
- Check box to receive electronic copies of Cal OES Notification of Obligation and/or Payment packages. (Minimum 1 AA.)
- Email addresses must use an email that shares the official entity URL.

Authorized Agent Name	Authorized Agent Title	Email Address	Email Pkg?
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

- An Approved Contact may be designated by an AA to request or receive information on grant payment status. Add them by inputting their information below. (Ex. Accounting/Admin offices) Must use an official email URL.

Approved Contact Name	Approved Contact Title	Email Address	Email Pkg?
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

Please use a second page if more space is needed.



December 29, 2025

The Honorable Lee Adams, Chair
Sierra County Board of Supervisors
100 Courthouse Square, Room 11
Downieville, CA 95936

Subject: Sierra County – 2025 Late August Mudslides – Request for State of Emergency
and California Disaster Assistance Act Funding

Dear Chairperson Adams:

This letter is in response to Sierra County's request for financial assistance under the California Disaster Assistance Act (CDAA), and State of Emergency (SOE) request pursuant to the California Emergency Services Act (ESA), due to the impacts of the 2025 Late August Mudslides.

In accordance with the ESA, the Governor is empowered to proclaim an SOE when extreme peril exists and when the severity and magnitude of an incident is beyond the capabilities of the local jurisdiction. As a result of assessments conducted following the event, the determination was made that the impacts from the 2025 Late August Mudslides were of such severity and magnitude to be beyond the capabilities of local government to respond to and recover from.

Therefore, it has been determined that an SOE is warranted and Sierra County's request for CDAA funds is approved for the 2025 Late August Mudslides (CDAA-2025-09). My staff will contact your authorized agent on record under separate cover to provide the forms necessary to apply for reimbursement utilizing the CDAA Program.

Please know Cal OES will continue to work closely with your team during the recovery efforts. Feel free to contact the Disaster Recovery Team at disasterrecovery@caloes.ca.gov, if you have additional questions or would like to discuss this matter further.

Sincerely,

Signed by:


D4A631AB9E6C4CA.

ELI OWEN
Assistant Director, Recovery Operations

cc: LeTina Vanetti, Emergency Administrator, Sierra County
Heather Foster, Clerk-Recorder, Sierra County
Thomas Graham, Regional Administrator, Inland Region, Cal OES



**EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA**

PROCLAMATION OF A STATE OF EMERGENCY

WHEREAS between August 23, 2025, and August 27, 2025, a series of severe thunderstorms, high precipitation, and resulting mudslides occurred in Sierra County ("2025 Late August Storms and Mudslides"); and

WHEREAS the 2025 Late August Storms and Mudslides resulted in the National Weather Service issuing flash flood warnings for Sierra County on August 23 and 25, 2025, lasting through August 26, 2025; and

WHEREAS the 2025 Late August Storms and Mudslides resulted in road closures and at least five separate debris flows and mudslides, which included at least two major slides requiring extensive debris removal operations from roadways; and

WHEREAS under the provisions of Government Code section 8558(b), I find that conditions of extreme peril to the safety of persons and property exist due to the 2025 Late August Storms and Mudslides in Sierra County; and

WHEREAS under the provisions of Government Code section 8558(b), I find that the conditions caused by the 2025 Late August Storms and Mudslides, by reason of their magnitude, are or are likely to be beyond the control of the services, personnel, equipment, and facilities of any single local government and require the combined forces of a mutual aid region or regions to appropriately respond; and

WHEREAS under the provisions of Government Code section 8625(c), I find that local authority is inadequate to cope with the magnitude of the extreme peril posed by the 2025 Late August Storms and Mudslides; and

WHEREAS under the provisions of Government Code section 8571, I find that strict compliance with various statutes and regulations specified in this Proclamation would prevent, hinder, or delay the mitigation of the effects of the 2025 Late August Storms and Mudslides in Sierra County.

NOW, THEREFORE, I, GAVIN NEWSOM, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and statutes, including the California Emergency Services Act, and in particular, Government Code section 8625, **HEREBY PROCLAIM A STATE OF EMERGENCY** to exist in Sierra County due to the 2025 Late August Storms and Mudslides.

IT IS HEREBY ORDERED THAT:

1. All agencies of the state government utilize and employ state personnel, equipment, and facilities for the performance of any and all activities consistent with the direction of the Office of Emergency Services and the State Emergency Plan. Also, all residents are to obey the direction of emergency officials with regard to this emergency in order to protect their safety.

2. The Office of Emergency Services shall provide assistance to local governments, if appropriate, under the authority of the California Disaster Assistance Act, Government Code section 8680 et seq., and California Code of Regulations, Title 19, section 2900 et seq.
3. The restrictions set forth in Penal Code section 396, which are automatically triggered upon proclamation of a state of emergency, are suspended, and no such restrictions are imposed, with respect to the 2025 Late August Storms and Mudslides in Sierra County.

I FURTHER DIRECT that as soon as hereafter possible, this Proclamation be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this Proclamation.

This Proclamation is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its agencies, departments, entities, officers, employees, or any other person.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 23rd day of December 2025.



GAVIN NEWSOM
Governor of California

ATTEST:

SHIRLEY N. WEBER, Ph.D.
Secretary of State



Fact Sheet

Governor's Proclamation



CDAA-2025-09 2025 Late August Storms & Mudslides - California Disaster Assistance Act Funding

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES

On December 23, 2025, a Governor's Proclamation was issued to secure funding to help Sierra County respond to and recover from the 2025 Late August Storms & Mudslides. This fact sheet contains information regarding the available assistance and California Disaster Assistance Act (CDAA) application information.

Important Disaster Information

Disaster Name: 2025 Late August Storms & Mudslides

Disaster Number: CDAA 2025-09

Incident Period: August 23, 2025, through August 27, 2025.

The 2025 Late August Storms & Mudslides (CDAA-2025-09) makes available CDAA funding for eligible costs for Sierra County.



Available Assistance - Public Assistance Program

State cost shares 75 percent and local 25 percent of eligible costs. The types of work eligible are illustrated below.

EMERGENCY WORK

- Debris Removal (**Category A**)
- Emergency Response and Protective Measures (**Category B**)

Note: Force Account Labor
Emergency Work - Only overtime is eligible.

PERMANENT WORK

- Roads and Bridges (**Category C**)
- Water Control Facilities (**Category D**)
- Buildings and Equipment (**Category E**)
- Utilities (**Category F**)
- Parks, Recreational Facilities, Other Items (**Category G**)

Note: Force Account Labor
Permanent Work - Regular and overtime is eligible.

Important Application Information

All forms are available by visiting our website:

[Recovery Forms](https://www.caloes.ca.gov/PADocs)
(<https://www.caloes.ca.gov/PADocs>)

CDAA application packets must contain the following:

- ✓ Project Application California Disaster Assistance Act Program (**OES-PA-126**)
- ✓ List of Projects (**OES-PA-95**)
- ✓ Designation of Applicant's Agent Resolution (**OES-FPD-130**)/List of Authorized Agents (**OES-FPD-012**)

CDAA application packets must be received by email at DisasterRecovery@CalOES.ca.gov or at the address below no later than:

Friday, February 20, 2026

Mr. Robert Larsen
State Public Assistance Officer
California Governor's Office of Emergency Services
Public Assistance Division
3650 Schriever Avenue
Mather, CA 95655
Attn: CDAA-2025-09

Applicants Eligible for Assistance

The following local government entities are eligible for disaster assistance under CDAA:

- Cities
- Counties
- Special Districts
- School Districts
- Community College Districts
- Certain Private Non-Profit Organizations

Eligible Private Non-Profit Reimbursement

An eligible private non-profit (PNP) applicant may receive state financial assistance as reimbursement for the performance of essential community services, provided such expenditures meet all the eligibility requirements. PNP activities resulting from self-deployment will not be eligible for reimbursement.



**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

MEETING DATE: DEPARTMENT: PHONE NUMBER: REQUESTED BY:	TYPE OF AGENDA ITEM: REGULAR CONSENT TIMED SUPPORTIVE DOCUMENT ATTACHED: RESOLUTION MEMO AGREEMENT OTHER _____
AGENDA ITEM:	
BACKGROUND INFORMATION:	
FUNDING SOURCE: GENERAL FUND IMPACT:	OTHER FUND: AMOUNT: \$
ARE ADDITIONAL PERSONNEL REQUIRED? YES NO TYPE OF EMPLOYEE	IS THIS ITEM ALLOCATED IN THE BUDGET? YES NO IS A BUDGET TRANSFER REQUIRED? YES NO
SPACE BELOW FOR CLERK'S USE	
BOARD ACTION: APPROVED APPROVED AS AMENDED ADOPTED ADOPTED AS AMENDED DENIED OTHER NO ACTION TAKEN	SET PUBLIC HEARING FOR: _____ DIRECTION TO: _____ REFERRED TO: _____ CONTINUED TO: _____ AUTHORIZATION GIVEN TO: _____
BOARD VOTE: BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2026- _____ AGREEMENT 2026- _____ ORDINANCE _____
COMMENTS:	

CLERK OF THE BOARD

DATE

JOY ENGINEERING



R & J JOY, INC.
DBA JOY ENGINEERING
PO BOX 19219
RENO, NV 89511
(530) 832-5760 Fax (530) 832-5472



BILL TO:

SIERRA CO DEPT OF PUBLIC WORKS
PO BOX 98
DOWNIEVILLE, CA 95936

CUSTOMER #: SCDPW
INVOICE #: 25617
INVOICE DATE: 1/30/2026
DUE DATE: 3/1/2026
PAGE: Page 1 of 1

JOB:26014
BLASTED ROCK QUARRY

DESCRIPTION	QUANTITY	PRICE	AMOUNT	
AB - PO #87129				
MATERIAL				
1/30/2026 BASE ROCK 3/4"	SEE ATTACHED	743.89 Tons	17.40/Tons	12,943.69
		TOTAL MATERIAL:		12,943.69

SUBTOTAL: \$ 12,943.69
OH / PR: \$ 0.00
SALES TAX: \$ 938.42
TOTAL DUE: \$ 13,882.11

Thank you for your business!

Past due balances are subject to a finance charge of 1.5% per month, which is equal to 18% per year.

Gross Tare Net Report

From: 1/26/2026 12:00:00 AM
 To: 1/31/2026 11:59:59 PM
 Site: Blasted Rock Quarry (CA)

35

Loads

743.89

Net Tons

\$13,882.11

Total Charge

SIERRA CO DEPT OF PUBLIC WORKS

3/4 AB

Ticket	Ticket Date	Customer	Vehicle	Product	Gross	Tare	Net	Net Tons	Total Charge
<u>45</u>	1/27/26 9:09 AM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	78,880	32,700	46,180	23.09	\$430.90
<u>47</u>	1/27/26 9:16 AM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	77,220	32,700	44,520	22.26	\$415.40
<u>48</u>	1/27/26 10:27 AM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	78,140	32,700	45,440	22.72	\$423.99
<u>50</u>	1/27/26 12:54 PM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	78,100	32,700	45,400	22.70	\$423.62
<u>51</u>	1/27/26 2:24 PM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	78,160	32,700	45,460	22.73	\$424.17
<u>52</u>	1/27/26 3:33 PM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	77,300	32,700	44,600	22.30	\$416.15
<u>53</u>	1/28/26 8:21 AM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	77,880	34,680	43,200	21.60	\$403.09
<u>56</u>	1/28/26 9:24 AM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	77,900	34,680	43,220	21.61	\$403.27
<u>59</u>	1/28/26 11:03 AM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	77,660	34,680	42,980	21.49	\$401.04
<u>61</u>	1/28/26 12:21 PM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	77,560	34,680	42,880	21.44	\$400.11
<u>63</u>	1/28/26 1:18 PM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	77,340	34,680	42,660	21.33	\$398.05
<u>65</u>	1/28/26 2:39 PM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	77,160	34,680	42,480	21.24	\$396.37
<u>66</u>	1/29/26 8:00 AM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	77,980	34,680	43,300	21.65	\$404.02
<u>67</u>	1/29/26 8:33 AM	SIERRA CO DEPT OF PUBLI	RUSSELL 7	3/4 AB	77,420	36,980	40,440	20.22	\$377.34
<u>69</u>	1/29/26 9:24 AM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	77,580	34,680	42,900	21.45	\$400.29
<u>70</u>	1/29/26 10:38 AM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	77,320	34,680	42,640	21.32	\$397.87
<u>71</u>	1/29/26 10:48 AM	SIERRA CO DEPT OF PUBLI	RUSSELL 7	3/4 AB	76,500	36,980	39,520	19.76	\$368.75
<u>73</u>	1/29/26 11:02 AM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	77,500	34,680	42,820	21.41	\$399.54
<u>74</u>	1/29/26 12:08 PM	SIERRA CO DEPT OF PUBLI	RUSSELL 7	3/4 AB	76,760	36,980	39,780	19.89	\$371.18
<u>75</u>	1/29/26 12:18 PM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	76,980	34,680	42,300	21.15	\$394.69
<u>76</u>	1/29/26 1:31 PM	SIERRA CO DEPT OF PUBLI	RUSSELL 7	3/4 AB	77,740	36,980	40,760	20.38	\$380.32
<u>77</u>	1/29/26 2:37 PM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	77,440	34,680	42,760	21.38	\$398.98
<u>78</u>	1/29/26 2:47 PM	SIERRA CO DEPT OF PUBLI	RUSSELL 7	3/4 AB	77,380	36,980	40,400	20.20	\$376.96
<u>79</u>	1/30/26 7:42 AM	SIERRA CO DEPT OF PUBLI	RUSSELL 7	3/4 AB	77,580	36,620	40,960	20.48	\$382.19
<u>80</u>	1/30/26 7:48 AM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	78,300	34,440	43,860	21.93	\$409.24
<u>81</u>	1/30/26 8:54 AM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	77,980	34,440	43,540	21.77	\$406.26
<u>82</u>	1/30/26 9:01 AM	SIERRA CO DEPT OF PUBLI	RUSSELL 7	3/4 AB	77,120	36,620	40,500	20.25	\$377.90
<u>85</u>	1/30/26 10:27 AM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	78,180	34,440	43,740	21.87	\$408.13
<u>86</u>	1/30/26 10:35 AM	SIERRA CO DEPT OF PUBLI	RUSSELL 7	3/4 AB	76,780	36,620	40,160	20.08	\$374.72

87	1/30/26 10:44 AM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	77,560	34,440	43,120	21.56	\$402.34
88	1/30/26 11:50 AM	SIERRA CO DEPT OF PUBLI	RUSSELL 7	3/4 AB	77,420	36,620	40,800	20.40	\$380.69
89	1/30/26 12:59 PM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	77,100	34,440	42,660	21.33	\$398.05
90	1/30/26 1:08 PM	SIERRA CO DEPT OF PUBLI	RUSSELL 7	3/4 AB	76,140	36,620	39,520	19.76	\$368.75
92	1/30/26 2:37 PM	SIERRA CO DEPT OF PUBLI	2020 - MCGARR EXCAV	3/4 AB	76,580	34,440	42,140	21.07	\$393.20
93	1/30/26 2:51 PM	SIERRA CO DEPT OF PUBLI	RUSSELL 7	3/4 AB	76,760	36,620	40,140	20.07	\$374.54

					Loads	Gross	Net	Net Tons	Total Charge
3/4 AB Totals:					35	2,711,400	1,487,780	743.89	\$13882.11

					Loads	Gross	Net	Net Tons	Total Charge
SIERRA CO DEPT OF PUBLIC WORKS Totals:					35	2,711,400	1,487,780	743.89	\$13882.11

					Loads	Gross	Net	Net Tons	Total Charge
Report Totals:					35	2,711,400	1,487,780	743.89	\$13882.11

**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

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BACKGROUND INFORMATION:	
FUNDING SOURCE: GENERAL FUND IMPACT:	OTHER FUND: AMOUNT: \$
ARE ADDITIONAL PERSONNEL REQUIRED? YES NO TYPE OF EMPLOYEE	IS THIS ITEM ALLOCATED IN THE BUDGET? YES NO IS A BUDGET TRANSFER REQUIRED? YES NO
SPACE BELOW FOR CLERK'S USE	
BOARD ACTION: APPROVED APPROVED AS AMENDED ADOPTED ADOPTED AS AMENDED DENIED OTHER NO ACTION TAKEN	SET PUBLIC HEARING FOR: _____ DIRECTION TO: _____ REFERRED TO: _____ CONTINUED TO: _____ AUTHORIZATION GIVEN TO: _____
BOARD VOTE: BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2026- _____ AGREEMENT 2026- _____ ORDINANCE _____
COMMENTS:	

CLERK OF THE BOARD

DATE

BOARD OF SUPERVISORS, COUNTY OF SIERRA, STATE OF CALIFORNIA

**IN THE MATTER OF DECLARING
ONE (1) GENERATOR AS SURPLUS AND ESTABLISHING MINIMUM BID
APPROVING DISPOSAL OF ONE (1) COUNTY OWNED CAT GENERATOR**

RESOLUTION 2026 -

WHEREAS, the County owned Caterpillar (CAT) 60 kilowatt diesel generator, CAT JD3250F, Style 1491D81G03, Modification No. 71E2308 is no longer in use by the Department of Public Works and Transportation; and

WHEREAS, said generator is no longer required for County purposes and has been determined to be surplus; and

WHEREAS, the County desires to dispose of the surplus generator in accordance with County policy and a minimum bid amount is hereby established to be \$1,000.00.

THEREFORE, BE IT RESOLVED that the County Director of Transportation as the County official charged with disposing of surplus equipment is hereby authorized to dispose of the one (1) CAT 60 kilowatt diesel generator, CAT JD3250F, Style 1491D81G03, Modification No. 71E2308.

ADOPTED by the Board of Supervisors of the County of Sierra on the 17th day of February 2026 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

COUNTY OF SIERRA

PAUL ROEN, Chair
Board of Supervisors

ATTEST:

APPROVED AS TO FORM:

HEATHER FOSTER
Clerk of the Board

ANDREW PLETT
County Counsel

Memorandum

To: Board of Supervisors

From: Sheryll Prinz-McMillan

Reference: Agenda Item

Date of Memo: 2/4/2026

Date of Board Meeting: 2/17/2026

Requested Action: Agreement between the California Mental Health Services Authority (CalMSHA), and the County of Sierra for participation in the single sign on implementation for SmartCare, in an amount not-to-exceed \$15,299.00, as a one time purchase.

Mandated by: N/A

Funding

Budgeted? Yes No

Revenue	\$ 15,299.00	MHSA - CFTN
Expenses	\$ 15,299.00	MHSA – CFTN
Difference	0	

Background Information:

The Behavioral Health Department has implemented a new electronic health record (EHR) system through CalMHSA, this additional additive will ensure using strong security and the ability to work through the interoperability system that is required through the State of California for data sharing. A separate contract will be submitted for Board consideration for the interoperability and API requirements.

This item has been vetted through and has the IT Department support.

Alternatives or impacts of disapproval: The county will not be able to meet compliance regulations through the State of California.

CALIFORNIA MENTAL HEALTH SERVICES AUTHORITY
“CalMHSA”
ORDER FORM NO. 1
SEMI-STATEWIDE ENTERPRISE HEALTH RECORD

This Order Form No. 1 is a contract by and between the California Mental Health Services Authority (“CalMHSA”) and Sierra County (“Participant”).

CalMHSA and Participant entered into Participation Agreement No. 12703-SIE-EHR-24_25 executed on July 8th, 2025 (the “Participation Agreement”).

Participant intends to purchase additional components, modules and/or services (“Additional Purchases”) as specified below. CalMHSA and Participant agree to incorporate the Additional Purchases and corresponding Committed Funding modifications as follows:

ADDITIONAL PURCHASES:

This Order Form No. 1 incorporates Additional Purchases totaling **\$ 15,299.00** in additional Committed Funding. Payment terms for each Additional Purchase can be found in Exhibit A-1, below.

The Additional Purchases include:

1. SSO/SAML Implementation. The total cost for this service is **\$ 15,299.00**. This fee is a one-time charge and shall be invoiced upon execution of Order Form No. 1.

In the event that the Additional Purchases made through this Order Form cause Participant to exceed the Maximum Funding amount stated in Participant’s Participation Agreement, Participant acknowledges that it remains solely responsible for payment for all Additional Purchases made and agrees to work with CalMHSA to amend the Participation Agreement as necessary to increase the Maximum Funding amount to account for the increased Committed Funding.

EXHIBIT A-1 – ADDITIONAL PURCHASES DESCRIPTION AND PAYMENT TERMS

The table below describes the Additional Purchases incorporated by this Order Form No. 1, effective as of the date of execution of this Order Form No. 1. The Additional Purchases listed are in addition to those included in the Participation Agreement and all subsequent Amendments and Order Forms, if any, that preceded this Order Form No. 1.

Description	Fee Type Description	Payment Term
SSO/SAML Implementation.	One-Time Fee: The total cost for this service is \$ 15,299.00	Due upon the execution of Order Form No. 1

Scope of Work

CalMHSA will configure and activate SSO/SAML in Sierra County's environment.

All other terms or provisions in the Participation Agreement and all subsequent Amendments and Order Forms, if any, that preceded this Order Form No. 1, not cited herein, shall remain in full force and effect.

CalMHSA

Signed: _____ Name (Printed): _____

Title: _____ Date: _____

Participant:

Signed: _____ Name (Printed): _____

Title: _____ Date: _____

**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

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AGENDA ITEM:	
BACKGROUND INFORMATION:	
FUNDING SOURCE: GENERAL FUND IMPACT:	OTHER FUND: AMOUNT: \$
ARE ADDITIONAL PERSONNEL REQUIRED? YES NO TYPE OF EMPLOYEE	IS THIS ITEM ALLOCATED IN THE BUDGET? YES NO IS A BUDGET TRANSFER REQUIRED? YES NO
SPACE BELOW FOR CLERK'S USE	
BOARD ACTION: APPROVED APPROVED AS AMENDED ADOPTED ADOPTED AS AMENDED DENIED OTHER NO ACTION TAKEN	SET PUBLIC HEARING FOR: _____ DIRECTION TO: _____ REFERRED TO: _____ CONTINUED TO: _____ AUTHORIZATION GIVEN TO: _____
BOARD VOTE: BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2026- _____ AGREEMENT 2026- _____ ORDINANCE _____
COMMENTS:	

CLERK OF THE BOARD

DATE



INVOICE

CALIFORNIA MENTAL HEALTH SERVICES AUTHORITY

INVOICE #: EHR-2425-478

DATE: 09/19/2025

DUE DATE: 10/19/2025

1610 Arden Way, Ste. 175
Sacramento, CA 95815
Phone: (279) 234-2151
Email: accountsreceivable@calmhsa.org

TOTAL AMOUNT: \$153,293.37
TOTAL DUE: \$153,293.37

BILL TO: Sierra County
Board of Supervisors/CAO Sharon Dryden, Chair
P.O Box 265
Loyalton CA 96118

RECEIVED

SEP 23 2025

Per _____

DESCRIPTION / MEMO	AMOUNT
Electronic Health Records Program - May 2025 Participant Instance Installation Funding FY 2024-2025 Contract # 12703-SIE-EHR-24_25	\$20,000.00
Electronic Health Records Program - May 2025 System Acquisition Fee Funding FY 2024-2025 Contract # 12703-SIE-EHR-24_25	\$2,847.15
Electronic Health Records Program - May 2025 Initial Development Fee (Customization and Security) Funding FY 2024-2025 Contract # 12703-SIE-EHR-24_25	\$2,847.15
Electronic Health Records Program - May 2025 Discretionary Development Budget Funding FY 2024-2025 Contract # 12703-SIE-EHR-24_25	\$2,847.15
Electronic Health Records Program - May 2025 Professional Services Implementation Funding FY 2024-2025 Contract # 12703-SIE-EHR-24_25	\$23,076.92
Electronic Health Records Program - May 2025 SmartCare Patient Portal - Implementation Funding FY 2024-2025 Contract # 12703-SIE-EHR-24_25	\$3,450.00
Electronic Health Records Program - May 2025 Disaster Recovery Implementation Funding FY 2024-2025 Contract # 12703-SIE-EHR-24_25	\$8,625.00
Electronic Health Records Program - May 2025 SMS/Text Notification Reminders - Implementation Funding FY 2024-2025 Contract # 12703-SIE-EHR-24_25	\$4,600.00
Electronic Health Records Program - May 2025 RAND Evaluation Funding FY 2024-2025 Contract # 12703-SIE-EHR-24_25	\$50,000.00
Electronic Health Records Program - May 2025 Funded RFP Participation Agreement Funding FY 2024-2025 Contract # 12703-SIE-EHR-24_25	\$35,000.00
	\$153,293.37 ✓

FofS.

CALIFORNIA MENTAL HEALTH SERVICES AUTHORITY
1610 Arden Way, Ste. 175
Sacramento, CA 95815
Phone: (279) 234-2151
Email: accountsreceivable@calmhsa.org

TOTAL DUE: \$153,293.37

AMOUNT ENCLOSED: _____



INVOICE

CALIFORNIA MENTAL HEALTH SERVICES AUTHORITY

INVOICE #: EHR-2425-479

DATE: 09/19/2025

DUE DATE: 10/19/2025

1610 Arden Way, Ste. 175
Sacramento, CA 95815
Phone: (279) 234-2151
Email: accountsreceivable@calmhsa.org

TOTAL AMOUNT: \$23,076.92
TOTAL DUE: \$23,076.92

BILL TO: Sierra County
Board of Supervisors/CAO Sharon Dryden, Chair
P.O Box 265
Loyalton CA 96118

RECEIVED

SEP 23 2025

Per _____

DESCRIPTION / MEMO	AMOUNT
Electronic Health Records Program - June 2025 Professional Services Implementation Funding FY 2024-2025 Contract # 12703-SIE-EHR-24_25	\$23,076.92
	\$23,076.92

CALIFORNIA MENTAL HEALTH SERVICES AUTHORITY
1610 Arden Way, Ste. 175
Sacramento, CA 95815
Phone: (279) 234-2151
Email: accountsreceivable@calmhsa.org

TOTAL DUE: \$23,076.92

AMOUNT ENCLOSED: _____

CUSTOMER ID - NAME: COU-SIER - Sierra County
INVOICE #: EHR-2425-479

BILL TO: Sierra County
Board of Supervisors/CAO Sharon Dryden,
Chair
P.O Box 265
Loyalton CA 96118

CHECK PAYABLE TO: CALIFORNIA MENTAL HEALTH SERVICES
AUTHORITY
1610 Arden Way, Ste. 175
Sacramento, CA 95815

**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

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BOARD VOTE: BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2026- _____ AGREEMENT 2026- _____ ORDINANCE _____
COMMENTS:	

CLERK OF THE BOARD

DATE



**NEVADA
COUNTY**
CALIFORNIA

Health and Human Services Agency

Ryan Gruver, MPA, Agency Director
Ariel Lovett, MNA, Chief Fiscal Administrative Officer
Phebe Bell, MSW, Behavioral Health
Jeff Goldman, MPA, Probation
Keri Klein, J.D., Public Defender
Mike Dent, MPA, Child Support/Housing & Community Service
Rachel Peña, LCSW, Social Services
Kathy Cahill, MPH, Public Health

950 Maidu Ave.
 Nevada City, CA 95959

Phone: (530) 265-1627
 Fax: (530) 265-2295

Date: June 9, 2025

INVOICE

BILL TO: SIERRA COUNTY HHS FISCAL
ATTN: Fiscal Department
Sierra County Behavioral Health
P.O. Box 265
Loyalton, CA 96118
sames@sierracounty.ca.gov
sprinzmcmillan@sierracounty.ca.gov;
sgraves@sierracounty.ca.gov
(530) 993-6746

INVOICE: Apr-Jun 2025

Quantity	Description	Unit Price	Total
	Monthly Billing		
1	April 2025		\$1,916.00
1	May 2025		\$1,916.00
1	June 2025		\$1,916.00
	Resolution No. 24-418		
		Total	\$5,748.00
<div data-bbox="121 1661 748 1780" style="border: 1px solid green; padding: 5px; display: inline-block;"> <p>APPROVED By Allison Dobbins at 12:58 pm, Jun 17, 2025</p> </div>			
Administrative Services Officer		Date	

**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

MEETING DATE: DEPARTMENT: PHONE NUMBER: REQUESTED BY:	TYPE OF AGENDA ITEM: REGULAR CONSENT TIMED SUPPORTIVE DOCUMENT ATTACHED: RESOLUTION MEMO AGREEMENT OTHER _____
AGENDA ITEM:	
BACKGROUND INFORMATION:	
FUNDING SOURCE: GENERAL FUND IMPACT:	OTHER FUND: AMOUNT: \$
ARE ADDITIONAL PERSONNEL REQUIRED? YES NO TYPE OF EMPLOYEE	IS THIS ITEM ALLOCATED IN THE BUDGET? YES NO IS A BUDGET TRANSFER REQUIRED? YES NO
SPACE BELOW FOR CLERK'S USE	
BOARD ACTION: APPROVED APPROVED AS AMENDED ADOPTED ADOPTED AS AMENDED DENIED OTHER NO ACTION TAKEN	SET PUBLIC HEARING FOR: _____ DIRECTION TO: _____ REFERRED TO: _____ CONTINUED TO: _____ AUTHORIZATION GIVEN TO: _____
BOARD VOTE: BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2026- _____ AGREEMENT 2026- _____ ORDINANCE _____
COMMENTS:	

CLERK OF THE BOARD

DATE

**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

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SPACE BELOW FOR CLERK'S USE	
BOARD ACTION: APPROVED APPROVED AS AMENDED ADOPTED ADOPTED AS AMENDED DENIED OTHER NO ACTION TAKEN	SET PUBLIC HEARING FOR: _____ DIRECTION TO: _____ REFERRED TO: _____ CONTINUED TO: _____ AUTHORIZATION GIVEN TO: _____
BOARD VOTE: BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2026- _____ AGREEMENT 2026- _____ ORDINANCE _____
COMMENTS:	

CLERK OF THE BOARD

DATE

BOARD OF SUPERVISORS, COUNTY OF SIERRA, STATE OF CALIFORNIA

RESOLUTION APPROVING SIERRA COUNTY ENTERING INTO A CONTRACT TO PROVIDE COUNTY WITH HAVA FEDERAL FUNDS TO IMPROVE ADMINISTRATION OF ELECTIONS FOR FEDERAL OFFICE

Resolution 2026-

WHEREAS, the Help America Vote Act of 2002 has been enacted to improve election administration and to provide Counties with federal funds to assist in complying with the requirements of HAVA; and

WHEREAS, the purpose of this agreement would be to assist the County of Sierra to improve the administration of elections for Federal office, including to enhance election technology and make election security improvements, as authorized under sections 101, 103, 104 of HAVA; and

WHEREAS, the County will enter into an agreement with the Secretary of State to receive the maximum grant amount of \$8,324.38 for participating in activities outlined in the proposed Agreement No. 25G27145 , Sierra County Agreement No. 2026 - _____.

NOW, THEREFORE, BE IT RESOLVED that the Sierra County Board of Supervisors, County of Sierra, State of California does:

1. Approves the execution of an agreement between the County of Sierra and the Secretary of State to receive HAVA Federal funds; and
2. Authorizes the County Clerk to conduct all negotiations, execute and submit all documents including, but not limited to, payment requests for reimbursement of HAVA Federal funds authorized expenditures.

ADOPTED by the Board of Supervisors of the County of Sierra on the 17th day of February, 2026, by the following vote:

AYES: Supervisors
NOES: None
ABSTAIN: None
ABSENT: None

COUNTY OF SIERRA

PAUL ROEN, CHAIRMAN
BOARD OF SUPERVISORS

ATTEST:

APPROVED AS TO FORM:

HEATHER FOSTER
CLERK TO THE BOARD

ANDREW PLETT
COUNTY COUNSEL

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

STANDARD AGREEMENT

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER 25G27145	PURCHASING AUTHORITY NUMBER (If Applicable) SOS-0890
-------------------------------------	--

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

Secretary of State

CONTRACTOR NAME

Sierra County

2. The term of this Agreement is:

START DATE

July 01, 2025 or upon approval, whichever is later

THROUGH END DATE

December 31, 2026

3. The maximum amount of this Agreement is:

\$8,324.38; Eight Thousand Three Hundred Twenty-Four Dollars and Thirty-Eight Cents

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

Exhibits	Title	Pages
Exhibit A	Scope of Work	4
Exhibit B	Budget Detail and Payment Provisions	5
Exhibit C*	General Terms and Conditions (GTC 02/2025)	*
+ - Exhibit D	Special Terms and Conditions	4
+ - Exhibit E	Additional Provisions	3
+ - Exhibit F	Resolution	
+ - Exhibit G	HAVA Activity Report	1

Items shown with an asterisk (), are hereby incorporated by reference and made part of this agreement as if attached hereto.*

These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources>

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

Sierra County

CONTRACTOR BUSINESS ADDRESS

100 Courthouse Square, Room 11

CITY

Downieville

STATE

CA

ZIP

95936

PRINTED NAME OF PERSON SIGNING

Heather Foster

TITLE

Sierra County Clerk-Recorder

CONTRACTOR AUTHORIZED SIGNATURE

DATE SIGNED

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

STANDARD AGREEMENT

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER 25G27145	PURCHASING AUTHORITY NUMBER (If Applicable) SOS-0890
-------------------------------------	--

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME

Secretary of State

CONTRACTING AGENCY ADDRESS

1500 11th Street

CITY

Sacramento

STATE

CA

ZIP

95814

PRINTED NAME OF PERSON SIGNING

TITLE

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DATE SIGNED

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION (If Applicable)

SCM Vol 1. 4.04.A.2

EXHIBIT A SCOPE OF WORK

A. PURPOSE OF AGREEMENT

The purpose of this Agreement is to provide the County of Sierra with Help America Vote Act (HAVA) Federal funds, CFDA Number 90.404, administered by the U.S. Election Assistance Commission (EAC) "for activities to improve the administration of elections for Federal office, including to enhance election technology and make election security improvements, as authorized under sections 101, 103, 104 of HAVA" subject to the provisions of this Agreement and all requirements of state and federal law, regulations and procedures.

B. CONTRACT CONTACTS

1. The program representatives during the term of Agreement will be:

County: Heather Foster; (530) 289-3295

SOS: Antwanette Wiley; (916) 224-0955; Email: HAVAINVOICES@sos.ca.gov

C. APPROPRIATE USES OF HAVA FUNDS

HAVA funds received pursuant to this contract shall be used for reimbursement for activities to improve the administration of elections for Federal office, including to enhance election technology and make election security improvements, as authorized under sections 101, 103, 104 of HAVA for costs reasonably incurred for:

1. **Cybersecurity:** Activities related to the improvement and enhancement of county cybersecurity, which includes:
 - o Penetration testing and any associated remediation
 - o Red team exercises and any associated remediation or mitigation
 - o End point detection
 - o Multi-factor authentication for all devices including
 - Mobile Device Management
 - Mobile Threat Defense
 - o Segregating election information technology
 - o Enhancements for network security including
 - o Network Threat Detection
 - o Network Threat Protection
 - o Network Access Control
 - Identification of public facing vulnerabilities and

EXHIBIT A
SCOPE OF WORK

- configuration errors through cyber hygiene scans or other methods and any associated remediation
- Patching, patch management, and vulnerability management
 - Anti-Malware protection
 - Malicious domain blocking and reporting (MDBR)
 - Application Security
 - Application Whitelisting
 - Distributed Denial of Service (DDoS) protection
 - Third party software and/or hardware in support of improving the county's cybersecurity capabilities
 - Software, hardware or consulting services and/or any associated information technology installation directly related to cybersecurity risks which may include:
 - Application Development Security
 - Software Supply Chain Management
 - Identity Lifecycle Management
 - Monitoring of systems and applications to prevent and detect data breaches or fraud including interconnected systems which may include
 - Security Continuous Monitoring 24x7
 - Cloud Security Monitoring
 - Insider Threat Detection
 - Log Management
 - Threat Intelligence Platform
 - Application Security
 - Operational Technology Security
 - Staff or consultant time associated with implementation of any of the above activities
2. **Physical Security:** Activities related to the improvement and enhancement of county physical security which includes:
- Staff time or consulting services to improve security practices and documentation, including drafting and documenting information security policies and procedures, emergency planning, and continuity of operations:
 - Crisis response kit
 - First aid supplies
 - Panic alarms
 - Intrusion detection systems
 - Restricted access controls
 - Security cameras or other surveillance equipment

**EXHIBIT A
SCOPE OF WORK**

- Emergency generator
 - Physically securing servers hosting county voter registration, election information systems, and voting technology
 - Securing storage or offsite locations used for election equipment and supplies
 - Additional services that improve security
3. **Security and Privacy Awareness Training:** Creating awareness and educating employees and other users of information systems on the information security risks associated with the activities related to their job roles, as well as their responsibilities in complying with an organization's security policies and procedures designed to reduce these risks. Training for staff encompasses essential knowledge and skills that help maintain the security and integrity of elections, including:
- User awareness training
 - Phishing training
 - Social engineering training
 - Combatting mis/dis/mal information
 - De-escalation and conflict resolution
 - Emergency drills
 - Tabletop exercises
4. **Incident Response:** Costs related to responding to an election security incident, including:
- Staff time or consulting services for incident response plan drafting and preparation
 - Staff time or consulting services to identify an attack, minimize its effects, contain damage, and remediate the cause to reduce the risk of future incidents
5. **Items presumed not to be reimbursable:**
The following is a partial list of items presumed to not be reimbursable and not inclusive of all items that are not reimbursable. The list is provided only for the purpose of providing guidance. The Secretary of State shall be the sole determiner if an expenditure is reimbursable.
1. Costs not directly related to election infrastructure security.
 2. Overhead costs.
 3. Computers/Laptops/Tablets.
 4. Blackberries/Smartphones (handheld computers).

**EXHIBIT A
SCOPE OF WORK**

5. Other office equipment, including but not limited to fax machines, copiers and scanners, unless prior approval has been obtained from the granting agency.
6. Office supplies, including but not limited to paper, pens and post-it notes.
7. Travel costs.

D. CONDITION FOR RECEIVING FUNDS

The County may seek reimbursement for the activities identified above, provided that the County certifies as part of the reimbursement claim that it has done all of the following:

1. Utilized the Department of Homeland Security Cybersecurity and Infrastructure Security Agency (CISA) no cost Cyber Hygiene Web Application Scanning service, or other equivalent cyber hygiene scanning service (<https://www.cisa.gov/news-events/news/cyber-hygiene-web-application-scanning>).
2. At least one County employee or agent attended one of the regional tabletop training sessions sponsored by the Secretary of State, a local, state, or federal partner.
3. Conducted privacy and security awareness training including cyber security best practices for all elections related staff.
4. Completed an incident response plan detailing how elections staff detect, respond to, and recover from network security incidents.

In addition, as a condition of receiving reimbursement for the activities identified above, the County shall certify as a condition of reimbursement that the County has done one or more of the following:

5. Deployed reliable antivirus software and kept it up to date.
6. Implemented a firewall and kept it up to date.
7. Deployed an intrusion detection system and kept it up to date.
8. Deployed an end point protection and is kept up to date (<https://www.cisecurity.org/insights/spotlight/cybersecurity-spotlight-endpoint-detection-and-response-edr>).
9. Adopted a .gov Top-Level Domain or are currently in the transition process (<https://get.gov/registration/>) for obtaining a .gov Top-Level Domain.

Invoices must include itemized list of costs prior to reimbursement.

EXHIBIT B
BUDGET DETAIL AND PAYMENT PROVISIONS

1. Invoicing and Payment

- A. For services satisfactorily rendered, and upon receipt and approval of the invoices submitted with supporting documentation, the State agrees to compensate the County for actual expenditures incurred.
- B. Invoices shall include the Agreement Number and shall be submitted not more frequently than monthly in arrears:

Preferred Method in electronic format (PDF) via email to AccountsPayable@sos.ca.gov.

Hard copies, though not required, may be sent to:

Office of Secretary of State
Attention: Accounts Payable
P.O. Box 944260
Sacramento, CA 94244-2600

- C. Counties will be reimbursed as specified in Exhibit A – Scope of Work, Section C, Appropriate Uses of HAVA Funds

2. Budget Contingency Clause

- A. It is mutually agreed that if the Budget Act, or a HAVA Spending Plan or Spending Plan amendment, of the current year and/or subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to County or to furnish any other considerations under this Agreement and County shall not be obligated to perform any provisions of this Agreement.
- B. If funding for any fiscal year is reduced or deleted by the Budget Act, or by a HAVA Spending Plan or Spending Plan amendment, for purposes of this program, the State shall have the option to either cancel the Agreement with no liability occurring to the State or offer an agreement amendment to Contractor to reflect the reduced amount.

EXHIBIT B
BUDGET DETAIL AND PAYMENT PROVISIONS

3. Federal Funds

- A. It is mutually understood between the parties that this contract may have been written for the mutual benefit of both parties before ascertaining the availability of congressional appropriation of funds, to avoid program and fiscal delays that would occur if the contract were executed after that determination was made.
- B. This contract is valid and enforceable only if the United State Government for fiscal year 2025-26 for the purpose of this program makes sufficient funds available to the state. In addition, this contract is subject to any additional restrictions, limitations, or conditions enacted by the Congress or to any statute enacted by the Congress that may affect the provisions, terms, or funding of this contract in any manner.
- C. The parties mutually agree that if the Congress does not appropriate sufficient funds for the program, this contract shall be amended to reflect any reduction in funds.
- D. The department has the option to **invalidate** the contract under the 30-day cancellation clause or to amend the contract to reflect any reduction in funds.

4. Failure To Properly Claim Maximum Amount of HAVA Funds

Notwithstanding any provision of Agreement, County shall be entitled to receive only those amounts for fully supported and appropriate claims which are properly submitted, pursuant to the provisions of Agreement and all applicable state and federal laws, regulations, and procedures

5. Basis of Claims

Subject to the provisions of Exhibit B, Section 7, below related to the applicability of CFR-200, all claims for HAVA funds under this program must be based on invoices submitted by County. All invoices or agreements that are the subject of any claims must relate directly to expenditure authorized pursuant to Section C ('Appropriate Use of HAVA Funds') of Exhibit A 'Scope of Work'.

EXHIBIT B
BUDGET DETAIL AND PAYMENT PROVISIONS

6. Processing of Claims

The Secretary of State shall establish the criteria and processes for submitting claims under this program. Such criteria shall include requirements that all claims:

- A. Contain a face sheet that summarizes each expenditure made as set forth in Exhibit A 'Scope of Work'; the dollar amount associated with each activity or services for which funds are being sought.
- B. Include the total amount of the claim;
- C. Include the agreement number on the face sheet;
- D. Identify whether additional claims are expected to be submitted;
- E. Include originals or true copies of all invoices, agreements, or other documentation that support the claim, including all documentation required by Office of Management and Budget.
- F. Include signed County staff HAVA Activity Reports, please see sample which is Exhibit G, for each employee and County's employee for whom reimbursement for time is being claimed. (Vendors who receive payment from HAVA funds are required to submit timesheets for any work paid for as time and materials); or,
- G. Requests for reimbursement for personnel costs, whether regular county employees or temporary staff, should be backed up with HAVA timesheets. However, sensitive personal identifying information (PII) should not be included. If the County uses a computer-based payroll system that is coded to reflect time spent on HAVA and non-HAVA projects, the County does not need to submit time sheets. However, for any request for reimbursement for personnel services, the County must submit a summary that shows the type of staff, numbers of positions claimed and time spent on each type of HAVA-related project, along with the costs of payroll and benefits for those hours. The County must also verify that coded electronic payroll records are kept on file and are available for Secretary of State questions and audit purposes.

EXHIBIT B
BUDGET DETAIL AND PAYMENT PROVISIONS

H. Include a copy of the contract with the contractor if the contractor's invoice does not describe the activities undertaken in such a manner that the State can determine whether the activities comply with the provisions of this.

7. Application of 2CFR 200

[2CFR – Part 200](#) (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards) and [2CFR – Part 225](#) (“Cost Principles for State, Local and Indian Tribal Governments”), incorporated herein by reference, to the extent applicable, shall govern with respect to all aspects of this program.

8. Retroactive Payments

Counties may claim reimbursement for eligible expenses and activities, as permitted under the terms of this agreement, as follows:

Fund Name	Dollar Amount	Retroactive Claim Dates
General Fund	\$7,324.38	July 1, 2025, to December 31, 2026
Federal Fund	\$1,000.00	July 1, 2025, to December 31, 2026
Total	\$8,324.38	

9. Payments of Claims

Payments made by the State with respect to any claim shall be sent directly by the State Controller's office to the County.

10. Deadline for Submitting Claims

The deadline for submitting claims under this program is three (3) months after the end of the “Retroactive Claim Date”:

Retroactive Claim Dates	Deadline for Submitting Claims
July 1, 2025, to December 31, 2026	March 31, 2027
July 1, 2023, to June 30, 2026	September 30, 2026

EXHIBIT B
BUDGET DETAIL AND PAYMENT PROVISIONS

11. Multiple Claims

County can submit multiple claims for HAVA funds authorized above, within the aggregate limit established for County.

12. Order of Processing

Claims shall be processed by the Secretary of State in order of receipt.

13. Prompt Payment Clause

Payment will be made in accordance with, and within the time specified in Government Code Chapter 4.5, commencing with Section 927.

EXHIBIT C
GENERAL TERMS AND CONDITIONS

PLEASE NOTE: This page will not be included in the final agreement. The General Terms and Conditions will be included in the agreement by reference to Internet site: <https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/Standard-Contract-Language?search=GTC>

EXHIBIT D
SPECIAL TERMS AND CONDITIONS

A. AUDITING

1. Receipt of HAVA funds by a county indicates agreement to establish a dedicated HAVA account for these funds. Therefore, any payment received by County pursuant to this program shall be deposited in a separate, segregated account and any payment made by County related to this program shall be paid from that account whether or not the County has paid the vendors for services rendered before submitting invoices to the State.
2. Any recipient of federal funds to meet the Help America Vote Act requirements agrees to be audited pursuant to federal and state law. Accordingly, all documents and electronic files must be produced upon request by the auditors. CFDA Number for this contract is 90.401. The audit may include a review of all books, papers, accounts, documents, or other records of County as they relate to any HAVA funds. County shall also provide access to all employees having knowledge of the HAVA funds program to assist the auditor. County shall provide a copy of any document, paper, or electronic record requested by the auditor;
3. OMB Circular A-133 ("Audits of States, Local Governments, and Non-Profit Organizations"), and OMB Circular A-87, incorporated herein by reference, shall govern with respect to all aspects of this program. The provisions of these circulars may be found at [OMB/circulars/a133_compliance/](#)
4. County shall maintain records in a manner that:
 - o Accurately reflects fiscal transactions with necessary controls and safeguards;
 - o Provides complete audit trails, based whenever possible on original documents (purchase orders, receipts, progress payments, invoices, timesheets, cancelled warrants, warrant numbers, etc.);
 - o Provides accounting data so the costs can readily be determined throughout Agreement period.

EXHIBIT D
SPECIAL TERMS AND CONDITIONS

5. Records shall be maintained for three years after expiration of Agreement and for at least one year following any audit or final disposition of any disputed audit finding;
6. If the final disposition of any disputed audit finding is determined to be a disallowed cost that the Secretary of State has paid the County, the County shall return to the Secretary of State an amount equal to the disallowance.
7. County shall permit periodic site visits by the Secretary of State or the Secretary of State's designee or designees to determine if any HAVA funds are being used or have been used in compliance with Agreement and all applicable laws;
8. Upon request, county shall report to the Secretary of State at least once every 90 (ninety) days until all funds received have been expended, on the status of HAVA funds received, in a manner determined by the Secretary of State.

B. GENERAL PROVISIONS

1. The program is conditioned on State receiving reimbursement from the federal government pursuant to HAVA Section 303(a).
2. HAVA funds can only be used for the purposes for which the HAVA funds are made;
3. No portion of any HAVA funds shall be used for partisan political purposes. All County staff providing services are required to sign an agreement, please see Exhibit E, Section 1, to abide by the Secretary of States' policy to refrain from engaging in political activities that call into question the impartiality of the Secretary of State's Office. County is to submit agreement signed by each employee of contractor's firm who worked for County pursuant to this Agreement with the County's first invoice.
4. The provisions of the federal *Hatch Act* shall apply to employees working for state and local entities receiving HAVA funds. The *Hatch Act* may be reviewed at <https://osc.gov/Services/pages/hatchact.aspx>;

EXHIBIT D
SPECIAL TERMS AND CONDITIONS

5. Any interest earned by County on money received pursuant to this Agreement must be reported in writing to the Secretary of State within thirty (30) days of expiration of this Agreement. All interest must be used by the County for the purposes of implementing activities allowable under this Agreement;
6. Failure by any eligible County to execute a contract within ninety (90) days of the date on which this contract is made available shall constitute an express desire to forego funds;
7. Funds not claimed by County within ninety (90) days of the end date of this contract, or any funds claimed by a county that are not approved for county use by the Secretary of State within one hundred eighty (180) days of the end date of this contract, shall be reallocated and may only be used to meet Section 303(a) of HAVA;
8. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel Agreement with no liability occurring to the State, or offer an Agreement amendment to County to reflect any reduced amount;
9. Agreement is subject to any restrictions, limitations or conditions enacted or promulgated by the United States Government, or any agency thereof, that may affect the provisions, terms or funding of Agreement in any manner;
10. Pursuant to federal policy, Agreement may be terminated by the State with 30-day written notice to County;
11. County warrants by execution of Agreement, that no person or selling agency has been employed or retained to solicit or secure this contract upon agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by County for the purpose of securing business. For breach or violation of this warranty, the State shall, in addition to other remedies provided by law, have the right to annul this contract without liability, paying only for the value of the work actually performed, or otherwise recover the full amount of such commission, percentage, brokerage, or contingent fee;

EXHIBIT D
SPECIAL TERMS AND CONDITIONS

12. Nothing contained in Agreement or otherwise, shall create any contractual relation between the State and any subcontractor or vendor, and no subcontractor shall relieve County of its responsibilities and obligations hereunder. County agrees to be as fully responsible to State for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by County. County's obligation to pay its subcontractors is an independent obligation from the State's obligation to make payments to County. As a result, State shall have no obligation to pay or to enforce the payment of any moneys to any subcontractor or vendor of County;

13. Pursuant to federal law, by signing this agreement or execution of this purchase order the Contractor certifies under the penalty of perjury that the contracting entity is not excluded or ineligible from federal assistance programs and thereby is not on the federal government's list of suspended or debarred entities.

Pursuant to federal law, as a component of the procurement process, the Contractor must review the federal government's list of debarred and suspended vendors and ensure no contract award is provided to a vendor on this list. This list may be viewed at SAM.gov. (formerly at www.epls.gov.).

14. Upon request, county agrees to provide the Secretary of State with a summary report on its activities under this agreement following each election for which funds are expended that includes: the method used to determine the need for funding an eligible activity, including the reliance on an advisory committee or advisory groups, surveys or any other methodology used to assess the need for the eligible activity; the activity performed and funded; the amount of funding expended; the category or categories of need being met; and any performance metric or assessment of the quality of the activity, including unsolicited public comment, advisory committee or advisory group comment, public comment solicited through surveys and on-site assessments conducted by the County, its agents or others.

EXHIBIT E
ADDITIONAL PROVISIONS

1. Secretary of State Policy Regarding Political Activity in the Workplace

The Secretary of State is the state's chief elections officer. It is, therefore, imperative that staff in the Secretary of State's Office, and those who contract with the Secretary of State's Office, refrain from engaging in any political activity that might call into question the office's impartiality with respect to handling election issues. Accordingly, the policy of the Secretary of State's Office with respect to political activity in the workplace, a copy of which will be given to every employee in the Secretary of State's office and incorporated as an attachment to contracts with the Secretary of State's Office, is as follows:

1. No employee of or contractor with the Secretary of State's Office shall engage in political campaign-related activities on state-compensated or federal-compensated time, except as required by official duties, such as answering inquiries from the public. In those cases where the contractor with the Secretary of State's Office is a county, the term "contractor" shall apply only to county elections office employees, county employees redirected to work temporarily for the county elections office, or any person, firm, company or business that provides reimbursable election-related services to a county elections office in furtherance of a contract. This prohibition shall not apply while an employee is on approved vacation or approved annual leave. This prohibition shall not apply to activities engaged in during the personal time of an employee.
2. No employee of or contractor with the Secretary of State's Office shall use any state property in connection with political campaign activities. It is strictly prohibited to schedule political campaign-related meetings or to conduct political campaign-related meetings in state office space, even if after normal working hours.
3. No employee of or contractor with the Secretary of State's Office shall use his or her official status with the Secretary of State's Office to influence political campaign-related activities or to confer support for or indicate opposition to a candidate or measure at any level of government.
4. No employee of or contractor with the Secretary of State's Office may be involved with political campaign-related telephone calls, letters, meetings or other political campaign-related activities on state-compensated or federal-compensated time. Requests by employees to switch to alternative work schedules, such as 4-10-40 or 9-8-80 work weeks, or to take vacation in order to accommodate political campaign-related activities or to attend political campaign functions, will be judged in the same manner

EXHIBIT E
ADDITIONAL PROVISIONS

and on the same basis as any other requests of this nature (i.e., existing needs of the office and discretion of the division chiefs).

5. The receipt or delivery of political campaign contributions or photocopies thereof on state property is strictly prohibited, as is the use of office time or state resources (e.g., intra-office mail or fax machines) to solicit or transmit political campaign contributions.
6. No employee of or contractor with the Secretary of State's Office may authorize any person to use his or her affiliation with the Secretary of State's Office in an attempt to suggest that the employee's or contractor's support or opposition to a nomination or an election for office or a ballot measure is of an "official," as distinguished from private, character.
7. No employee of or contractor with the Secretary of State's Office may display political campaign-related buttons, posters, or similar materials in areas visible to individuals who are in public areas of the Secretary of State's Office; nor may an employee of or contractor with the Secretary of State's Office display political campaign-related posters or other materials on windows facing out of the state office building.
8. No employee of or contractor with the Secretary of State's Office may use official authority or influence for the purpose of interfering with or attempting to affect the results of an election or a nomination for any public office.
9. No employee of or contractor with the Secretary of State's Office may directly or indirectly coerce or solicit contributions from subordinates in support of or in opposition to an election or nomination for office or a ballot measure.
10. An employee who is paid either partially or fully with federal funds, including the Help America Vote Act of 2002 (HAVA), is subject to the provisions of the federal Hatch Act, and is, therefore, prohibited from being a candidate for public office in a partisan election, as defined in the federal Hatch Act. However, any employee who is to be paid either partially or fully with funds pursuant to HAVA, shall first be consulted about the proposed funding and be informed about the prohibitions of the federal Hatch Act. The employee, whenever possible, shall be given the opportunity to engage in employment that does not involve HAVA funding.

EXHIBIT E
ADDITIONAL PROVISIONS

11. Provisions limiting participation in political campaign-related activities as provided for in this policy statement shall be included in every contract with the Secretary of State's Office.

If you have questions concerning these restrictions, please refer them to the Secretary of State Office contact person listed on the contract in Exhibit A, Section B.

12. Executive Order N-6-22-Russia Sanctions

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law. The EO directs state agencies to terminate contracts with, and to refrain from entering any new contracts with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the State determine Contractor is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. The State shall provide Contractor advance written notice of such termination, allowing Contractor at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the State.

**Exhibit G
HAVA Activity Reports**

STATE OF CALIFORNIA - SECRETARY OF STATE																																					
CONTRACTOR HAVA ACTIVITY REPORT																																					
NAME																COMPANY NAME										Month/Year					HAVA Coordinator's Approval						
Contract Number:																Location (Sacto/LA)																					
HAVA ACTIVITY HOURS																PROGRAM TIME REPORTING																					
	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	DELIVERABLE NAME	ORG	HOURS	
1																																			(Taken from proposal and contract)		0.00
2																																				0.00	
3																																				0.00	
4																																				0.00	
5																																				0.00	
6																																				0.00	
7																																				0.00	
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16																																				0.00	
17																																				0.00	
18																																				0.00	
19																																				MONTHLY TOTAL	0.00
SIGNATURE OF CONTRACTOR																DATE																					

**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

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ARE ADDITIONAL PERSONNEL REQUIRED? YES NO TYPE OF EMPLOYEE	IS THIS ITEM ALLOCATED IN THE BUDGET? YES NO IS A BUDGET TRANSFER REQUIRED? YES NO
SPACE BELOW FOR CLERK'S USE	
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BOARD VOTE: BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2026- _____ AGREEMENT 2026- _____ ORDINANCE _____
COMMENTS:	

CLERK OF THE BOARD

DATE

BOARD OF SUPERVISORS, COUNTY OF SIERRA, STATE OF CALIFORNIA

**ORDINANCE REPEALING SECTION 3.07.070 OF THE SIERRA COUNTY CODE
RELATING TO RESIDENCY REQUIREMENTS FOR SPECIFIED POSITIONS**

ORDINANCE NO. _____

WHEREAS, Section 3.07.070 of the Sierra County Code establishes residency requirements for certain County positions that are responsible for responding to emergencies; and

WHEREAS, the Board of Supervisors desires to remove these residency requirements from the Sierra County Code and instead adopt them as a Board policy by resolution, allowing greater administrative flexibility while maintaining emergency response readiness; and

WHEREAS, the Board of Supervisors concurrently intends to adopt a resolution establishing updated residency requirements for specified positions, including a modification of the required response time; and

WHEREAS, the Board of Supervisors finds that repealing Section 3.07.070 of the Sierra County Code and adopting the residency requirements by resolution serves the best interests of the County and its residents.

NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF SIERRA DOES ORDAIN AS FOLLOWS:

Ordinance Section One:

Section 3.07.070 of the Sierra County Code, entitled "*Residency requirements for specified positions,*" is hereby repealed in its entirety.

Ordinance Section Two:

This ordinance shall take effect thirty (30) days after its adoption. Before the expiration of fifteen (15) days after adoption of this ordinance, it shall be published once with the names of the members of the board of Supervisors, voting for and against the ordinance in the Mountain Messenger, a newspaper of general circulation published in the County of Sierra, State of California.

Introduced at a regular meeting of the board of Supervisors held on the 3rd day of February, 2026, and passed and adopted by the Board of Supervisors of the County of Sierra, State of California, the 17th day of February, 2026.

AYES:
NOES:
ABSTAIN:
ABSENT:

COUNTY OF SIERRA

PAUL ROEN, CHAIR
BOARD OF SUPERVISORS

ATTEST:

APPROVED AS TO FORM:

HEATHER FOSTER
CLERK OF THE BOARD

ANDREW PLETT
COUNTY COUNSEL

3.07.070 Residency requirements for specified positions.

A. It is the intent of the county to ensure that county employees who are employed in positions that are primarily responsible for responding to emergencies, including but not limited to law enforcement officers, emergency service workers and road workers who need to respond to weather and other emergencies affecting the use of county roads and facilities (such as the Sierra Brooks water system), will be able to reasonably respond to such emergencies when called out after their customary work hours.

B. County employees that are employed in each of the following designated positions shall be required to live within 30 minutes (under normal driving conditions) of the base station that is otherwise designated for the employee's position:

All Deputy Sheriffs (including without limitation the Undersheriff)

Animal Control Officers

All Corrections Officers/Dispatchers

Road Maintenance Worker I, II, III

Equipment Mechanic I, II, III

Road Maintenance Leadworker

Equipment Shop Leadworker

Road Maintenance Supervisor

Equipment Shop Supervisor

Road Superintendent

Deputy Director of Public Works-Operations

OES Coordinator I, II, III

Plant Manager I, II, III

Supervising OES Coordinator

Supervising Plant Manager

Director of Transportation

OES Director

County Service Area Worker I, II, III

Water System Operator I, II, III

Environmental Health Director

C. The provisions of the ordinance codified in this chapter (adding SCC [3.07.070](#) to the County Code) shall not apply to any permanent part-time or full-time employee who would otherwise, because of the location of his or her domicile as of the date of the adoption of the ordinance codified in this chapter, not be in compliance with the foregoing provisions and if the employee was employed by the county on or before April 20, 2010 (hereinafter referred to as preexisting employee(s)). Notwithstanding the foregoing the provisions of this chapter may apply to any such preexisting permanent part-time or full-time employee(s) if the MOU between the county and the employee's bargaining unit expressly incorporates the provisions of this chapter as being applicable to such preexisting employees.

D. Employees that are required to comply with the provisions of this section shall have a period of 90 days from the date of beginning employment or from accepting a new position or promotion into a position which is covered by this section (which may include a change of the employee's base station), in which to establish permanent residency in accordance with the above requirements. Any employee that does not physically establish residency in compliance with the provisions of this section within these timelines shall be promptly terminated from county employment. If the employee is serving a probation period in his or her employment, including situations where the employee is in a new position or has been promoted and is serving a probationary period, the employment shall be deemed terminated during the probationary period without further action required by the county and/or the employee's department head and the County Auditor shall thereafter not make any payments to the terminated employee. Notwithstanding the foregoing any employee may, for good cause, request a one-time extension of the time limit for establishing residency for an additional 90 days. Any such request for an extension shall be made to the employee's department head prior to the running of the initial 90-day period and shall be promptly acted on by the department head. In no event shall the total time allowed for establishing residency exceed 180 calendar days. Notwithstanding the foregoing provisions, employees who would otherwise, because of the location of his or her domicile as of the date of the adoption of the ordinance codified in this chapter, not be in compliance with the foregoing provisions, and who are employed in positions with a journeyman series, such as a I, II, or III, shall not be subject to the residency requirements if promoted to a higher position so long as the position is not one of a supervisory nature.

E. Any employee who fails to establish and to thereafter continuously maintain residency as required under this section shall be subject to immediate action to terminate his or her employment in accordance with the procedures set out in Chapter [3.10](#) SCC (if applicable to the subject employee) and the employee's department head or any other official with authority to institute proceedings to terminate the employment shall immediately institute such proceedings. Any county employee or official having knowledge of a violation of this section shall be under an affirmative obligation to promptly report same to the Board of Supervisors. (Ord. 1020, eff. 5/20/10)

The Sierra County Code is current through Ordinance 1141, passed August 19, 2025.

Disclaimer: The clerk of the board's office has the official version of the Sierra County Code. Users should contact the clerk of the board's office for ordinances passed subsequent to the ordinance cited above.

[County Website: www.sierracounty.ca.gov](http://www.sierracounty.ca.gov)

[County Telephone: \(530\) 289-3295](tel:(530)289-3295)

[Hosted by General Code.](#)

**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

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ARE ADDITIONAL PERSONNEL REQUIRED? YES NO TYPE OF EMPLOYEE	IS THIS ITEM ALLOCATED IN THE BUDGET? YES NO IS A BUDGET TRANSFER REQUIRED? YES NO
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COMMENTS:	

CLERK OF THE BOARD

DATE

BOARD OF SUPERVISORS, COUNTY OF SIERRA, STATE OF CALIFORNIA

**ORDINANCE REPEALING SECTION 5.30.015 OF THE SIERRA COUNTY CODE
RELATED TO GRAND JURY COMPENSATION**

ORDINANCE NO. _____

WHEREAS, Section 5.30.015 establishes compensation for Grand Jurors; and

WHEREAS, the Sierra County Board of Supervisors has determined that Grand Jury compensation is administrative in nature and does not require codification in County Code; and

WHEREAS, establishing Grand Jury compensation by resolution rather than ordinance provides greater flexibility to adjust compensation amounts as needed without requiring future amendments to County Code; and

WHEREAS, the Board desires to repeal Section 5.30.015 of the Sierra County Code and remove Grand Jury compensation from the Sierra County Code, with compensation to be set by resolution of the Board of Supervisors.

**THE BOARD OF SUPERVISORS OF THE COUNTY OF SIERRA DOES ORDAIN AS
FOLLOWS:**

Ordinance Section One:

Section 5.30.015 of the Sierra County Code, entitled "*Grand Juror Fees*" is hereby repealed in its entirety.

Ordinance Section Two:

This ordinance shall take effect thirty (30) days after its adoption. Before the expiration of fifteen (15) days after adoption of this ordinance, it shall be published once with the names of the members of the board of Supervisors, voting for and against the ordinance in the Mountain Messenger, a newspaper of general circulation published in the County of Sierra, State of California.

Introduced at a regular meeting of the board of Supervisors held on the 3rd day of February, 2026, and passed and adopted by the Board of Supervisors of the County of Sierra, State of California, the 17th day of February, 2026.

AYES:
NOES:
ABSTAIN:
ABSENT:

COUNTY OF SIERRA

PAUL ROEN, CHAIR
BOARD OF SUPERVISORS

ATTEST:

APPROVED AS TO FORM:

HEATHER FOSTER
CLERK OF THE BOARD

ANDREW PLETT
COUNTY COUNSEL

Chapter 5.30

PAYMENT OF JUROR ATTENDANCE EXPENSE

Sections:

5.30.010 *Repealed.*

5.30.015 **Grand juror fees.**

5.30.010 Payment of juror attendance expense.

Repealed by Ord. 1064.

5.30.015 Grand juror fees.

The fee for each day's attendance by grand jurors shall be \$25.00 a day for each day's attendance as a juror at a full meeting of the grand jury. In addition, grand jurors shall receive the mileage reimbursement applicable to county employees for each mile actually traveled in attending either a full meeting of the grand jury or the meeting of any grand jury committee meeting of which the juror is a member. (Ord. 1064, eff. 12/17/15)

The Sierra County Code is current through Ordinance 1141, passed August 19, 2025.

Disclaimer: The clerk of the board's office has the official version of the Sierra County Code. Users should contact the clerk of the board's office for ordinances passed subsequent to the ordinance cited above.

[County Website: www.sierracounty.ca.gov](http://www.sierracounty.ca.gov)

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**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

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COMMENTS:	

CLERK OF THE BOARD

DATE



**STATE OF CALIFORNIA, COUNTY OF SIERRA
BOARD OF SUPERVISORS
MINUTES
REGULAR MEETING**

Lee Adams, District 1
P.O. Box 1 - Downieville, CA 95936 - 530-289-3506 - supervisor1@sierracounty.ca.gov
Lila Heuer, District 2
P.O. Box 485 - Sierra City, CA 96125 - 916-580-5608 - lheuer@sierracounty.ca.gov
Paul Roen, Chair, District 3
P.O. Box 43 - Calpine, CA 96124 - 209-479-2770 - supervisor3@sierracounty.ca.gov
Terry LeBlanc, District 4
P.O. Box 387 - Loyalton, CA 96118 - 707-489-0314 - tleblanc@sierracounty.ca.gov
Sharon Dryden, Vice-Chair, District 5
P.O. Box 246 - Loyalton, CA 96118 - 530-913-9218 - sdryden@sierracounty.ca.gov

The Sierra County Board of Supervisors met in regular session commencing at 9:00 a.m. on January 20, 2026, at 105 Beckwith Street, Social Hall, Loyalton, CA. This meeting was recorded for posting on the Board of Supervisors' website at www.sierracounty.ca.gov.

PLEDGE OF ALLEGIANCE: Led by Supervisor Dryden

ROLL CALL

Present: Lee Adams, Supervisor, District #1
Lila Heuer, Supervisor, District #2
Paul Roen, Supervisor, Chair, District #3
Terry LeBlanc, Supervisor, District #4
Sharon Dryden, Supervisor, Vice Chair, District #5

Staff: Heather Foster, County Clerk-Recorder
Tony Miller, County Auditor
Brandon Pangman, Director of Planning/Building (Interim
Public Works Director
Sheryll Prinz-McMillan, Behavioral Health Director
Andrew Plett, County Counsel

January 20, 2026

APPROVAL OF THE CONSENT AGENDA

The Board moved to approve the Regular Agenda.

APPROVED. Motion: LeBlanc/Adams/Unanimous Roll Call Vote: 5/0

12. CONSENT AGENDA

12.A. Agreement between the California Mental Health Services Authority (CalMHSA) and County of Sierra for participation in county use of specialized training material, in an amount not to exceed \$5,000, from February 1, 2026, through June 30, 2028. (BEHAVIORAL HEALTH)

APPROVED, Agreement 2026-007

12.B. Ratification of the revised job description for the Director of Public Works and Transportation. (PERSONNEL)

12.C. Authorize payment to R & J Joy, Inc. dba Joy Engineering for 487.78 tons of 3/4 AB rock base for disaster recovery project 83115, FEMA disaster 4699, in an amount not to exceed \$9,102.70. (PUBLIC WORKS)

12.D. Addendum to Agreement 2022-019 between the County of Sierra and Tyler Technologies, Inc. for the implementation of electronic recording services, including a one-time cost of \$6,395 and ongoing annual costs of \$3,995. (CLERK-RECORDER)

APPROVED, Agreement 2026-008

APPROVAL OF THE REGULAR AGENDA

At the request of the Clerk, Item 6.A. was pulled from the Regular Agenda to allow the Ad Hoc Committee to continue discussions regarding the use of the Sierraville School as a satellite office.

6.A. Discussion/action regarding establishing a satellite office for the County Auditor's Office at the Sierraville School, and authorization to advertise vacant positions with the assigned duty station to be either the Downieville office or the Sierraville School.

The Board moved to approve the Regular Agenda as amended.

APPROVED. Motion: LeBlanc/Dryden/Unanimous Roll Call Vote: 5/0

2. PUBLIC COMMENT OPPORTUNITY

At 9:03 a.m. Chair Roen opened and closed the public comment opportunity.

3. COMMITTEE REPORTS & ANNOUNCEMENTS

No reports were given.

4. DEPARTMENT MANAGERS' REPORTS & ANNOUNCEMENTS

The Sheriff provided an update on wolf activity in Sierra Valley, reporting that there have been no depredations since three adult wolves were euthanized by the California Department of Fish and Wildlife. He noted that wolves remain present in the valley and that regular reports are still being received.

The Sheriff commented on recent media coverage, including PBS footage filmed in the area, and noted that he plans to review the interview footage.

The Sheriff reported meeting with Assemblywoman Heather Hadwick regarding two proposed bills related to wolves: a transparency bill that would require CDFW to share DNA, GPS, and telemetry data with counties, and a public safety bill that would authorize the removal of habituated wolves from communities. He stated that he plans to testify at an upcoming Assembly hearing on wolves, which is expected to include testimony from state sheriffs, wildlife officials, and animal advocacy groups.

The Sheriff also reported that CDFW Director Charlton Bonham has left the agency and that an interim director has been appointed. He noted that he will be meeting with the interim director along with other sheriffs and anticipates no immediate changes in policy, with operations expected to remain status quo.

Supervisor Adams reported that the Rural County Representatives of California (RCRC) will be meeting the day prior to the Board's next regular meeting on February 2.

The Personnel Director reported that recruitment for Information Systems Administrator positions has been successful, with one candidate starting on the 26th and an offer extended for a second position. She further reported that the County is actively recruiting for multiple vacancies across several departments.

5. FOREST SERVICE UPDATE

Sierraville District Ranger Rachel Hutchinson reported that while winter conditions limit field work, planning and project development activities remain ongoing. She noted the Forest Service is partnering with the American Conservation Experience to assist with hiring front desk and recreation staff for the 2026 season and encouraged local applicants to apply.

Ranger Hutchinson reported that pile burning near Sierraville is continuing as conditions allow and that the Forest Service plans to transition most campground operations to concessionaire management beginning in 2026, with Jackson Meadows remaining under Forest Service operation in the interim. She also reported that over-snow vehicle activity has been high, that snowmelt may begin to limit trail grooming, and emphasized public safety as conditions change.

Beckwourth District Ranger Michael Rahe introduced Laura Schweitzer, newly appointed Forest Supervisor for the Plumas National Forest.

Ms. Schweitzer provided brief introductory remarks, noting her background in forestry and forest management, her Northern California roots, and her commitment to working collaboratively with local governments and partners. She stated that she plans to attend Board meetings periodically and encouraged continued coordination through District staff.

Ranger Rahe reported that several forest management decisions were signed in December, including projects addressing post-Dixie Fire recovery, fuel reduction, and restoration efforts on the east side of the forest and near local communities. He reported progress on multiple large-scale projects, including tributary restoration and prescribed fire activities, noting that approximately 3,100 acres have been treated this year, with additional burning planned as conditions allow. He also reported continued recruitment for fire positions and stated that timber production targets for the coming years remain strong and on track with partner support.

6. AUDITOR - TONY MILLER

- 6.B. Discussion and authorization for the County Auditor to advertise and fill an existing vacancy at the Senior Accountant or Chief Deputy Auditor level.

The County Auditor reported that the vacancy has been advertised for approximately two weeks and that, upon reassessing the department's needs, the position requires a higher level of accounting expertise and skill set.

The Board moved to authorize the County Auditor to advertise and fill an existing vacancy at either the Senior Accountant or Chief Deputy Auditor level.

APPROVED. Motion: Adams/LeBlanc/Unanimous Roll Call Vote: 5/0

7. BEHAVIORAL HEALTH - SHERYLL PRINZ-MCMILLAN

- 7.A. Authorization to pay an outstanding invoice to Wellspace Hospital in the amount of \$9,554.54 for client services rendered from March through April 2025.

January 20, 2026

The Director of Behavioral Health reported that an invoice from WellSpace Hospital for services rendered during March and April 2025 was inadvertently delayed after being caught in an email filter and therefore was not paid within the prior fiscal year. She noted that a valid contract was in place at the time services were provided and remains in effect.

The Director requested Board authorization to pay the outstanding invoice, consistent with County practice for prior fiscal year obligations.

In response to Supervisor Dryden's inquiry, the Director stated that WellSpace Hospital has not expressed concerns regarding the delay, that staff communicated promptly once the issue was identified, and that the provider understood the need to return to the Board for approval. She noted that the County maintains a positive, ongoing relationship with the provider.

The Board moved to authorize payment to WellSpace Hospital in the amount of \$9,554.54 for client services rendered from March through April 2025.

APPROVED. Motion: Adams/Heuer/Unanimous Roll Call Vote: 5/0

- 7.B. Agreement between the California Mental Health Services Authority (CalMHSA) and County of Sierra for participation in External Quality Review and Performance Improvement Projects, in an amount not to exceed \$17,280 for Fiscal Year 2025/2026.

The Director of Behavioral Health reported that the agreement with the California Mental Health Services Authority will allow the County to utilize an external auditor to assist with newly required state audits, including External Quality Reviews and Performance Improvement Projects, and will support compliance without the need to add staff.

The Board moved to approve the agreement between the California Mental Health Services Authority (CalMHSA) and County of Sierra for participation in External Quality Review and Performance Improvement Projects, in an amount not to exceed \$17,280 for Fiscal Year 2025/2026.

APPROVED, Agreement 2026-009. Motion: Adams/LeBlanc/Unanimous Roll Call Vote: 5/0

- 7.C. Agreement between the California Mental Health Services Authority (CalMHSA) and County of Sierra for participation in the Healthcare Effectiveness Data and Information Set (HEDIS) program, in an amount not to exceed \$17,280, for Fiscal Year 2025/2026.

The Director of Behavioral Health reported that the agreement with the California Mental Health Services Authority will provide required external review of HEDIS data as part of new statewide audit and quality oversight requirements. She noted that using an

January 20, 2026

external provider avoids the need to hire additional staff and that, while the agreement includes a not-to-exceed amount, costs are expected to be lower due to the County's size.

The Board moved to approve the agreement between the California Mental Health Services Authority (CalMHSA) and County of Sierra for participation in the Healthcare Effectiveness Data and Information Set (HEDIS) program, in an amount not to exceed \$17,280, for Fiscal Year 2025/2026.

APPROVED, Agreement 2026-010. Motion: Adams/Dryden/Unanimous Roll Call Vote: 5/0

8. PUBLIC WORKS/TRANSPORTATION

- 8.A. Continued discussion and direction regarding the acceptance of green waste and burn policies at the County's solid waste transfer sites.

The Interim Director of Public Works reported no substantive update at this time due to scheduling challenges. He stated that a meeting regarding the Sierra City Transfer Site will occur Thursday with County staff, the Sierra City Fire Department, and the Forest Service, followed by a Solid Waste Task Force meeting on the 28th at the Sierraville School to address broader green waste and burning policies. Staff will return with recommendations.

Supervisor Adams reported visiting the Sierra City site and expressed concern regarding the large-diameter logs and volume of material present, stating it appeared inconsistent with green waste standards and suggesting stronger enforcement is needed.

The Director responded that the current 10-inch diameter limit would prohibit acceptance of such material today and explained that the existing stockpile was largely received prior to that policy. He stated that burning operations have been suspended since last summer, no additional oversized material is being accepted, and staff is evaluating safer alternatives for addressing the existing pile in coordination with the Fire Department and Forest Service.

It was noted that Robinson Enterprises loaned an excavator to assist with moving material. Supervisor Adams indicated he plans to attend the upcoming meeting.

9. BOARD OF SUPERVISORS

- 9.A. Discussion/action regarding transferring excess funds from the County's self-insured programs through Trindel, and adoption of a resolution authorizing the Auditor to make changes to the 2025/2026 Final Budget. (CHAIR ROEN)

January 20, 2026

Chair Roen reported that the item stems from prior discussions regarding the County's self-insured programs administered through Trindel Insurance Fund, and the identification of excess, unallocated funds available for potential use.

Supervisor Adams noted that one self-insured program requires a funding adjustment to avoid penalties and would recommend making the adjustment. He added that Trindel has also identified approximately \$770,000 as excess funding within the workers' compensation program. He recommended transferring a portion of the excess funds to County contingencies to ensure accessibility during the budget year, while maintaining adequate reserves.

The Auditor clarified that \$100,000 had already been transferred to address the property program and explained that remaining excess workers' compensation funds are allocated approximately 70% to the General Fund and 30% to Special Revenue Funds.

Following brief discussion, the Board moved to authorize the transfer of \$500,000 in excess self-insurance funds to County contingencies and to adopt the resolution authorizing the Auditor to amend the 2025/2026 Final Budget to reflect the corresponding increase in revenues and contingency appropriations, allocated approximately 70% to the General Fund and 30% to Special Revenue Funds. The Board further directed the Clerk and Auditor to finalize the resolution with the appropriate percentages and fund numbers.

ADOPTED as amended. Resolution 2026-008. Motion: Adams/Dryden/Unanimous Roll Call Vote: 5/0

9.B. Discussion, clarification, and possible action regarding the current soft hiring freeze. (CLERK OF THE BOARD)

The Clerk stated that the item was brought forward following discussion at a Department Head meeting to clarify whether departments may advertise vacant positions during a soft hiring freeze or whether Board approval is required prior to advertising.

The Director of Personnel stated that her preference is not to bifurcate the recruitment process, explaining that advertising positions without the ability or intent to fill them creates inefficiencies, additional workload, and false expectations for applicants. She noted that delays between Board meetings can negatively impact department operations and stated that positions should not be advertised unless there is intent to fill them.

The Clerk of the Board noted that the issue recently arose in connection with a vacancy in the Transportation Department and emphasized the need for consistent direction.

Supervisor Adams acknowledged the need for consistency while also recognizing the operational challenges caused by delays between Board meetings. He suggested

authorizing the Chair to approve advertising on an interim basis when operational needs require, with the action returned to the Board for ratification.

Supervisor Dryden agreed, noting that as a small county without a County Administrative Officer, limited interim authority would assist departments in addressing time-sensitive vacancies.

By consensus, the Board authorized the Chair of the Board to approve interim advertising of vacant positions during a soft hiring freeze when operational needs warrant, with such actions to be ratified at the next regular meeting.

10. TIMED ITEMS

10.A. 10:00 A.M. - 211 DISASTER RELATED-REFERRAL SERVICES

Discussion/approval of agreement between the County of Sierra, through its Public Health Department, and Nevada-Sierra Connecting Point Public Authority for the provision of 211 disaster-related referral services in Sierra County, for the term February 1, 2026, through January 31, 2027, with a one-time implementation cost of \$8,000, an annual cost of \$3,000, and additional fees associated with major incident or disaster activation; and adoption of a resolution authorizing the Auditor to make certain changes to the 2025/2026 Final Budget to fund said services.

Chair Roen introduced the item, noting prior Board discussions regarding implementation of 211 services in Sierra County following community concerns identified during recent emergency evacuations.

Supervisor Dryden provided background on prior presentations by Nevada-Sierra Connecting Point and explained that earlier consideration was delayed due to budget uncertainty. She stated that the current proposal focuses on emergency-only 211 services and requested input from Public Health and staff regarding implementation and funding.

The Director of Public Health reported that 211 services align with Public Health and emergency preparedness functions and noted strong community support through the Community Health Improvement Plan (CHIP) communication workgroup. She stated that the initial focus would be emergency response only, with potential consideration of expanded services in future fiscal years.

The Risk Manager reported that the one-time \$8,000 implementation cost could be funded through Trindel Insurance Fund safety-related funds, noting the expenditure is appropriate and one-time in nature.

The Clerk of the Board clarified that the agreement includes a one-time \$8,000 implementation cost and a \$3,000 annual maintenance cost. She further clarified that Trindel would pay the \$8,000 directly to the contractor, and therefore no revenue adjustment resolution was required for that portion. She noted that Board direction was needed to identify the funding source for the \$3,000 annual cost.

Supervisor Adams expressed conditional support for emergency-only services, emphasizing the importance of maintaining realistic expectations, avoiding dependency on County services for non-emergency needs, and carefully considering long-term obligations.

Supervisor Heuer noted that 211 services provide call tracking and reporting, allowing the County to monitor usage and effectiveness.

Supervisor Dryden emphasized that 211 would primarily serve residents unfamiliar with local emergency systems and would reduce pressure on Sheriff dispatch during emergencies. She noted that education and outreach would be supported by community partners rather than County staff.

The Sheriff stated he was not opposed to the service, noting its potential benefit during large-scale emergencies, while cautioning that utilization may be limited outside of major events and that public education would be critical. He also noted infrastructure limitations in some areas during disasters.

The Auditor raised questions regarding responsibility for information management, messaging, and long-term costs, and suggested continued emphasis on emergency preparedness education.

The Chief Technology Officer noted that the County has internal phone system capabilities that could supplement emergency communications but acknowledged that 211 provides a simpler, widely recognized option during emergencies.

Following further discussion, the Board determined that the proposal would be limited to emergency-only 211 services, with no expansion at this time.

The Board moved to approve the agreement to implement emergency-only 211 disaster-related referral services, authorized payment of the \$8,000 one-time implementation cost through Trindel safety funds, and directed staff to fund the \$3,000 annual maintenance cost from General Fund Contingencies, with future funding considerations to be reviewed by the Finance Committee.

APPROVED, Agreement 2026-011. Motion: Adams/Dryden/Unanimous Roll Call Vote: 5/0

- 9.C. Discussion and possible action regarding the Grand Jury's request for dedicated meeting spaces and an increase to the current Grand Jury meeting rate. (CHAIR ROEN)

Supervisor Adams stated that increasing the Grand Jury meeting rate from \$25 to \$50 is reasonable to reflect current costs and encourage participation, and expressed appreciation for the role of the Grand Jury. He reported that discussions have occurred

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regarding meeting space options, including the courthouse boardroom, courtroom, and other County facilities, and suggested further coordination among the Clerk, Court Executive Officer, and staff to finalize logistics.

Shannon Pedotti, Court Executive Officer, advised that courtroom use is feasible but generally limited to business hours and subject to court scheduling needs, confidentiality considerations, and building access outside normal hours. She stated the court is willing to coordinate scheduling in advance and offered a secure, locked file cabinet near the Clerk's counter for Grand Jury document storage.

Supervisor Adams noted that after-hours access has been provided in the past for other public bodies and suggested similar arrangements could be made for the Grand Jury.

Staff and Board members identified additional potential meeting locations, including the Sheriff's Office conference room and the Sierraville School, and agreed to continue working collaboratively to identify suitable meeting and storage solutions for the Grand Jury.

The Board moved to Board directed staff to continue coordination with the Court and County departments regarding Grand Jury meeting space and storage options, and expressed consensus support for increasing the Grand Jury meeting rate from \$25 to \$50.

APPROVED. Motion: Adams/Dryden/Unanimous Roll Call Vote: 5/0

9.D. Resolution proclaiming January 2026 as Grand Jury Awareness Month.
(CHAIR ROEN)

The Board moved to adopt the resolution proclaiming January 2026 as Grand Jury Awareness Month.

ADOPTED, Resolution 2026-009. Motion: Adams/LeBlanc/Unanimous Roll Call Vote: 5/0

10.B. 10:30AM NEW 2026 PROBATION LAWS

Discussion regarding new 2026 adult and juvenile probation laws.

The Chief Probation Officer provided an informational overview of significant adult and juvenile probation-related legislation taking effect in 2026, highlighting statutory changes impacting county justice operations, law enforcement practices, juvenile justice, labor requirements, and public meeting laws. He noted that many of the changes impose new mandates on counties, some potentially subject to state reimbursement.

Supervisor Adams thanked the Chief Probation Officer for the update, acknowledged the increasing volume of state mandates affecting counties, and

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expressed appreciation for the guaranteed minimum juvenile justice realignment funding level.

11. CLOSED SESSION

- 11.A. Closed session pursuant to Government Code Section 54956.9(d)(2) - conference with legal counsel - anticipated litigation - 1 case.
- 11.B. Closed session pursuant to Government Code section 54957 – Public Appointment or Employment – Director of Transportation.
- 11.C. Closed session pursuant to Government Code section 54957 – Public Appointment: Interim County Assessor.

CLOSED SESSION STATEMENT

The Board met in closed session from 11:08 a.m. to 12:24 p.m. County Counsel reported that no reportable action was taken on Item 11.A., and that direction was provided to staff on Items 11.B. and 11.C.

ADJOURN

At 12:24 p.m., with no further business, Chair Roen adjourned the meeting.

PAUL ROEN, CHAIR
BOARD OF SUPERVISORS

ATTEST:

HEATHER FOSTER
CLERK OF THE BOARD

**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

MEETING DATE: DEPARTMENT: PHONE NUMBER: REQUESTED BY:	TYPE OF AGENDA ITEM: REGULAR CONSENT TIMED SUPPORTIVE DOCUMENT ATTACHED: RESOLUTION MEMO AGREEMENT OTHER _____
AGENDA ITEM:	
BACKGROUND INFORMATION:	
FUNDING SOURCE: GENERAL FUND IMPACT:	OTHER FUND: AMOUNT: \$
ARE ADDITIONAL PERSONNEL REQUIRED? YES NO TYPE OF EMPLOYEE	IS THIS ITEM ALLOCATED IN THE BUDGET? YES NO IS A BUDGET TRANSFER REQUIRED? YES NO
SPACE BELOW FOR CLERK'S USE	
BOARD ACTION: APPROVED APPROVED AS AMENDED ADOPTED ADOPTED AS AMENDED DENIED OTHER NO ACTION TAKEN	SET PUBLIC HEARING FOR: _____ DIRECTION TO: _____ REFERRED TO: _____ CONTINUED TO: _____ AUTHORIZATION GIVEN TO: _____
BOARD VOTE: BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2026- _____ AGREEMENT 2026- _____ ORDINANCE _____
COMMENTS:	

CLERK OF THE BOARD

DATE



**STATE OF CALIFORNIA, COUNTY OF SIERRA
BOARD OF SUPERVISORS
MINUTES
SPECIAL MEETING**

Lee Adams, District 1

P.O. Box 1 - Downieville, CA 95936 - 530-289-3506 - supervisor1@sierracounty.ca.gov

Lila Heuer, District 2

P.O. Box 485 - Sierra City, CA 96125 - 916-580-5608 - lheuer@sierracounty.ca.gov

Paul Roen, Chair, District 3

P.O. Box 43 - Calpine, CA 96124 - 209-479-2770 - supervisor3@sierracounty.ca.gov

Terry LeBlanc, District 4

P.O. Box 387 - Loyalton, CA 96118 - 707-489-0314 - tleblanc@sierracounty.ca.gov

Sharon Dryden, Vice-Chair, District 5

P.O. Box 246 - Loyalton, CA 96118 - 530-913-9218 - sdryden@sierracounty.ca.gov

The Sierra County Board of Supervisors met in special session commencing at 3:00 p.m. on January 29, 2026. Locations available for the public to attend the meeting were at the Board of Supervisors' Chambers, Courthouse, Downieville, CA and 76 Charles Brown Road, Shoshone, CA. This meeting was recorded for posting on the Board of Supervisors' website at www.sierracounty.ca.gov.

PLEDGE OF ALLEGIANCE: Led by Supervisor Heuer

ROLL CALL

Present: Lee Adams, Supervisor, District #1
Lila Heuer, Supervisor, District #2
Paul Roen, Supervisor, Chair, District #3
Terry LeBlanc, Supervisor, District #4
Sharon Dryden, Supervisor, Vice Chair, District #5

Staff: Heather Foster, County Clerk-Recorder
Judi Behlke, Personnel Director/Risk Manager
Scott McLeran, Deputy County Counsel
Andrew Plett, County Counsel

January 29, 2026

APPROVAL OF THE REGULAR AGENDA

The Board moved to approve the Regular Agenda.

APPROVED. Motion: Dryden/Heuer/Unanimous Roll Call Vote: 5/0

2. PUBLIC COMMENT OPPORTUNITY

At 3:01 p.m. Chair Roen opened and closed the public comment opportunity.

3. CLOSED SESSION

3.A. Closed session pursuant to Government Code section 54957 - Public Employee Discipline/Dismissal/Release.

CLOSED SESSION STATEMENT

The Board met in closed session from 3:01 p.m. to 3:50 p.m. County Counsel reported that no reportable action was taken on Item 3.A.

ADJOURN

At 3:50 p.m., with no further business, Chair Roen adjourned the meeting.

PAUL ROEN, CHAIR
BOARD OF SUPERVISORS

ATTEST:

HEATHER FOSTER
CLERK OF THE BOARD

**SIERRA COUNTY BOARD OF SUPERVISORS'
AGENDA TRANSMITTAL & RECORD OF PROCEEDINGS**

MEETING DATE: DEPARTMENT: PHONE NUMBER: REQUESTED BY:	TYPE OF AGENDA ITEM: REGULAR CONSENT TIMED SUPPORTIVE DOCUMENT ATTACHED: RESOLUTION MEMO AGREEMENT OTHER _____
AGENDA ITEM:	
BACKGROUND INFORMATION:	
FUNDING SOURCE: GENERAL FUND IMPACT:	OTHER FUND: AMOUNT: \$
ARE ADDITIONAL PERSONNEL REQUIRED? YES NO TYPE OF EMPLOYEE	IS THIS ITEM ALLOCATED IN THE BUDGET? YES NO IS A BUDGET TRANSFER REQUIRED? YES NO
SPACE BELOW FOR CLERK'S USE	
BOARD ACTION: APPROVED APPROVED AS AMENDED ADOPTED ADOPTED AS AMENDED DENIED OTHER NO ACTION TAKEN	SET PUBLIC HEARING FOR: _____ DIRECTION TO: _____ REFERRED TO: _____ CONTINUED TO: _____ AUTHORIZATION GIVEN TO: _____
BOARD VOTE: BY CONSENSUS AYES: ABSTAIN: NOES: ABSENT:	RESOLUTION 2026- _____ AGREEMENT 2026- _____ ORDINANCE _____
COMMENTS:	

CLERK OF THE BOARD

DATE



**STATE OF CALIFORNIA, COUNTY OF SIERRA
BOARD OF SUPERVISORS
MINUTES
REGULAR MEETING**

Lee Adams, District 1

P.O. Box 1 - Downieville, CA 95936 - 530-289-3506 - supervisor1@sierracounty.ca.gov

Lila Heuer, District 2

P.O. Box 485 - Sierra City, CA 96125 - 916-580-5608 - lheuer@sierracounty.ca.gov

Paul Roen, Chair, District 3

P.O. Box 43 - Calpine, CA 96124 - 209-479-2770 - supervisor3@sierracounty.ca.gov

Terry LeBlanc, District 4

P.O. Box 387 - Loyalton, CA 96118 - 707-489-0314 - tleblanc@sierracounty.ca.gov

Sharon Dryden, Vice-Chair, District 5

P.O. Box 246 - Loyalton, CA 96118 - 530-913-9218 - sdryden@sierracounty.ca.gov

The Sierra County Board of Supervisors met in regular session commencing at 9:00 a.m. on February 3, 2026. Locations available to the public to attend will be at the Board of Supervisors' Chambers, Courthouse, Downieville, CA and the Hilton Nashville Downtown Lobby, 121 Fourth Avenue South, Nashville, TN 37201. This meeting was recorded for posting on the Board of Supervisors' website at www.sierracounty.ca.gov.

PLEDGE OF ALLEGIANCE: Led by Supervisor LeBlanc

ROLL CALL

Present: Lee Adams, Supervisor, District #1
Lila Heuer, Supervisor, District #2
Paul Roen, Chair, District #3
Terry LeBlanc, Supervisor, District #4
Sharon Dryden, Vice-Chair, Supervisor, District #5

Staff: Heather Foster, County Clerk-Recorder
Melissa Kinneer, Assistant County Clerk-Recorder
Chuck Henson, Chief Probation Officer
Tony Miller, County Auditor
Sheryl Prinz-McMillan, Director of Behavioral Health
Rhonda Grandi, Assistant Director of Public Health
Brandon Pangman, Planning/Building Director/Interim

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Public Works/Transportation Director
Andrew Plett, County Counsel
Judi Behlke, Personnel Director

Chair Roen passed the gavel to Vice-Chair Dryden.

APPROVAL OF THE CONSENT AGENDA

The Assistant County Clerk-Recorder clarified on the record that the correct quoted amount for consent item 15.H. is \$27,732.69, including \$1,060.59 in sales tax. The vendor provided an updated quote after the agenda was published. The agenda listed an incorrect amount, though the background materials reflect the updated figure.

The Board moved to approve the Consent Agenda.

APPROVED. Motion: LeBlanc/Heuer/Unanimous Roll Call Vote: 5/0

15. CONSENT AGENDA

15.A. Presentation of bids summary and adoption of resolution awarding contract for the Long Valley Road 2023 Storm Damage Repair Project to Hansen Bros. Enterprises for thirty (30) working days from the date of commencement of the project in an amount not to exceed \$414,853.80. (PUBLIC WORKS)

ADOPTED, Resolution 2026-010

APPROVED, Agreement 2026-012

15.B. Professional services agreement between CreativeEnvironmental and the County of Sierra for the Habitat Mitigation & Monitoring for Plumbago Road Bridge Replacement over Kanaka Creek in an amount not to exceed \$106,189 for a term of five (5) years. (PUBLIC WORKS)

APPROVED, Agreement 2026-013

15.C. Authorization to accept quote from Cascade Software Systems to migrate from on-premises services to WinCAMS Cloud services in an amount not to exceed \$4,300. (PUBLIC WORKS)

15.D. Resolution authorizing Public Health to hire the vacant Health Assistant position at the Health Assistant III, Step E, Longevity 2 level. (PUBLIC HEALTH)

ADOPTED, Resolution 2026-011

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- 15.E. Agreement between the Tulare County Superintendent of Schools and the County of Sierra for use of the 2025-2026 Cannabis Mini Grant from the California Friday Night Live (FNL) Partnership for youth-led cannabis prevention and education campaigns from October 1, 2025, through June 12, 2026, in an amount not to exceed \$3,000. (BEHAVIORAL HEALTH)

APPROVED, Agreement 2026-014

- 15.F. Rescission of Agreement 2026-009 and approval of agreement between the California Mental Health Services Authority (CalMHSA) and County of Sierra for participation in External Quality Review and Performance Improvement Projects, in an amount not to exceed \$17,280 for Fiscal Year 2025/2026. (BEHAVIORAL HEALTH)

APPROVED, Agreement 2026-015

- 15.G. Memorandum of Understanding (MOU) between the Tulare County Superintendent of Schools and the County of Sierra for the implementation of the 2025-2026 Friday Night Live (FNL) Thirdhand Smoke Test Kit Project (Thirdhand Smoke Project) from October 1, 2025, through June 30, 2026. (BEHAVIORAL HEALTH)

APPROVED, Agreement 2026-016

- 15.H. Ratify approval of quote from Monarch for Access Control and Security Cameras in an amount not to exceed \$26,672.10. (BEHAVIORAL HEALTH)
- 15.I. Resolution amending designation of the County Official responsible for administration of the Sierra County Solid Waste Benefit Assessment Fee Program. (CLERK OF THE BOARD)

ADOPTED, Resolution 2026-012

- 15.J. Resolution adopting amended Schedule D, Clerk-Recorder, Schedule I, Probation, and Schedule F, Health & Social Services/Behavioral Health to Resolution 2018-024, Sierra County Fee Schedule. (CLERK OF THE BOARD)

ADOPTED, Resolution 2026-013

- 15.K. Resolution approving the consolidation of the Sierra City Fire District Special Election with the County's Statewide Direct Primary Election to be held on June 2, 2026. (ELECTIONS)

ADOPTED, Resolution 2026-014

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- 15.L. Grant agreement between the California Electronic Recording Transaction Network Authority (CERTNA) and the County of Sierra for reimbursement of direct costs associated with implementing an Electronic Recording Delivery System (ERDS), in an amount not to exceed \$10,000 for a one-year term; and adoption of a resolution authorizing the Auditor to make certain changes to the 2025/2026 Final Budget to account for the grant funds. (CLERK-RECORDER)

APPROVED, Agreement 2026-017

ADOPTED, Resolution 2026-015

- 15.M. Rescission of Agreement 2026-008 and approval of amendment to Agreement 2022-019 between the County of Sierra and Tyler Technologies, Inc. for the implementation of electronic recording services, including a one-time cost of \$6,395 and ongoing annual costs of \$3,995. (CLERK-RECORDER)

APPROVED, Agreement 2026-018

APPROVAL OF THE REGULAR AGENDA

At the request of the Interim Public Works Director, urgency Item 11.D. was added to the regular agenda.

- 11.D. Authorization to hire two (2) Road Maintenance Workers at Level I, Step E immediately; with permission to promote both positions to a Level III, Step A upon successfully securing their Class A Driver's License.**

County Counsel inquired on the urgency of the matter.

The Interim Director of Public Works stated that the decision was driven by low staffing levels, anticipated winter storms, and broader public safety concerns.

After brief discussion, the Board moved to approve the Regular Agenda as amended.

APPROVED as amended. Motion: Adams/LeBlanc/Unanimous Roll Call Vote: 5/0

2. PUBLIC COMMENT OPPORTUNITY

At 9:06 the public comment opportunity was opened and closed.

3. COMMITTEE REPORTS & ANNOUNCEMENTS

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Supervisor Adams reported that the Tri-County Air Board met last Monday, during which Supervisor Roen was appointed Chair. He also provided an update on the recent RCRC meeting, noting that Mariposa County now chairs RCRC and that committee assignments have been finalized, with him continuing as Co-Chair of the Legislative Committee. Additionally, he reported that the RCRC Predator Committee met yesterday and held discussions with the new California Department of Fish and Wildlife (CDFW) leadership.

Supervisor Roen expressed appreciation to the Sheriff for testifying before Assemblywoman Hadwick's Parks and Recreation Committee in Sacramento and noted that the County was well represented at the predator related hearing.

4. DEPARTMENT MANAGERS' REPORTS & ANNOUNCEMENTS

The Interim Director of Public Works reported on significant activity on the transportation side, including coordination with the Forest Service on three upcoming resiliency projects; 89 acres of forest thinning on Mountain House; 550 acres of roadside thinning on Sattleback; and roadside thinning at the Lava site on Highway 49 between Goodyears Bar and Lavezzola, with bidding schedules expected to be developed in the coming weeks.

Interim Director Pangman provided additional updates on the Plumbago Bridge project nearing completion, with the bridge rail to be installed Monday, allowing the detour to be removed, and approximately 14 days of work remaining once construction resumes in the spring; progress on the Smithneck project nearing completion of CEQA and NEPA work; renovations of County offices at 704 Mill Street in Loyalton at 90% completion and under budget; work at 202 Front Street in Loyalton at 75% completion within budget; and the Brandy City 2023 storm repair plans expected to be finalized by month's end for a March 3rd bid.

Interim Director Pangman also recognized Billy Epps, Engineer Technician III, for his persistence in securing over \$250,000 in state California Disaster Assistance Act (CDAA) funding for the 2023 winter storms after multiple federal rejections.

The Director of Behavioral Health reported on new hires in the department.

5. FOREST SERVICE UPDATE

Yuba District Ranger Thomas Parrack reported that the SO has received approvals, including the arrival of a bridge specialist engineer to support local load ratings and timber harvest bridge design, as well as the determination needed for the Girl Scout Camp bridge to move forward with a potential sale or transfer. He added that he is most pleased to finally have design approval for the Sandbridge boardwalk, which was delayed due to the lack of a qualified engineer to review the plans.

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Ranger Parrack also reported on increased minerals permitting activity for the Highway 49 corridor due to current gold prices; upcoming seasonal hiring across Yuba and American River districts; summer visitor services staffing in Downieville; and anticipated Caltrans work on Highway 49 that may affect timber harvest operations.

Ranger Parrack noted on this being his last meeting and expressed appreciation to the people and tremendous resources he has worked with, stating it has been an honor to serve.

Vice-Chair Dryden thanked Ranger Parrack for his consistent and transparent service to Sierra County, and Supervisor Adams offered congratulations on his upcoming retirement.

Toiyabe District Ranger Matthew Zumstein reported that approximately 50 acres of piles are being prepared for burning once snow conditions allow, and that work continues toward advancing the mud sale, though road issues require engineering review and updated discussions to support potential road improvements after last year's no bid outcome. He noted that all recreation infrastructure is closed for the winter and that law enforcement is addressing ongoing dumping issues near Verdi.

6. PROBATION - CHUCK HENSON

- 6.A. Authorization to advertise and hire for the Deputy Probation Officer I-III position due to a vacancy occurring on April 24, 2026.

The Chief Probation Officer requested authorization to advertise and begin the hiring process for a Deputy Probation Officer position in anticipation of Deputy Scott Quade's retirement on April 24th, which will leave the department short staffed by one of its three sworn positions. He emphasized the critical public safety role of the adult services position, which manages high risk and high needs offenders, parolees, sex offenders, and collaborative court cases, noting that the other sworn positions are restricted by pretrial and juvenile funding requirements. He explained that onboarding for law enforcement roles is lengthy and increasingly difficult due to state and medical testing, background, and academy requirements, and that the position is fully funded through Senate Bill (SB) 678 realignment funds.

Supervisor Adams inquired about the appropriate hiring level for the position based on the applicant's qualifications.

Chief Henson confirmed the recruitment would be for a Deputy Probation Officer I-III, not the senior level position equivalent to the Chief, due to current financial considerations and increased labor costs.

Discussion ensued with the Board.

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After brief discussion, the Board moved to authorize advertising and to fill the Deputy Probation Officer I-III position due to a vacancy occurring on April 24, 2026.

APPROVED. Motion: Adams/LeBlanc/Unanimous Roll Call Vote: 5/0

- 6.B. Memorandum of Understanding (MOU) between Tuolumne County and the County of Sierra for the placement of detained juveniles at the Mother Lode Juvenile Detention Facility from February 3, 2026, through June 30, 2028, with two additional one-year periods through June 30, 2030, in an amount not to exceed \$182,500 per Fiscal Year.

The Chief Probation Officer reported on the proposed juvenile detention contract with Tuolumne County, noting that after touring the Sonora facility in November he was impressed with its operations, medical and mental health services, and specialized juvenile sex offender treatment. He explained that, like existing contracts with Placer and Butte counties, Tuolumne would only incur costs when used, providing an important backup option given the hardship of placement in juvenile halls and limited bed availability. He added that Tuolumne offers competitive rates for detention, camp level services, and secure track placements previously handled by the state and would strengthen the County's ability to place youth when needed.

Vice-Chair Dryden commented on accompanying Chief Henson on several facility tours and remarked on being particularly impressed with the industrial arts program observed at the Butte County facility. She further expressed appreciation for the range of services available through the Tuolumne facility, noting that the variety helps ensure juveniles can be placed in programs that best meet their individual needs.

Supervisor Adams remarked on the high cost of juvenile placement services, noting the irony that competitive rates now range from \$250 to \$500 per day and expressed appreciation for the Chief's comments regarding the increasing difficulty of securing juvenile hall placements, observing that Nevada County operated its former hall for decades, built a new facility, and now is closed, with plans to repurpose the building possibly as an indoor firearms range.

The Board moved to approve the Memorandum of Understanding (MOU) between Tuolumne County and the County of Sierra for the placement of detained juveniles at the Mother Lode Juvenile Detention Facility from February 3, 2026, through June 30, 2028, with two additional one-year periods through June 30, 2030, in an amount not to exceed \$182,500 per Fiscal Year.

APPROVED, Agreement 2026-019. Motion: Adams/Heuer/Unanimous Roll Call Vote: 5/0

7. AUDITOR - TONY MILLER

- 7.A. Discussion/direction regarding a controlled, short-term financial systems reset to address structural weakness in the County's chart of accounts,

February 3, 2026

treasury accounting, inter fund practices, and financial reporting processes to outline a path forward for selection and implementation of a modern enterprise resource planning (ERP) system.

The Auditor provided an overview of the county's increasingly complex financial operations and outlined a proposed two-part strategy to strengthen accounting practices, beginning with a comprehensive cleanup and restructuring of the chart of accounts, followed by implementation of a new accounting system. He emphasized the need for a controlled reset rather than gradual changes, noting that external CPA support will be required to complete the work within a 90 to 120-day window to launch a new chart of accounts by July 1st and align it with the fiscal year 2026/2027 budget process. He added that enterprise resource planning (ERP) implementation would follow with a targeted go-live date of July 1, 2027. He clarified that the item does not allege misconduct, require restatements, or select any vendors, and requested direction from the Board on next steps as he continues identifying qualified external CPA firms.

Supervisor Adams, reported on the discussions held with the Finance Committee regarding the proposal, acknowledging that the cost will be significant, likely in the six-figure range, but also the result of decades of accumulated complexity. He appreciated the Auditor's clarification that the effort does not allege misconduct or require restating prior audits but reflects the need to modernize and improve efficiency. He emphasized the importance of vetting the proposal with department managers, given both the operational impacts and the potential budget implications. He concluded by expressing hope that a modernized system will ultimately improve efficiency and reduce long-term costs.

Supervisor Roen concurred with Supervisor Adams' comments, stating that he, the Auditor, and others have held extensive discussions over the past several weeks and that feedback from the department managers' meeting was positive. He reiterated longstanding concerns raised over the past few years and stated that it is time for the County to modernize its financial systems, expressing confidence that the proposed changes will improve operations for both the Board and department managers.

The Auditor provided additional clarification, emphasizing that new accounting software alone will not resolve the County's financial challenges. He noted that the most significant work will involve behavioral and structural changes in financial practices, as well as a shift in mindset across departments. While the right tool will improve efficiency, the success of the project will depend on adopting consistent, modernized accounting processes. He shared that recent meetings with departments have been encouraging, with broad recognition of the need for greater financial transparency and timeliness.

Vice-Chair Dryden emphasized the need to avoid repeating the challenges of this year's budget process, describing it as unpredictable and overly dependent on institutional knowledge held by a single individual. She noted that while prior staff managed the system effectively for many years, the lack of a modern, transparent structure makes it difficult for new personnel and unsustainable for the County's future.

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She stressed that investing in updated financial systems is essential for long-term stability, especially given evolving regulations. She thanked the Auditor and Finance Committee for bringing the issue forward early, acknowledged the significant workload and financial commitment required, and expressed appreciation for the department head's willingness to engage in necessary change.

The Auditor stated that he intends to return to the March 3rd meeting with a more finalized proposal for Board approval and is working now to avoid delays. He explained that he has contacted approximately eight CPA firms, with two having responded so far, and will continue following up to secure additional options. He noted that some firms appear more nonprofit focused while others have deeper governmental expertise and emphasized the importance of selecting the strongest firm given the tight 120-day timeline. He also confirmed that he has been reviewing ERP system demonstrations and has narrowed the list of potential systems from roughly ten to four.

Supervisor Adams suggested that the Auditor continue working with the Finance Committee and department managers before bringing the matter back for approval. He noted that the Board would want buy-in from both groups.

Vice-Chair Dryden stated that the Board may want a presentation from the firm selected to implement the ERP system to better understand the scope of services and timeline. She emphasized the importance of a solid chart of accounts as the foundation of the system and noted that the firm must be experienced and add value to the County. She added that while reliance on staff's recommendations is acceptable, a presentation from the firm could also be beneficial.

Supervisor Adams stated that the County has previously relied on vendors and subject matter experts when making major system purchases and that he is comfortable deferring to expert recommendations on what is necessary.

The Auditor stated that he has been including department heads, fiscal staff, security, and compliance personnel in the discussions.

The Board directed the Auditor to continue working with department heads, fiscal staff, security, and compliance personnel on the matter.

8. BEHAVIORAL HEALTH - SHERYLL PRINZ-MCMILLAN

8.A. Discussion/authorization for the use of clothing and gear for the Mobile Crisis Responders in the Behavioral Health Department.

The Director of Behavioral Health revisited the issue of identifiable mobile crisis clothing, noting that the Board had previously advised limiting its use to active crisis responses. She explained that this has proven impractical, as emergencies occur without warning and staff cannot change clothes before responding. She requested approval for on-call staff to wear designated Behavioral Health T-shirts, jackets, or hats during their

February 3, 2026

on-call periods so they can be immediately identifiable as non-law enforcement responders. She emphasized that clear identification supports de-escalation and safety, citing situations where individuals explicitly stated they would not engage safely with law enforcement but would with Behavioral Health. She added that the state encourages such identification and that other mobile crisis teams statewide use similar clothing. She asked the Board for further direction on allowing staff to wear the items while on call.

Supervisor LeBlanc expressed support for allowing on-call mobile crisis staff to wear the designated Behavioral Health uniform, noting that it is appropriate, clearly non-law enforcement, and helps the public identify emergency response personnel. He emphasized the need for immediate response and recommended permitting its use while staff are on duty and on call.

Director Prinz-McMillan added that the issue was presented to the Behavioral Health Advisory Committee and noted that the identifiable attire supports positive community outreach. She reported that crisis response volumes exceeded expectations, with approximately 25 crisis line responses last quarter and many additional calls routed through 911 and direct contacts, resulting in frequent mobile crisis deployments.

Supervisor Adams clarified that his concern was not with the use of mobile clothing but with the appearance of extravagance in certain high-end items. He stated he was comfortable with the items already purchased being used but requested that future purchases be brought to the Board for review, emphasizing the need to distinguish between needs and wants and to avoid disparities between departments.

Discussion ensued with the Board.

Vice-Chair Dryden emphasized that the clothing should only be worn during work hours while staff are representing Sierra County in their mobile crisis role, and not while they are off duty. She then asked the Personnel Director whether the County has an existing uniform policy.

The Personnel Director confirmed that the County does not have a uniform policy for departments other than the Sheriff's Office and Probation.

Vice-Chair Dryden commented that there was no objection to staff using the mobile-crisis identification clothing but emphasized concerns about how the purchases occurred and the associated costs. She stressed the need for awareness and caution when spending public funds, including grant funds, and underscored the importance of ensuring that all expenditures appropriately represent Sierra County.

Supervisor Adams added that although the current items were purchased with dedicated state funding, any future replacement or expansion of uniforms could fall to the General Fund.

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The Board authorized the use of clothing and gear for the Mobile Crisis Responders in the Behavioral Health Department.

14. TIMED ITEMS

14.A. 10:00AM - RESOLUTION OF APPRECIATION

Presentation of Resolution of Appreciation and recognition of retirement for Edward Cusato, Sierra County Road Maintenance Supervisor.

Vice-Chair Dryden presented the resolution of appreciation and recognized Mr. Cusato for his years of dedicated service to the County.

Supervisor LeBlanc expressed appreciation for Mr. Cusato and the entire Alleghany Road Crew, noting that they were quick to respond when assistance was needed with snow removal and other support. He added that crews from all districts, including the west side and east side worked collaboratively and effectively, and stated that it had been an honor to work with them. He thanked the teams for their dedication and service.

Supervisor Adams acknowledged the difficulty of snow removal throughout the county, noting that the Ridge presents unique challenges due to its geography and elevation. He commended the crew for performing exceptionally well despite having a very small team. He emphasized the importance of their work, highlighting the absence of drama, incidents, or accidents, and remarked on how seamlessly and almost invisibly the crew operates. He concluded by recognizing that 25 years of service is a significant milestone.

Public member Colin O'Mara Green thanked Mr. Cusato for his kindness, mentorship, and the practical knowledge he shared. From equipment operation to truck-driving and logging experience and stated his gratitude for the guidance passed down over the years.

Public member Tim Beals praised Mr. Cusato as a good friend, a valuable employee, and an exceptional representative of the County whose pride in his work and dedication to the communities of Alleghany, Pike, and Forest City consistently made the job easier. He added that Mr. Cusato's contributions set a high standard on the Ridge and expressed hope that his level of service will one day be matched.

9. PUBLIC HEALTH - RHONDA GRANDI

9.A. Agreement between the County of Nevada and County of Sierra for the provision of WIC (Women, Infants and Children) nutrition counseling, training, and technical assistance services in an amount not to exceed \$12,000 from October 1, 2025, through September 30, 2026.

The Director of Public Health reported on the agreement providing registered dietitian services and professional nutrition oversight for the Women, Infants, and

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Children (WIC) program. She explained that the County's long-time contracted dietitian previously provided through Plumas County retired at the end of the last fiscal year, creating the need for a new arrangement. The agreement with Nevada County offers flexibility to obtain oversight on an as-needed basis. She noted that the contract underwent extensive review by the State, County Counsel, and Nevada County Counsel.

The Board moved to approve the Agreement between the County of Nevada and County of Sierra for the provision of WIC (Women, Infants and Children) nutrition counseling, training, and technical assistance services in an amount not to exceed \$12,000 from October 1, 2025, through September 30, 2026.

APPROVED, Agreement 2026-020. Motion: Adams/LeBlanc/Unanimous Roll Call Vote: 5/0

10. PLANNING / BUILDING - BRANDON PANGMAN

- 10.A. Authorization to advertise and hire for the vacant Administrative Secretary position for the Planning Department in accordance with County personnel policies and procedures.

The Planning Director reported that the newly appointed Planning Administrative Secretary resigned for personal reasons, leaving the two planners to cover all secretarial, accounting, and minute-taking duties. Due to the workload and ongoing hiring freeze, he requested authorization to advertise and backfill the position at levels I through III, depending on applicant qualifications.

The Board moved to authorize the advertising and to fill the vacant Administrative Secretary position for the Planning Department in accordance with County personnel policies and procedures.

APPROVED. Motion: Adams/LeBlanc/Unanimous Roll Call Vote: 5/0

- 10.B. Set a public hearing for decision on the General Plan Amendment/Zone Amendment and Williamson Act Contract Amendment for Lucy Blake, 222 Lemmon Canyon Road, Sierraville (APNs 018-030-005 & 018-030-006).

The Director of Planning recommended holding the public hearing on the east side of the County on March 17th to allow additional time to obtain requested documents from the applicant. He noted that the project has been reviewed by the Open Space Screening Committee and the Planning Commission, which forwarded a resolution of recommendation, and that scheduling the hearing on March 17th would ensure all final documents, including the legal description, are complete and ready for recording.

The Board set the public hearing for decision on the General Plan Amendment/Zone Amendment and Williamson Act Contract Amendment for Lucy Blake,

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222 Lemmon Canyon Road, Sierraville (APNs 018-030-005 & 018-030-006) on March 17th at 10:00 a.m.

11. PUBLIC WORKS/TRANSPORTATION

11.A. Continued discussion and direction regarding the acceptance of green waste and burn policies at the County's solid waste transfer sites.

The Interim Director of Public Works reported on two issues: addressing the oversized green waste piles at the Sierra City Transfer Station, including whether they could be safely burned, and long-term green waste management for the County. He noted that staff had developed recommendations and sought direction from the Board on both short-term and long-term measures, including risk mitigation.

He reported that a site meeting was held at the Sierra City Transfer Station on January 22nd with representatives from the Forest Service, Sierra City Volunteer Fire Department, Supervisor Heuer, and Road Department staff to review site conditions and clarify misconceptions about pile accumulation. The consensus was that the piles could be burned safely, or with mitigated risk. He noted that the large diameter pile, estimated at 2,500 cubic yards, would not be burned in place but gradually fed into the main burn pile as it was reduced.

He noted that both the West and East Road Superintendents had expressed concerns about burning at the Sierra City site and acknowledged the competing pressures between providing low-cost green waste disposal for defensible space and managing operational and safety risks. He emphasized that while accessible disposal is important to prevent illegal dumping, green waste management is not free, and at least two sites present significant risk under current practices, highlighting the need for long-term solutions.

Regarding the Sierra City piles, he outlined risk-reduction measures for burning the accumulated material: the County would not accept additional green waste at the site until the piles were reduced, and no material larger than 10 inches in diameter would be accepted, a policy in place since the previous summer, which he recommended remain in effect due to safety concerns.

Vice-Chair Dryden asked whether there had been any discussion about lowering the allowable diameter, noting that even 10 inches was quite large. She inquired whether reducing it to 6 or 8 inches had been considered.

Billy Epps, Engineer Technician III, stated that the allowable diameter had been widely discussed, including consultations with other counties, most of which allow 12–14 inches. He explained that, based on the Road Crew's experience with burns, keeping material as small as possible is essential, and the 10-inch limit was determined to be the most practical.

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Interim Director Pangman reported that staff had been developing new standard operating procedures to clarify safe burning practices, including monitoring and mop-up requirements. A draft had been circulated to the Forest Service, local fire departments, the Road Crew, and the Sheriff's Office, with comments being incorporated.

He emphasized that no further burning at the Sierra City site, or any site, should occur until clear standard operating procedures are in place to ensure accountability and provide explicit guidance to on-site personnel, including verification checks before ignition. He stressed that the procedures are intended to prevent incidents and allow the County to review compliance if an escape or other issue occurs.

He clarified that no active fire had ever escaped during an initial burn at the Sierra City or Sattley sites. Past incidents occurred weeks later, when smoldering ash piles reignited unexpectedly. While staff had been monitoring flare-ups, an unexpected wind event carried embers off-site when no one was present to respond, which had caused the previous incidents.

He noted that while ensuring safe ignition was important, the greater challenge from the County's perspective was how to monitor the piles afterward, given limited staffing, limited hours of operation at the transfer sites, and the small footprint available for burning. The real difficulty was managing mop-up and monitoring for several weeks after a burn, not just during the initial hours. He stated that this challenge was a key focus of the new standard operating procedures, which aimed to address long-term monitoring and mop-up requirements.

He continued reviewing the list of mitigation measures. Based on the Sheriff's recommendation, staff proposed installing an additional camera at the Sierra City site. He explained that although the County already has several cameras in place, they are only effective when someone actively logs in to monitor them, and they do not replace real-time oversight. Game cameras at the solid waste sites have been useful for addressing theft and vandalism but are not continuously monitored.

He recommended installing new cameras with both daytime and night-vision capability, supported by Starlink connectivity, to allow for continuous 24/7 operation. The Sheriff had offered the use of dispatch staff to monitor the cameras, particularly during nighttime hours when Road Crew staff are not present, and to develop a policy requiring dispatch to check the cameras at regular intervals so that any issue could be detected and addressed as early as possible.

He further stated that it would be reasonable to install dedicated water tanks at the Sierra City site, and eventually at all sites, along with pumps or hydrants. A Forest Service representative had suggested installing a simple sprinkler system that could be turned on periodically to keep the area damp. He noted that there was currently no water source on site, and while the County does have a water truck that rotates among sites, a dedicated tank would significantly reduce risk.

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He also clarified that the burn permit for industrial-level burning is more stringent than a residential permit, with burns allowed only from December 1st through late March, depending on conditions. Ignition would occur only under ideal conditions and in compliance with permit requirements and standard operating procedures. He added that the Forest Service, local fire departments, the Sheriff's Office, and other partners would be notified in advance of any planned burn. He reiterated that the large piles will not be ignited at once. Materials will be fed into them gradually, especially when dealing with the larger diameter debris. He emphasized that a controlled, methodical approach will be taken, and that conditions will not be created that will lead to another forest fire.

He stated that all reasonable recommendations have been made and will be implemented before the Sierra City pile is ignited. One burning window has been missed, and staff are currently waiting for snow, with the goal of being fully prepared to begin burning as soon as conditions allow. This remains the immediate concern for Sierra City.

Looking at the long-term countywide picture, there are five transfer sites where burning occurs. The question is what recommendations we should consider for handling green waste going forward.

He reported on a January 28 special meeting of the Solid Waste Task Force Committee focused on countywide green waste disposal. Mr. Epps presented options, proposals, cost breakdowns, and alternatives, including continued open burning, living burn piles, relocating material, curtain burners, hauling to other sites, delivery to Delleker Transfer Station or Loyalton Landfill, chipping, and combinations thereof. The Task Force consensus was that there is currently no support for increased assessments or green waste gate fees, and no such fees are currently charged. Staff recommended informing the public that green waste disposal, even with open burning, incurs costs and that alternative methods would be more expensive. The Task Force consensus remained to keep disposal inexpensive and accessible, avoiding fees to prevent discouraging participation and increasing fire hazards. The recommendation was that, with proper mitigation, burning operations can likely continue at Sierra City and other sites.

Interim Director Pangman emphasized prioritizing installation of water tanks, pumps, hydrants, cameras, Starlink, and related equipment. He recommended implementing improvements in the following order: Sierra City, Sattley, Alleghany, with remaining sites to follow. Equipping all five sites would cost approximately \$40,000, or about \$8,000 per site if done individually. He further requested direction from the Board on returning with a formal agenda item that includes a detailed funding request, complete cost breakdowns, and proposed funding sources.

He reported that current green waste management practices are financially unsustainable, even with open burning, the lowest-cost but highest-risk option. Site superintendents expressed concern about continued burning at smaller, higher-risk sites such as Sattley and Sierra City. The Solid Waste Task Force emphasized pursuing long-term alternatives, including the possibility of grants or funding for a shared regional green

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waste facility with Plumas County. All disposal methods are costly, highlighting the need for structural changes.

Supervisor Roen expressed confidence that staff can safely address the current green waste pile at the Sierra City Transfer Station and supported proceeding with burning it when weather conditions allow. Looking ahead, the Board and Solid Waste Task Force will need to discuss potential operational changes, including when and how transfer sites might limit access if necessary. While long-term solutions are needed, it was noted that burning will likely remain part of green waste management during optimal times of year, used alongside other methods. He expressed willingness to continue working collaboratively on future solutions.

Interim Director Pangman noted the need to develop long-term green waste management solutions, acknowledging that future changes will incur additional costs. While the Solid Waste Task Force is not recommending fee increases, continued reliance on open burning requires immediate risk-reduction measures. He recommended allocating approximately \$8,000 per site for safety improvements and requested direction from the Board on whether to prepare a detailed cost breakdown and funding options for a future meeting.

Supervisor Roen noted that some remaining infrastructure funds in the solid waste budget could be used to address immediate safety needs, particularly at the Sierra City Transfer Station, which was identified as the highest priority location for installing tanks and related improvements. He supported moving forward quickly on that site and suggested further discussion regarding the other locations.

Supervisor Adams emphasized the importance of both short and long-term planning for green waste management and expressed appreciation for the work of the Solid Waste Task Force. Regarding potential burning at the Sierra City Transfer Station, He stated that operations should only proceed with explicit approval from both the Forest Service and the Sierra City Fire Department, regardless of weather conditions. He supported moving forward with the proposed safety improvements for Sierra City and noted that the estimated \$8,000 cost is reasonable and might be absorbed within the existing solid waste budget. He acknowledged that consolidating from five transfer sites to three may eventually be necessary due to financial constraints, despite the inconvenience to some communities. The key priority identified was ensuring agency buy-in before any burning occurs.

Vice-Chair Dryden noted that green waste challenges are not unique to Sierra County and that all counties statewide are struggling with increased volumes due to successful firesafe and home hardening efforts. The County wants to continue encouraging defensible space work but cannot sustain current disposal practices with existing funding. Long-term solutions may require collaboration with Plumas County, including the possibility of a shared green waste facility. She emphasized that identifying a sustainable, future focused approach is one of the County's most pressing issues, especially given the surrounding wildfire prone forests.

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Supervisor Adams suggested that one alternative to address long-term green waste costs is to present the issue directly to ratepayers, noting that expanded services or new disposal options will require additional funding. If the public is willing to absorb higher solid waste fees, the County could pursue more sustainable solutions; otherwise, current limitations will remain.

Vice-Chair Dryden commented that even if solid waste rates were increased, the County would still face the challenge of managing the growing volume of green waste. Higher fees alone would not resolve the underlying operational costs, which include equipment, labor, and processing.

Supervisor Roen reported that the Fire Safe Council is committed to assisting the Solid Waste Committee with removing accumulated green waste from the Sierra City Transfer Station. The Council plans to reinstate its trailer program in the spring and now has a contractor in place to support hauling efforts on the east side. They are willing to collaborate with the County, but Title III funds cannot be used for capital purchases.

Vice Chair Dryden noted that the Fire Safe Council is an important partner for the County and should continue to be included in green waste planning efforts.

Supervisor Heuer reported on the one challenge raised with the Fire Safe Council's limited capacity to haul trailers due to a lack of available personnel, which has financial implications. It was also reported that illegal dumping is already occurring in the forest near Sierra City.

The Board expressed appreciation to Interim Director Pangman and Mr. Epps for their continued work and efforts in addressing the county's green waste management challenges.

The Interim Director further stated that mitigation measures should be in place before any burning occurs at the Sierra City Transfer Station even though burning continues at other locations. He emphasized that Sierra City presents the greatest risk and should be prioritized. He supported implementing improvements including securing a reliable water source before burning resumes, noting that the County has the equipment and capacity to provide water without relying on tanks.

Mr. Epps reported that each purchase item falls under the \$7,500 threshold and does not require board approval. The total combined cost would be approximately \$8,000.

Supervisor Adams suggested that, by consensus, the Board could allow staff to move forward if there is no objection to proceeding with the purchases as separate items.

Interim Director Pangman stated that the priority is Sierra City and that staff could begin immediately with purchases under the \$7,500 threshold. This would allow the project to be prepared and tested, with a larger proposal for other locations to be brought

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back to the Board at a later date. He noted that Sierra City is the most pressing need and would serve as a good test case. Staff would proceed with ordering the necessary items and evaluate how the approach works.

By consensus, the Board directed the Interim Director to move forward with the necessary purchases for the Sierra City Transfer Site and to bring back a formal proposal for dealing with green waste at other sites.

- 11.B. Authorization to advertise and hire two (2) vacant Road Maintenance Worker positions in accordance with County personnel policies and procedures.

The Interim Director of Public Works stated that the item was essentially to ratify prior verbal direction from the Board. Due to the current hiring freeze, he sought clarification that the department is authorized to proceed with actions already taken. Specifically, advertising and extending job offers to fill vacant Road Worker positions. He emphasized that staffing levels on the west side are critically low and on the need to move forward with recruitment.

The Board moved to authorize the advertising and to fill the vacant two (2) vacant Road Maintenance Worker positions in accordance with County personnel policies and procedures.

APPROVED. Motion: Adams/LeBlanc/Unanimous Roll Call Vote: 4/0/1 (Supervisor Roen ABSENT)

URGENCY ITEM

- 11.D. Authorization to hire two (2) Road Maintenance Workers at Level I, Step E immediately; with permission to promote both positions to a Level III, Step A upon successfully securing their Class A Driver's License.

The Interim Director of Public Works reported that six applicants were interviewed the previous week, and two highly qualified candidates were identified for hire. Both possess substantial experience and live within an hour of the job site. Although their backgrounds align with the Road Worker III classification, that level requires a Class A driver's license, which neither applicant currently holds. One license has lapsed and is being renewed, and the other candidate is in the process of obtaining one. Because they do not yet meet the Class A requirement, the County can only offer the positions at the Road Worker I level. However, the Interim Director noted that the standard Step A-C hiring range would not be competitive given their experience. He requested authorization to offer both candidates Road Worker I, Step E, with the commitment that they will be promoted to Road Worker III, Step A upon obtaining their Class A licenses.

Supervisor Adams noted that the County has been fortunate to avoid snowfall on the Ridge, especially with Mr. Cusato's departure leaving only one employee assigned to

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that area. He stated that offering the candidates Road Worker I, Step E, would be a temporary measure but necessary to allow them to accept the positions. He added that, given their experience, promoting them to Road Worker III, Step A once they obtain their Class A licenses is reasonable, and that the Director's proposal to advance them no higher than Step C reflects a careful and measured approach.

The Personnel Director requested authorization to include in the offer letters that, upon obtaining their Class A driver's licenses, the selected applicants will be promoted to Road Worker III at the Board approved step. She explained that documenting this commitment upfront would prevent delays in their advancement and provide clarity for the applicants.

The Board moved to authorize to hire two (2) Road Maintenance Workers at Level I, Step E immediately; with permission to promote both positions to a Level III, Step A upon successfully securing their Class A Driver's License.

APPROVED. Motion: Adams/LeBlanc/Unanimous Roll Call Vote: 4/0/1 (Supervisor Roen ABSENT)

- 11.C. Resolution authorizing the Auditor to make certain changes to the 2025-2026 Final Budget for the purchase of a PC306 Cold Planer for the Road Department in an amount not to exceed \$26,505.27. (4/5th affirmative vote required)

The Interim Director of Public Works stated that the proposed equipment purchase would be highly valuable to the road crew and would significantly reduce their workload. He noted that the equipment is long overdue and will improve the County's ability to complete future projects. Funding is available from remaining FEMA project funds, and the purchase totaling \$26,505.21 would not impact the General Fund. He explained that the crew has been relying on crack sealing methods, which are no longer effective as roadway cracks have widened, and that acquiring a cold planer will allow for more durable patching and improved road maintenance going forward.

Supervisor Adams asked whether the equipment purchase had been under consideration for some time, noting that with interim leadership in place, he wanted to avoid approving a purchase that a future director might later question. He stated he would be comfortable moving forward if this need had been previously identified and affirmed.

In response to Supervisor Adams' inquiry, Interim Director Pangman confirmed that the equipment purchase had been under consideration for a significant period of time.

The Board moved to adopt the resolution authorizing the Auditor to make certain changes to the 2025-2026 Final Budget for the purchase of a PC306 Cold Planer for the Road Department in an amount not to exceed \$26,505.27.

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ADOPTED, Resolution 2026-016. Motion: Adams/LeBlanc/Unanimous Roll Call Vote: 4/0/1 (Supervisor Roen ABSENT)

12. BOARD OF SUPERVISORS

12.A. Resolution adopting residency requirements for specified positions.
(CLERK OF THE BOARD)

Supervisor Adams commented that the County has long operated under a 30-minute response time, but current housing realities make that increasingly difficult to achieve. He stated that the proposed adjustment remains reasonable, still ensures timely response, and reflects the practical challenges facing the County. He noted that Sierra County is not alone, as jurisdictions statewide are experiencing similar issues. Allowing employees on the east side to reside in the Reno area, and those on the west side to live in the greater Grass Valley area, provides a realistic path to maintaining staffing levels.

Supervisor Dryden inquired about residency requirements for Sheriff Department staff.

The Personnel Director clarified that the positions no longer listed under the residency requirement policy are Correctional Officers and Dispatchers, as their residency provisions are now governed by their respective MOUs. Deputy Sheriffs, however, remain subject to the policy.

Director Behlke noted that the policy update now includes appointed Department Managers in the residency requirement, ensuring a responsible manager is in the County and available to respond during emergencies.

Supervisor Adams inquired if the Undersheriff falls under the same residency requirements.

In response, County Counsel confirmed that the policy does include the Undersheriff.

The Board moved to adopt the resolution adopting residency requirements for specified positions.

ADOPTED, Resolution 2026-017. Motion: Adams/LeBlanc/Unanimous Roll Call Vote: 4/0/1 (Supervisor Roen ABSENT)

12.B. Introduction and waive first reading of an ordinance repealing section 3.07.070 of the Sierra County Code relating to residency requirements for specified positions. (CLERK OF THE BOARD)

The Board moved to waive the first reading to repeal ordinance section 3.07.070 of the Sierra County Code relating to residency requirements for specified positions.

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APPROVED. Motion: Adams/LeBlanc/Unanimous Roll Call Vote: 4/0/1 (Supervisor Roen ABSENT)

12.C. Resolution setting compensation for Grand Jurors. (CLERK OF THE BOARD)

Vice-Chair Dryden reported that the Grand Jury Chair gave a strong presentation explaining the request and challenges of seating a grand jury. The item was returned to approve increasing compensation from \$25 to \$50.

The Board moved to adopt the resolution setting compensation for Grand Jurors.

ADOPTED, Resolution 2026-018. Motion: Adams/LeBlanc/Unanimous Roll Call Vote: 4/0/1 (Supervisor Roen ABSENT)

12.D. Introduction and waive first reading of an ordinance repealing section 5.30.015 of the Sierra County Code relating to Grand Jury Compensation. (CLERK OF THE BOARD)

The Board moved to waive the first reading to repeal ordinance section 5.30.015 of the Sierra County Code relating to Grand Jury Compensation.

APPROVED. Motion: Adams/LeBlanc/Unanimous Roll Call Vote: 4/0/1 (Supervisor Roen ABSENT)

13. CLOSED SESSION

13.A. Closed session pursuant to Government Code Section 54956.9 (d)(2) - conference with legal counsel - threat of litigation - 1 case.

CLOSED SESSION STATEMENT

The Board met in closed session from 11:06 a.m. to 12:25 p.m. County Counsel reported that direction was given to staff on the one closed session item.

ADJOURN

At 12:26 p.m., with no further business, Vice-Chair Dryden adjourned the meeting.

SHARON DRYDEN, VICE-CHAIR
BOARD OF SUPERVISORS

ATTEST:

MELISSA KINNEER
ASSISTANT CLERK OF THE BOARD

DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL

Sacramento District Office
2400 Del Paso Rd, Ste 155
Sacramento, CA 95834
(916) 419-1319



February 5, 2026

Sierra County Board of Supervisors
100 Courthouse Sq, Rm 11
PO Drawer D
Downieville, CA 95936

RE: Public Convenience or Necessity
23958.4 CA Business & Professions Code
Designation of Subordinate Officer or Body

To Whom It May Concern:

Per section 23958 of the California Business and Professions Code (BPC), the Department of Alcoholic Beverage Control (ABC) shall deny an application for a license if issuance would result in or add to an undue concentration of licenses. Section 23958.4 BPC defines what constitutes an “undue concentration” of ABC licenses.

Section 23958.4 further states, with respect to certain license types, e.g., off-sale (types 20,21), public premises (types 42,48), and certain club-type licenses (types 50,51,57), the Department may issue said licenses if the local governing body, or its designated subordinate officer or body, determines that issuance of the license would serve a public convenience or necessity (PCN).

Our records indicate the following:

- You have informed the Department that the City/County of Sierra has declined to make any determinations of public convenience or necessity with respect to ABC applications within its jurisdiction.

If this information is incorrect or outdated, please contact the Department at the above address and provide updated information so that we may contact the appropriate designee regarding determinations of public convenience or necessity. Please contact us if you have any questions or concerns.

Sincerely,

A handwritten signature in blue ink that reads 'Alison Newkirk'.

Alison Newkirk
Staff Services Manager I

Enclosure: 23958 & 23958.4 B.P.

Addendum

Business & Profession Code § 23958

Upon receipt of an application for a license or for a transfer of a license and the applicable fee, the department shall make a thorough investigation to determine whether the applicant and the premises for which a license is applied qualify for a license and whether the provisions of this division have been complied with, and shall investigate all matters connected therewith which may affect the public welfare and morals. The department shall deny an application for a license or for a transfer of a license if either the applicant or the premises for which a license is applied do not qualify for a license under this division.

The department further shall deny an application for a license if issuance of that license would tend to create a law enforcement problem, or if issuance would result in or add to an undue concentration of licenses, except as provided in Section 23958.4.

Business & Profession Code § 23958.4

(a) For purposes of Section 23958, "undue concentration" means the case in which the applicant premises for an original or premises-to-premises transfer of any retail license are located in an area where any of the following conditions exist:

- (1) The applicant premises are located in a crime reporting district that has a 20 percent greater number of reported crimes, as defined in subdivision (c), than the average number of reported crimes as determined from all crime reporting districts within the jurisdiction of the local law enforcement agency.
- (2) As to on-sale retail license applications, the ratio of on-sale retail licenses to population in the census tract or census division in which the applicant premises are located exceeds the ratio of on-sale retail licenses to population in the county in which the applicant premises are located.
- (3) As to off-sale retail license applications, the ratio of off-sale retail licenses to population in the census tract or census division in which the applicant premises are located exceeds the ratio of off-sale retail licenses to population in the county in which the applicant premises are located.

(b) Notwithstanding Section 23958, the department may issue a license as follows:

- (1) With respect to a nonretail license, a retail on-sale bona fide eating place license, a retail license issued for a hotel, motel, or other lodging establishment, as defined in subdivision (b) of Section 25503.16, a retail license issued in conjunction with a beer manufacturer's license, or a winegrower's license, if the applicant shows that public convenience or necessity would be served by the issuance.
- (2) With respect to any other license, if the local governing body of the area in which the applicant premises are located, or its designated subordinate officer or body, determines within 90 days of notification of a completed application that public convenience or necessity would be served by the issuance. The 90-day period shall commence upon receipt by the local governing body of (A) notification by the department of an application for licensure, or (B) a completed application according to local requirements, if any, whichever is later.

If the local governing body, or its designated subordinate officer or body, does not make a determination within the 90-day period, then the department may issue a license if the applicant shows the department that public convenience or necessity would be served by the issuance. In making its determination, the department shall not attribute any weight to the failure of the local governing body, or its designated subordinate officer or body, to make a determination regarding public convenience or necessity within the 90-day period.

(c) For purposes of this section, the following definitions shall apply:

(1) "Reporting districts" means geographical areas within the boundaries of a single governmental entity (city or the unincorporated area of a county) that are identified by the local law enforcement agency in the compilation and maintenance of statistical information on reported crimes and arrests.

(2) "Reported crimes" means the most recent yearly compilation by the local law enforcement agency of reported offenses of criminal homicide, forcible rape, robbery, aggravated assault, burglary, larceny, theft, and motor vehicle theft, combined with all arrests for other crimes, both felonies and misdemeanors, except traffic citations.

(3) "Population within the census tract or census division" means the population as determined by the most recent United States decennial or special census. The population determination shall not operate to prevent an applicant from establishing that an increase of resident population has occurred within the census tract or census division.

(4) "Population in the county" shall be determined by the annual population estimate for California counties published by the Population Research Unit of the Department of Finance.

(5) "Retail licenses" shall include the following:

(A) Off-sale retail licenses: Type 20 (off-sale beer and wine) and Type 21 (off-sale general).

(B) On-sale retail licenses: All retail on-sale licenses, except Type 43 (on-sale beer and wine for train), Type 44 (on-sale beer and wine for fishing party boat), Type 45 (on-sale beer and wine for boat), Type 46 (on-sale beer and wine for airplane), Type 53 (on-sale general for train and sleeping car), Type 54 (on-sale general for boat), Type 55 (on-sale general for airplane), Type 56 (on-sale general for vessels of more than 1,000 tons burden), and Type 62 (on-sale general bona fide public eating place intermittent dockside license for vessels of more than 15,000 tons displacement).

(6) A "premises-to-premises transfer" refers to each license being separate and distinct, and transferable upon approval of the department.

(d) For purposes of this section, the number of retail licenses in the county shall be established by the department on an annual basis.

(e) The enactment of this section shall not affect any existing rights of any holder of a retail license issued before April 29, 1992, whose premises were destroyed or rendered unusable as a result of the civil disturbances occurring in Los Angeles from April 29 to May 2, 1992, to reopen and operate those licensed premises.

(f) This section shall not apply if the premises have been licensed and operated with the same type license within 90 days of the application.